

**Draft Minutes of Meeting 15<sup>th</sup> November 2022**

**Present:** Cllr. Mr R. Willoughby (Chair), Cllr. Mrs D. Perrin, Cllr. Mr J. Metcalfe, Cllr. Mrs J. Meredith, Cllr. Mr I. Whittle, Cllr. Mr R. Gadd, Co. Cllr. Mr H. Hartley, Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mr T. Butterfield, Cllr. Mrs L. Willighan, Boro. Cllr. Mr B. Newman,

**Members of the Public Present:** 0

No	Minute Heading	Action
5633	<b>Public Questions</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	
5634	<b>Declaration of Councillors Interests / Code of Conduct</b> <ul style="list-style-type: none"> <li>• Cllr Whittle declared an interest in the Kiln Hill project</li> </ul>	
5635	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"> <li>• Cllr Willoughby proposed that the minutes of 18<sup>th</sup> October 2022 were correct. This was seconded by Cllr Meredith</li> </ul>	
5636	<b>Matters arising from the Minutes (for information only)</b> <ul style="list-style-type: none"> <li>• 5622 Black Bin near the Parsonage has been moved to a more easily accessible position</li> </ul>	
5637	<b>Finance</b> <ul style="list-style-type: none"> <li>• Payments for expenditure explained and agreed by all</li> </ul>	
5638	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>• 22/0424/FUL Full: Major: Demolition of existing buildings and erection of 12 dwelling houses with associated infrastructure At: Roaming Roosters, Barrowford Road, Higham <ul style="list-style-type: none"> <li>- Approx 40 Higham &amp; Fence residents attended the Area Committee meeting with oral submissions against the application being made by 6 people together with Cllr Willoughby on behalf of the Parish Councils. The Area Committee can no longer pass or refuse but made a strong recommendation to refuse based on the 3 principal conclusions in the Parish Council's Planning Consultant's report. All planning applications that are referred must, at present, be decided at a full council meeting. That meeting will be held on Thursday 17<sup>th</sup> November</li> </ul> </li> </ul>	
5639	<b>Clerk's Report and Correspondence</b> <ul style="list-style-type: none"> <li>• The report was distributed before the meeting</li> <li>• 1 Councillor vacancy to advertise</li> <li>• Parking issue on HHR has been reported – will be investigated, however, there is a 6 week lead time</li> <li>• Chairman thanked Cllrs for attending the Remembrance service</li> </ul>	<i>Cllr Whittle</i>

	<ul style="list-style-type: none"> <li>Website/Facebook – Cllr Whittle to mention at next Village Hall meeting concerns over website and various facebook pages</li> </ul>	
5640	<b>Barrowford &amp; Western Parishes Committee</b> <ul style="list-style-type: none"> <li>Nothing pertaining to Higham other than the above planning application</li> </ul>	
5641	<b>Borough Councillors Report</b> <ul style="list-style-type: none"> <li>No report this month</li> </ul>	
5642	<b>County Councillors Report</b> <ul style="list-style-type: none"> <li>Nothing pertaining to Higham</li> </ul>	
5643	<b>Village Hall Committee Report</b> <ul style="list-style-type: none"> <li>No report this month</li> </ul>	
5644	<b>Monthly Playground Report &amp; Update</b> <ul style="list-style-type: none"> <li>Awaiting Lengthsman to repair wooden items</li> </ul>	
5645	<b>Village Maintenance Plan Update</b> <ul style="list-style-type: none"> <li>LBKV report has been circulated</li> <li>PROW – Cllr Willoughby is liaising with the Lengthsman re donated memorial bench, footpath works on the park and at Acres Brook bridge and will chase up children’s activity equipment replacement timber work</li> <li>Flags for the threepenny bit have been ordered</li> <li>Cllr Gadd to contact PBC for advice on wildflowers for the biodiversity planting</li> <li>Tarmac on Kiln Hill project has been agreed in principle. Cllr Whittle to confirm that the Village Hall Committee will contribute 1/3 of the cost</li> </ul>	<p><i>Add to Agenda next year for discussion on future entries</i></p> <p><i>Cllr Willoughby</i></p> <p><i>Cllr Gadd</i></p> <p><i>Cllr Whittle</i></p>
5646	<b>CCTV Committee Report</b> <ul style="list-style-type: none"> <li>Work in progress</li> <li>20mph signs are still needed</li> <li>Still awaiting technical description and plan from Chris Tetley</li> <li>Operational failure alert system required as a necessary extra</li> <li>“CCTV in operation” signage still needed – could be put on the metal boxes beside the poles</li> <li>Risk Assessment is looking good. Cllr Willoughby to forward final copy to Cllr Whittle for importing. Other documentation is ready</li> </ul>	<p><i>Cllr Whittle To liaise with Chris Tetley on these</i></p>
5647	<b>Parish Matters</b> <ul style="list-style-type: none"> <li>Spout Magazine – Thanks were expressed to Cllr Meredith for another good issue. The delivery list has been updated. Next issue will be published slightly earlier than usual</li> <li>Christmas Tree – Lengthsman to cut down and install. Cllr Meredith to organise a plaque</li> <li>Seniors Party – Arrangements in hand. Raffle items to be brought on the night</li> </ul>	
5648	<b>Items for Future Discussion / For next agenda</b> <ul style="list-style-type: none"> <li>CCTV</li> <li>Tarmac on Kiln Hill</li> <li>Councillor Vacancy</li> </ul>	

5649	<p><b>The date of the next meeting:</b></p> <ul style="list-style-type: none"><li>• Tuesday 20<sup>th</sup> December 2022 at 7.00pm</li></ul> <p>~~~~~</p> <ul style="list-style-type: none"><li>• The meeting closed at 20:59</li></ul> <p>Advance apologies received from Cllr Perrin for December meeting</p>	
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