



Draft Minutes of Meeting 16th November 2021

Present: Cllr. Mr R. Willoughby (Chairman), Cllr. Mrs D. Perrin (Vice-Chair), Cllr. Mr J. Metcalfe, Cllr. Mr T. Butterfield, Cllr. Mrs J. Meredith, Cllr. Mr R. Gadd, Co. Cllr. Mr H. Hartley, Clerk & RFO P. Rosthorn

Apologies: Cllr. Mr D. Forrest, Cllr. Mrs L. Willighan

Absent: Boro. Cllr. Mr B. Newman

Vacant Posts: 0

Members of the Public Present: 0

No	Minute Heading	Action
5427	Public Questions <ul style="list-style-type: none"> • None 	
5428	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> • Nothing to declare 	
5429	Minutes of the last meeting <ul style="list-style-type: none"> • Cllr. Willoughby proposed that the minutes of 19th October 2021 were correct. This was seconded by Cllr. Metcalfe 	
5430	Matters arising from the Minutes (for information only) <ul style="list-style-type: none"> • 5424 – Cllr Perrin passed on the LBKV results feedback to the Church, the Pub and the Village Hall Committee • 5416 – Prior Approval Notification Moorcotes Farm 21/0784/AGR has been refused • 5424 – Chapel Memorials – these should be in place by next week 	
5431	Finance <ul style="list-style-type: none"> • Payments for expenditure agreed by all 	
5432	Planning Applications and Decisions <ul style="list-style-type: none"> • 21/0845/HHO Full: Erection of a raised patio terrace area to rear and erection of 2.2m high fencing to boundary with Acresbrook Road at 1 Laneside Avenue, Higham for Mr D Chambers 	<i>No concerns or comments at this time</i>
5433	Clerk’s Report and Correspondence <ul style="list-style-type: none"> • Report was circulated prior to meeting • It was proposed and agreed for Ian Whittle (VH bookings clerk) to have access to the bookings calendar on the Parish Council website 	<i>Clerk to contact Ian to agree a training session and handover</i>

5434	Barrowford & Western Parishes Committee <ul style="list-style-type: none"> Height Top Smithy, Stump Hall Road - they have been served a breach of condition notice to cease using the self-contained unit for any purpose other than for domestic purposes 	
5435	Borough Councillors Report <ul style="list-style-type: none"> No report this month 	
5436	County Councillors Report <ul style="list-style-type: none"> Speeding on the bypass and through the villages. Co Cllr Hartley will chase up Charles Edwards for the requested meeting and will also request a list of the fatalities Cllr Willoughby to send an email expressing our concerns Co Cllr Hartley has asked for the A6068 to be included on the next BWP Agenda 	
5437	Village Hall Committee <ul style="list-style-type: none"> A report was distributed by Cllr Perrin before the meeting Cllr Perrin confirmed that new blinds were on order to match with the new décor and would hopefully be fit very soon The committee has 2 new members and hopefully 1 of the VHC members will take on the role of secretary 	<i>Clerk to update the website with new members details</i>
5438	Lengthsman Scheme: Update <ul style="list-style-type: none"> Tree Update – Tony Binns has been notified that he was successful in his bid for the job. No start date as yet Spout Repair – The investigation into the stopped flow is still in progress. Water is also leaking out of the bricks around the spout. Cllr Willoughby has the padlock to the header tank 	<i>Cllr Metcalfe to liaise with Brian Sutcliffe and Steve Barnes</i>
5439	Annual Village Maintenance Plan <ul style="list-style-type: none"> Cllr Perrin talked about the spreadsheet we will be utilising (a template was circulated to all) and ideas for inclusion were discussed 	<i>Cllrs to email Cllr Perrin and Cllr Gadd with maintenance suggestions & timelines by 30th November</i>
5440	Parish Matters <ul style="list-style-type: none"> Local Plan / Greenbelt – Cllr Willoughby could not get a meeting and was told that there were no exceptional circumstances evidence to support being added to the greenbelt. There is very little procedure for adding to a greenbelt and we may need professional help at a cost. Cllr Willoughby to get quotes. It was proposed and agreed by all to progress if the cost was £1000 or under CCTV - No update. Cllr Metcalfe to take the lead and liaise with Cllr Forrest Seniors Party – All in hand Christmas Tree – Cllr Metcalfe has ordered the tree from Robin Boothman. The tree that was offered as a donation is too small. The lights are missing and need to be found. Cllr Butterfield to speak to Cllr Forrest Queens Jubilee – Add to next Agenda Spout Magazine – Next issue is out in January. A lot of info already received. Add to next Agenda Playground – Cllr Gadd will assume responsibility with immediate effect 	<i>Cllr Willoughby</i> <i>Cllr Metcalfe</i> <i>Cllr Metcalfe / Cllr Butterfield</i>

5441	Chairmanship Position <ul style="list-style-type: none"> • Cllr Willoughby agreed to stay on as Chairman for the remaining term • Cllr Perrin will help with workload if needed • Cllr Metcalfe to take over Cllr Forrest responsibilities 	
5442	Items for Future Discussion / For next agenda <ul style="list-style-type: none"> • CCTV • Annual Village Maintenance Plan • Queen's Platinum Jubilee Event • Spout Newsletter • Playground • Spout Repair • Local Plan 	
5443	The date of the next meeting: <ul style="list-style-type: none"> • Tuesday 21st December 2021 at 7.00pm • The meeting closed at 9.20pm 	