



## Draft Minutes of Meeting 21<sup>st</sup> December 2021

**Present:** Cllr. Mr R. Willoughby (Chairman), Cllr. Mrs D. Perrin (Vice-Chair), Cllr. Mr J. Metcalfe, Cllr. Mr T. Butterfield, Cllr. Mrs L. Willighan, Cllr. Mrs J. Meredith, Cllr. Mr R. Gadd, Boro. Cllr. Mr B. Newman, Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mr D. Forrest,

**Absent:** Co. Cllr. Mr H. Hartley

**Members of the Public Present:** 1

No	Minute Heading	Action
5444	<b>Public Questions</b> <ul style="list-style-type: none"> <li>• A member of the public attended the meeting. He feels that he has been treated unfairly by HPC with regards to his recent planning. Chairman explained that the planning came under permitted development and affected a public right of way, therefore, this was dealt with in the correct manner by Pendle Borough Council's Countryside Access Officer</li> </ul>	
5445	<b>Declaration of Councillors Interests / Code of Conduct</b> <ul style="list-style-type: none"> <li>• Nothing to declare</li> </ul>	
5446	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"> <li>• Cllr Butterfield proposed that the minutes of 16<sup>th</sup> November 2021 were correct. This was seconded by Cllr Gadd</li> </ul>	
5447	<b>Matters arising from the Minutes (for information only)</b> <ul style="list-style-type: none"> <li>• 5430 – the memorials are now fixed in place</li> <li>• 5440 – miscommunication regarding the xmas tree. It was proposed and agreed for Cllr Meredith to look into sponsorship for 2022 or approach alternative suppliers for quotes. Boro Cllr Newman suggested Greenfield Sheds in Padiham who supply Fence</li> </ul>	<i>Cllr Metcalfe to take charge of the safe storage of the new Christmas Tree lights</i>
5448	<b>Finance</b> <ul style="list-style-type: none"> <li>• Payments for expenditure explained and agreed by all</li> </ul>	
5449	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>• 21/0927/HHO Full: Erection of single storey extension to rear At: 8 Clovercroft, Higham For: Mr &amp; Mrs Waterworth      Comments by 20th December</li> <li>• 21/0910/HHO Full: Demolition of existing conservatory, erection of a single storey rear extension, insertion of rear dormer and extension of existing raised terrace (re-submission) At: The Crescent, 34 Sabden Road, Higham For: Mr N Swinbank      Comments by 21st December</li> </ul>	<i>No planning concerns or comments at this time</i>

5450	<b>Clerk's Report and Correspondence</b> <ul style="list-style-type: none"> <li>• A Report was circulated prior to meeting</li> <li>• PSPO position was explained by Cllr Willoughby</li> <li>• Pendle Local Plan was repudiated by Full Council and sent back to planners. It may be up to 18 months before this gets looked at again</li> </ul>	
5451	<b>Barrowford &amp; Western Parishes Committee</b> <ul style="list-style-type: none"> <li>• A6068 – this is on the Agenda for January to hopefully arrange a suitable meeting with relevant parties to discuss an action plan</li> </ul>	
5452	<b>Borough Councillors Report</b> <ul style="list-style-type: none"> <li>• Changes are expected at the Council next year. There is a new Executive Officer in place. Expect services to be cut and council tax to rise</li> </ul>	
5453	<b>County Councillors Report</b> <ul style="list-style-type: none"> <li>• No report this month</li> </ul>	
5454	<b>Village Hall Committee</b> <ul style="list-style-type: none"> <li>• A report was distributed by Cllr Perrin before the meeting</li> <li>• Events are in hand</li> <li>• Sheds and size needed were discussed. Cllr Perrin to check details with Graham Fitton</li> <li>• Interpretation Board Proof – Cllr Perrin to speak with Graham Fitton re possible framing and hanging of the proof within the Village Hall</li> </ul>	<i>Cllr Perrin to liaise with Graham Fitton</i>
5455	<b>Lengthsman Scheme: Update</b> <ul style="list-style-type: none"> <li>• Park trees – the tree work has been completed today. There is a broken tree at the bottom of the village that needs removing (behind the wooden sign)</li> <li>• Spout repairs – the spout and the stonework need tidying up</li> <li>• Playground inspection – the report highlighted concerns over the zipwire tyre being split and also requiring a new shackle. The quote provided by Wicksteed to complete the works and carry out a complete safety inspection at the same time was discussed and all in agreement to proceed. Lengthsman to be approached to do other work on timber items</li> </ul>	<i>Cllr Metcalfe to liaise with Lengthsman to remove</i> <i>Cllr Metcalfe to liaise with Lengthsman</i>  <i>Cllr Gadd to liaise with Wicksteed and Lengthsman</i>
5456	<b>Annual Village Maintenance Plan</b> <ul style="list-style-type: none"> <li>• Cllr Perrin discussed the spreadsheet we will be utilising (a template has previously been circulated to all). Cllrs must email Cllr Perrin with ideas for inclusion before the next meeting – high priority</li> </ul>	<i>All Cllrs to work on this and email Cllr Perrin before January meeting</i>
5457	<b>Parish Matters</b> <ul style="list-style-type: none"> <li>• Countryside Access Forum – Cllr Willoughby reported on the meeting held by zoom: Tom Partridge had discussed a scheme for Parish Councils to opt in to a priority footpath service. Cllrs were asked for their thoughts – to revisit when Tom Partridge circulates updated cost details</li> <li>• Seniors Party feedback – all feedback received was excellent. Chairman thanked all involved for a fantastic job</li> </ul>	

	<ul style="list-style-type: none"> <li>• Spout magazine – trying to get back in sync with issues. Next issue out at end of January</li> <li>• CCTV update – Kevin Ready from LCC is coming to meet with Cllr Metcalfe and Chris Tetley in January. This needs to progress now. It was proposed and agreed by all that we need to purchase 4 posts, to start with, at a cost of approx £1200 each. As the cost has increased, we should look to applying for a further grant</li> <li>• Queens Platinum Jubilee – Add to next Agenda</li> </ul>	
5458	<p><b>Items for Future Discussion / For next agenda</b></p> <ul style="list-style-type: none"> <li>• Annual Village Maintenance Plan</li> <li>• CCTV</li> <li>• Queen’s Platinum Jubilee Event</li> <li>• Spout Newsletter</li> <li>• Playground</li> <li>• Spout Repair</li> </ul>	
5459	<p><b>The date of the next meeting:</b></p> <ul style="list-style-type: none"> <li>• Finance Committee meeting Tuesday 11<sup>th</sup> January 6pm  ~~~~~</li> <li>• Tuesday 18<sup>th</sup> January 2022 at 7.00pm</li> <li>• The meeting closed at 9.16pm</li> </ul>	<p>Cllr Willoughby, Cllr Perrin, Cllr Butterfield, RFO</p>