



**MEETING OF THE PARISH COUNCIL
MONDAY 10 SEPTEMBER commencing 6.45PM
HELD AT
BARROW PRIMARY SCHOOL**

Present: Cllrs Alan Scholfield (Chairman), Mrs Maureen Robinson (Vice-Chairman), Mr Robert Thompson, Mrs Susan Stanley and Mr Steve Houghton.

In Attendance: Lynne Olesinski (Parish Clerk).

2018/10/080 To receive apologies for absence

None.

2018/10/081 To receive declarations of interest

None.

2018/10/082 To approve as a correct record the Minutes dated 2 July 2018

RESOLVED – to accept and sign the minutes of the above meeting.

2018/10/083 Matters Arising

The Union Flag (Minute 2018/07/060(ii) refers) had been purchased and delivered by the Clerk to the Vice-Chairman, who, in turn had delivered it to Cllr Robert Thompson for safekeeping.

2018/10/084 To approve as a correct record the 2018/19 accounts to date and authorise payments

(i) Financial Statements - APPROVED (as far as was able (which was due to the fact the up to date Barclays Bank Statement (period 19 June 2018 to 18 August 2018) had not been received by the Clerk), as a correct record and signed by the Chairman. The Clerk then presented a letter addressed to Barclays Bank which was signed by the Chairman and Vice-Chairman, in order to obtain a copy of the above statement.

(ii) Payment of Invoices - RESOLVED to authorise payment of the following:

CHEQUE NO	PAYEE	DETAILS	INVOICE/MINUTE REF	AMOUNT £
100877	Lynne Olesinski	Salary July/August 2018, expenses, use of home and mileage	Minute 2018/10/84(ii)	230.06
100878	Anzo Tech Limited	Invoice 451 – Office 365 Subscription 2018/2019 and remote access support 2018/2019	Minute 2018/10/84(ii)	332.16
100879	Sabden Parish Council	Contribution to Lengthsman Scheme 2018/2019	Minute 2018/07/066(ii))	500.00

2018/10/085 To receive an update on Insurance provisions (Asset Register)

The Clerk had liaised with Came and Co who had forwarded a number of queries. **RESOLVED** – the Clerk and Chairman would liaise, in order to respond to the insurers.

2018/10/086 To review the Parish Council Policy Documents

The Clerk had obtained up to date policy documents which had been circulated to the Councillors prior to the meeting. **RESOLVED** – to adopt the following en masse and the Clerk to publish them on the Parish Council's Website:

- Standing Orders
- Financial Regulations
- Complaints Procedure
- Equal Opportunities Policy
- Risk Management Register
- Code of Conduct
- Model Publication Scheme
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(Item 13 of the Agenda was included in the above – see Minute 2018/10/095 below).

2018/10/087 To review attendance at meetings of other bodies and report back to the Parish Council (Parish Liaison Committee, LALC and Whalley, Wiswell and Barrow JBC)

(i) Parish Liaison Meeting – the next meeting was to be held 27 September 2018 – the Chairman noted that he had repeated his request to Ribble Valley that officers from LCC attend in connection with general liaison and the fault reporting system.

(ii) LALC – the Vice-Chairman and Cllr Stanley had attended the meeting on 15 August 2018. The Vice-Chairman noted concerns had been raised by Billington and Langho regarding who could speak at planning meetings. Concerns had also been raised in respect of Ribble Valley BC's Planning Policy, (in particular with regard to conservation areas). In light of this, RVBC were to look at their policy again.

(iii) Whalley, Wiswell and Barrow JBC – the Clerk, (in her capacity as Registrar to the Committee), had forwarded a report to the members prior to the meeting.

The reports were noted.

2018/10/088 To discuss various issues regarding highways and progress with faults reported to LCC

(i) Jetting of Back Lane: the Vice-Chairman gave a brief report noting the LCC had returned to jet the section of drain concerned. LCC were to dig and investigate sections with a view to resolving the problem.

(ii) Potholes: the Chairman noted that repair/performance had generally improved. However, the members would remain vigilant.

(iii) 50mph Speed Limit A671: the Clerk noted that despite having written to the Police (Minute 2018/07/064(iii) refers), the Police had not responded.

(iv) Installation of safe pedestrian footpath A671: following receipt of a request by a member of the public in this regard and a lengthy discussion by the members, the Chairman would contact LCC and then liaise direct and report back to the members.

(v) Fault Report Schedule: as the Chairman felt some reports had not reached the Clerk, he would check the report and update the Clerk where necessary.

(vi) Lengthsman Scheme: the Vice-Chairman noted that a grant of £250 (strimming of footpaths) was available (from LCC) and this was used by Sabden PC to clear footpaths in Wiswell. The Clerk also noted that there was a surplus of £252.50 (Lengthsman Scheme).

2018/10/089 To receive an update re installation of a Defibrillator
RESOLVED – the Chairman would draft a letter to BT concerning changes to the electricity supply arrangement.

2018/10/090 To receive a report re Works in the Village

(i) **Telephone Box:** following discussions on hiring a compressor, it was **RESOLVED** the Vice-Chairman would ask Edmund Sandham (who had hired the compressor when the signposts had been refurbished) in order for the box to be scarified and re-painted in Spring 2019.

(ii) **Boundary Stone at Wiswell Shay:** Cllr Thompson reported this was still in hand.

2018/10/091 To consider the recent grant application to RVBC under the Parish Grant Scheme for new highway signage and the renovation of fingerposts

The Clerk had contacted Colin Hurst, Head of Regeneration and Housing, RVBC, (Minute 2018/07/067 refers), who had responded noting the monies were still available. The Chairman also reported that Duncan Armstrong was making good progress in respect of the refurbishment of the fingerposts.

2018/10/092 To receive an update on Street Lighting Maintenance

Nothing to discuss.

2018/10/093 To receive a report on planning applications relating to Wiswell

The Planning Schedule (circulated prior to the meeting), was considered. **RESOLVED** - to submit comments as follows:

APPLICATION NO	DETAILS	COMMENTS
3/2018/0660	<p>4 Old Back Lane, Wiswell, BB7 9BS</p> <p>Single Storey extension to rear with roof garden (balcony) over. Alterations to windows and new dormer to rear. New rooflight.</p>	<p>Two of the four properties in this terrace already have a ground floor rear extension so a similar extension on No 4 would not be out of character. However, it should not extend beyond that of the adjacent property, noting that the plan is not dimensioned in that direction.</p> <p>Concerning the first-floor balcony, members cannot recall seeing such a feature on any similar terraced properties and the concept could lead to a significant loss of privacy and amenity for the neighbouring properties, as well as loss of light.</p> <p>For the dormer and roof light, although members would prefer the principles of the Conservation Area to be maintained, there is precedence for similar features on the rear of nearby properties and, if approved, these features should again be with strict control on dimensions.</p>
3/2018/0759	<p>Parker Place Farm, Pendleton Road, Wiswell, BB7 9BZ</p> <p>Retention and modification of converted shipping container to form one-bedroom holiday accommodation with</p>	<p>The Parish Council have no objection to the proposal provided this is a genuine business venture – i.e. designated as a holiday let, is sustainable and used solely for such purpose, subject to the following conditions: any temporary structures (the shipping containers) are removed, and the land reinstated if not used as a holiday let within 18 months from the grant of the retrospective planning permission, or any</p>

	vehicular access and parking.	18 month period thereafter. Any one let is allowed to occupy the holiday let for a maximum period of 30 days and cannot return within 60 days from the date vacated. A written record of lettings to be submitted to RVBC every 12 months (from the date of the grant of planning permission). These conditions to be applied to any planning permission granted.
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2018/10/094 To receive a report re General Data Protection Regulation (GDPR)

Following information received from LALC, the Clerk reported that the Commissioner’s Office had issued a statement that the Act exempted parish and town councils from the requirement to appoint Data Protection Officers. The report was noted.

2018/10/095 To discuss Ethical Standards Consultation

This was discussed previously (Minute 2018/10/086 above refers).

2018/10/096 To discuss arrangements for Remembrance Sunday 2018

The Chairman reported that he and Nigel Bentley had attended a meeting at Whalley which had (inter-alia) discussed this matter. As the time could conflict with Wiswell’s service, it was **RESOLVED**, the Chairman would contact Reverend Jonathan Carmyllie seeking availability. Following this, he would instruct the Clerk to implement the necessary arrangements.

2018/10/097 To receive an update on FP1 and FP8

The Clerk had requested an update from LCC (Minute 2018/07/073 refers) but nothing had been received.

2018/10/098 To receive an update regarding Pendle Hill Landscape Partnership

Cllr Thompson reported the official launch would occur on 3 October 2018 with a hike to the top of Pendle Hill on the 6 October 2018. Cllr Thompson would forward details to the Clerk, who would upload to the website.

2018/10/099 To receive an update on registration of Coronation Gardens and infestation of moles

(i) **Moles:** the Clerk had written to the owner of the land in question (Minute 2018/07/078(a) refers but had received no response;

(ii) **Registration of Coronation Garden:** Cllr Robert Thompson to prepare suitable plans.

2018/10/100 To receive an update on Lancashire Best Kept Village competition 2018

RESOLVED – (i) Cllr Stanley and the Clerk to attend the Award Ceremony on 15 October 2018, and (ii) the Clerk to obtain the up to date procedure in regard to judging from the Secretary.

2018/10/101 To receive an update on the Parish Council Website

(i) The Chairman would forward a “write up” of the fete (Minute 2018/07/76 refers) and (ii) the Parish Clerk would enquire of the website provider how many “hits” we had received, subject to requirements of Google search engine.

2018/10/102 To receive an update regarding Lancashire Combined Watch Forum

The Vice-Chairman reported that communication was working well between Nigel Bentley (Wiswell) and Mr Shorter (Sabden).

2018/10/103 To consider the content regarding the Winter Parish Newsletter 2018

RESOLVED – the Chairman to provide details to the Clerk in respect of Remembrance Sunday and Cllr Thompson to forward any historical content for inclusion.

2018/10/104 To discuss any other business

(i) Road Verges: RESOLVED (a) Cllr Houghton to liaise with Mr Laycock regarding verge maintenance and wild flower growth and report back, (b) to refund the purchase of wild flower seeds up to a sum of £30.00 upon the provision of receipts (made out to Wiswell Parish Council).

(ii) Grid outside telephone box: Cllr Thompson reported the “hole” in road. **RESOLVED** – the Chairman would report the fault to LCC.

(iii) Pepper Hill: the Clerk had forwarded, prior to the meeting, an e-mail received from United Utilities who had reported this matter had been resolved.

(iv) Purchase of Christmas Tree: RESOLVED – the Vice-Chairman would procure a tree at a cost of no more than £250.00.

2018/10/105 To confirm the date of the next meeting

AGREED - the next meeting would be held on Monday 5 November, 2018. At this juncture, the Chairman proffered his apologies in respect of this meeting as he would be unable to attend due to holidays.

The Chairman thanked everyone for attending and closed the meeting at 8.15pm

SIGNED.....

DATED.....