



Draft Minutes of Meeting 12th April 2023

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

Apologies: Cllr. Mrs L. Willighan, Cllr. Mr R. Gadd, Co. Cllr. Mr H. Hartley,

Members of the Public Present: 0

No	Minute Heading	Action
5719	Public Questions 2 residents of Chapel Street have requested the trees overhanging their properties to be trimmed. We will arrange with the Lengthsman to look at these	<i>Cllr Metcalfe to contact Lengthsman and arrange</i>
5720	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> • None 	
5721	Minutes of the last meeting <ul style="list-style-type: none"> • Cllr Willoughby proposed that the minutes of 21st March 2023 were correct. This was seconded by Cllr Whittle 	
5722	Matters arising from the Minutes (for information only) <ul style="list-style-type: none"> • 5705 – There is still no update from PC Fielding regarding parking issues in the village. Putting notices on cars was mentioned, however, we have not seen any evidence of this. There is another drop-in session being held on Thursday 13th April, Cllr Willoughby will try to attend for an update • 5709 – A6068 Cycle track is confirmed to be on Pendle’s Cycling Legacy Strategy and therefore included in Pendle’s submission to LCC for inclusion in their Cycling and Walking Infrastructure Plan 	
5723	Finance <ul style="list-style-type: none"> • Payments for expenditure explained and agreed by all • LALC – It was proposed and agreed not to renew the LALC membership this year 	
5724	Clerk’s Report and Correspondence <ul style="list-style-type: none"> • The report was distributed before the meeting • Due to Cllr Willoughby’s decision not to stand for election we have received a Notice of Uncontested Election with one vacancy and we must exercise the power to co-opt within 35 days from 4th May or else an election will be called by PBC • Phone call and e-mail from Lauren McIntyre explained 	

5725	Planning Applications and Decisions <ul style="list-style-type: none"> • Planning Appeal on 22/0424/FUL (Roaming Roosters) now proceeding • Cllr Willoughby proposed to meet with the Applicants (as per phone call from Applicant's Agent, Lauren McIntyre); however, the Councillors were not in agreement. All agreed, however, for Paula Fitzgerald to respond to the appeal with input from Cllr Willoughby and to share the cost with Fence PC. Boro Cllr Newman also happy with this arrangement, Cllr Willoughby also to draft a supplementary representation letter detailing history of site and consequential views as discussed. 	<i>Cllr Willoughby</i>
5726	Barrowford & Western Parishes Committee <ul style="list-style-type: none"> • There is a lot of controversy on the policy surrounding using deallocated money. Cllr Willoughby expressed his concerns at the meeting and asked for them to be entered into the minutes • Hopefully money will be allocated at the next BWP meeting and we may get some funds • A replacement for Cllr Willoughby is needed to attend this meeting if possible 	<i>Clerk to liaise with Councillors</i>
5727	Borough Councillors Report <ul style="list-style-type: none"> • Nothing further to report 	
5728	County Councillors Report <ul style="list-style-type: none"> • No report this month 	
5729	Village Hall Committee Report <ul style="list-style-type: none"> • Full report and update received from Cllr Whittle • Lot of work is ongoing / in progress including windows and bargeboards, kitchen worktop and side drainpipe • Piano just needs fixing • Secretary position still needs to be filled • Cllr Whittle to sort Facebook pages • Cllr Whittle is away in June and September • User guide is still a work in progress 	
5730	Monthly Playground Report & Update <ul style="list-style-type: none"> • Cllr Gadd to liaise with the Lengthsman re outstanding jobs 	<i>Cllr Gadd</i>
5731	Village Maintenance Plan Update <ul style="list-style-type: none"> • Lengthsman - It was proposed and agreed to remain in the Lengthsman scheme with an annual contribution of £1,200 and to request a Quarterly breakdown of spending • Lengthsman to be asked to lay the woodchip (now on site) around bases of wooden play equipment and young trees beside sheds (removing turf first if appropriate) • Biodiversity – The ground is too wet now to proceed but arrangements in hand; explanatory piece to go in forthcoming Spout issue • LBKV – Map to be printed and forms to be completed and sent in by 30th April. Clean up day arranged for Saturday 20th May 	<i>Cllr Metcalfe to arrange</i> <i>Cllr Gadd</i>
5732	CCTV Update <ul style="list-style-type: none"> • System is now fully operational and has gone live; short introductory piece to be inserted in forthcoming Spout issue 	<i>Cllr Whittle</i>

	<ul style="list-style-type: none"> • CCTV router connection has been lost on a few occasions but it re-sets itself • Cllr Whittle to train Cllr Metcalfe on using the system • Digital Evidence Management System and NICE Registration explained • Hard Record File to be kept in cupboard beside monitor 	<i>Cllr Whittle / Cllr Metcalfe</i>
5733	Parish Matters <ul style="list-style-type: none"> • Spout – Please get items for the Spout to Cllr Meredith before the deadline of 6th April • Dogs – the 2 dogs from last month’s complaint have been seen running loose again. This will be monitored to see if further action is needed 	
5734	Items for Future Discussion / For next agenda <ul style="list-style-type: none"> • LBKV / Clean up day • Village Meeting 	
5735	The date of the next meeting: <ul style="list-style-type: none"> • Tuesday 16th May 2023 at 7.00pm • Annual Parish Council Meeting Tuesday 16th May 2023 6.30pm ~~~~~ • The meeting closed at 21:02 <p>*Advance apology received from Cllr Whittle for May, June and September meeting *Advance apology received from Cllr Metcalfe for June meeting</p>	