

Draft Minutes of Meeting 20th December 2022

Present: Cllr. Mr R. Willoughby (Chair), Cllr. Mr J. Metcalfe, Cllr. Mr T. Butterfield, Cllr. Mrs J. Meredith, Cllr. Mr I. Whittle, Cllr. Mr R. Gadd, Cllr. Mrs L. Willighan, Boro. Cllr. Mr B. Newman, Clerk & RFO P. Rosthorn

Apologies: Cllr. Mrs D. Perrin, Co. Cllr. Mr H. Hartley

Members of the Public Present: 1

No	Minute Heading	Action
5650	Public Questions <ul style="list-style-type: none"> • None 	
5651	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> • Cllr Whittle declared an interest in the Kiln Hill project 	
5652	Minutes of the last meeting <ul style="list-style-type: none"> • Cllr Willoughby proposed that the minutes of 15th November 2022 were correct. This was seconded by Cllr Metcalfe 	
5653	Matters arising from the Minutes (for information only) <ul style="list-style-type: none"> • 5639 – Cllr Whittle to bring up at the next VHC meeting about the various village / events facebook pages - PROW and playground timber works – jobs still to be completed by Lengthsman. He has them on his to do list 	<p><i>Cllr Whittle</i></p> <p><i>Lengthsman</i></p>
5654	Finance <ul style="list-style-type: none"> • Payments for expenditure explained and agreed by all 	<p><i>Clerk to query Pendle Borough Council invoice. Includes a charge not agreed by us</i></p>
5655	Councillor Vacancy <ul style="list-style-type: none"> • Due to the resignation of Cllr Perrin, there is now a vacancy. As the six-month rule applies, meaning an election is not to be held, the vacancy is open to immediate co-option. It was proposed by Cllr Metcalfe and agreed by the majority that we co-opt Michael Tetley. We welcome Michael back onto Higham Parish Council 	
5656	Planning Applications and Decisions <ul style="list-style-type: none"> • See 5658 	
5657	Clerk's Report and Correspondence <ul style="list-style-type: none"> • The report was distributed before the meeting • The invasive weed comments were noted and explained by Cllr Willoughby • The septic tank at Haddings Head issue was noted, email correspondence read out and explained by Cllr Willoughby 	

5658	Barrowford & Western Parishes Committee <ul style="list-style-type: none"> Roaming Roosters – the applicant has 6 months to lodge a notice of appeal Cllr Willoughby discussed the feasibility of approaching the applicant for a meeting or informal discussion. It was proposed but the majority vote was against 	
5659	Borough Councillors Report <ul style="list-style-type: none"> Nothing pertaining to Higham 	
5660	County Councillors Report <ul style="list-style-type: none"> No report this month 	
5661	Village Hall Committee Report <ul style="list-style-type: none"> It was noted that the oven is not being regularly cleaned after use. All hirers will be advised it is their responsibility to ensure that it is left clean General repairs are ongoing Hall hire costs are being looked at. Will advise Clerk to update website when finalised 	
5662	Monthly Playground Report & Update <ul style="list-style-type: none"> Awaiting Lengthsman to repair wooden items Playground inspection date has been agreed for week commencing 2nd Jan Cllr Metcalfe to source a digger for turf clearance for the biodiversity project To investigate possible Sports England grants for playground upgrades 	<i>Lengthsman</i> <i>Cllr Metcalfe</i> <i>Cllr Gadd</i>
5663	Village Maintenance Plan Update <ul style="list-style-type: none"> Bad weather has stopped the Threepenny Bit flags from being repaired Guide Lane bench repair has been completed – needs painting Kiln Hill tarmac project ongoing; cost will be approx £6/6,500 to include additional section at VH car park entrance 	
5664	CCTV Committee Report <ul style="list-style-type: none"> CCTV in operation stickers are now on the boxes 20mph signs are still needed Still awaiting technical description and plan from Chris Tetley Router is on order. SIM card needed to enable the transmitting and to alert us to a camera fault Data Protection registration to be completed Cllr Metcalfe to print off all emails relating to CCTV (Poles / electricity supply) to be kept in hard copy CCTV folder and forward copies to clerk for electronic safekeeping Most of the paperwork has been completed. Will hopefully be finalised for approval at our next meeting 	<i>Clerk to register</i> <i>Cllr Metcalfe</i>
5665	Parish Matters <ul style="list-style-type: none"> Seniors Party – Positive feedback from all. All in favour of change of date next year to Tuesday 12th December John Hammond Memorial Bench - has been installed and looks very well. Thanks to Angela Hammond for her kind donation 	

	<ul style="list-style-type: none"> • Spout Magazine – need to update the delivery list to redistribute HHR deliveries and remove Hunters Holme • Annual Chapel Memorial Inspection due • Christmas Tree – Positive feedback received. Cllr Meredith to add article to Spout thanking the donor and family and to hopefully source another tree donation for next year 	<p><i>Cllrs Willighan & Meredith</i></p> <p><i>Clerk to arrange</i></p>
5666	<p>Items for Future Discussion / For next agenda</p> <ul style="list-style-type: none"> • Septic tank at Haddings Head 	
5667	<p>The date of the next meeting:</p> <ul style="list-style-type: none"> • Tuesday 17th January 2023 at 7.00pm <p>~~~~~</p> <ul style="list-style-type: none"> • Cllr Gadd left the meeting at 20:30 • The meeting closed at 21:03 <p>Finance Committee meeting to be held Wednesday 11th January</p> <p>Advance apologies received from Cllr Butterfield for January meeting</p>	