



Briercliffe with Extwistle Parish Council

Tuesday, 25th October 2022

Present: Councillor Adam Dack (in the Chair), Councillors Ben Eastwood, Michael Greenwood, Gordon Lishman, Pippa Lishman, John Stewart and Pam Vincent.

Others: 7 residents.

Councillor Dack opened the Parish Council Meeting and welcomed everyone.

<u>Agenda</u>	<u>Actions by Clerk</u>	<u>Cllr Support</u>
<u>Parish Council Agenda</u>		
22/23/054 Announcement		
The Meeting was advised that it would be audio recorded for accuracy of the Minutes and training and development purposes only.		
22/23/055 Apologies for absence		
Apologies for absence were submitted by Councillor Roger Frost who had a family event and Steven Wilkinson. Apologies were also given for the Clerk who was at the hospital for tests.		
22/23/056 Declarations of Interest / Code of Conduct		
Councillor Michael Greenwood declared an interest in the Contractor and Councillors Michael Greenwood and Pam Vincent declared an interest in Allotments.		

22/23/057	To receive reports from Working Groups		
1.	<i>Planning Working Group</i>		
The Planning Working Group had considered 1 appeal and 1 application.			
<p>1. APP/Z2315/W/22/3303538 – Appeal of application FUL/2021/0683 - Land and Buildings. Ingham House Farm Halifax Road Briercliffe. Proposed conversion of exiting garage and stables to two dwellings. Provision of a new access and associated garden and parking. Any previous submissions are to be checked to see if there are any revisions.</p> <p>2. FUL/2022/0517 - Change of use of existing barn to 2no. holiday lets (Class C3) and external alterations. Barn At Higher Cockden Farm Todmorden Road. There were no comments at this time, however if residents express concerns this will be reviewed.</p>			
Communications Working Group			
The newsletter has been finalized and 3 quotes have been received. It should be printed by this weekend and delivered next week. A list of Councillors for delivery is being agreed. Once this is done the Christmas newsletter will be started. There were no further updates.			
Allotments Working Group			
The Allotment Working Group has not met but has done an in-depth site inspection. New fences have been measured up, also some areas need replacing and fixing. A prioritisation program of refencing boundary fencing has been developed that will replace the majority boundary fences in a patchwork manner. All boundary fences will be replaced with 'pony net' fencing. The Working Group will meet again to look at the priorities. This includes the fencing previously reported by a tenant.			
All new tenancies have an inspection prior to let with photos and the new tenant signs to agree to take on the plot as it is.			
Skips have been ordered for Saturday 29 th October. An 8yd skip has been ordered at the Garages and a 2yd skip at the turning Circle. These will be delivered at 8:00am and removed at 12:00noon. A cheque is to be arranged with the Clerk and Councillor Vincent volunteered to hand over the cheque to the skip company at 8:00am.		Cheque	PV
An article with regards to the rat issue has been put in the newsletter and a copy can be shown to residents in attendance at the meeting. It advises about the correct way to dispose of rubbish, feed birds, bird feeders and how to correctly store food. This is the biggest item on the newsletter.			
There is one more site to strim for asbestos then the contractor can attend to provide a quote.			
Contractor Working Group			
Everything is up to date and hedge trimming has started. Mowing will stop as soon as the colder weather stops the grass growing. Repairs have been carried out and the Contractor will be at the BAGS Hut site on Sunday for people to advise what needs doing and a list will be compiled.			

It was asked if the hedges are going to be laid. It was noted that there are not the resources to do this and they will just be trimmed.		
It was asked if the Council was getting a contractor for the rats on the allotments. The plot affected has been written to. A contractor has not been agreed. The plot without a tenant needs to be strimmed first and dealt with by the Council. Councillor Eastwood declared a pecuniary interest in pest control work when asked if he could deal with the rats. The Council can visit and advise and the issue can be dealt with via the Allotment Association. Notices can be put on fences and a further newsletter article is to be provided about the personal use of rat poison.	Notices	Allot WG
There is DEFRA information about keeping livestock in due to bird flu and notices can be put on the Allotments. Information from DEFRA can be shared on social media.	Bird Flu Notices	Allot WG
Finance Working Group		
The Finance Working Group are making progress on the Asset Register and former Asset Registers. Now have access to Scribe Accounts including the Allotments package. The summary reporting is being looked at to see if there is an easier way to go through the large pile of information and put this in a simpler form.		
Scribe Allotments have been ordered and they will transfer the data, timescales are to be confirmed.	Timescales	Allot Lead
Projects Working Group		
Ideas were asked for projects for the Coronation next year. It was suggested linking it to the Gala, but people may want to watch at home, also it may be too early for the Gala being April/May. 2 English Oak trees were suggested for the Queen and King if sites can be identified. Suggestion included Sandiway Drive and Sheridan Street. Benches were also suggested. Ideas can be built upon in the next newsletter.		
The Council is doing the Christmas Biscuits again this year. Councillor Wilkinson has a link with Farmhouse Biscuits in Nelson and is willing to help. There are 32 names plus 5 spouses totaling 37 and there is a newsletter article asking for further names. Further contributors were suggested but it may be too late for this year.		
22/23/058 Updates and Reports (for information only)		
The Chair		
There was no report.		
Members of the Council		
Councillor Wilkinson had sent a report that the Bookstop is ready to start and does not need planning permissions.		
The Remembrance Day Wreath are being ordered, the Bowling Green are ready to go with cups and saucers. A volunteer has agreed to provide the sound system and a charity donation was suggested.		

The next stage on the Woodland Walk is in progress, evaluating what has been done and what needs to be done.		
22/23/059 Formally adjourn the meeting to allow for public participation		
RESOLVED: That the meeting is adjourned to allow for Public Participation.		
(a) Police Report		
PCSO Jody Hudson had sent a written report which was read out and is attached. An attempted entry to a Turning Circle garage has damaged the lock and tyres have been dumped. Jody is visiting people parking on double yellow lines on Halifax Road.		
(b) Public Questions		
Overgrown hedges in certain parts of the parish are only being trimmed rather than cut back and are overhanging pavements, though all are privately owned. Tiverton Drive have been visited and the issue is to be passed onto Highways. The Church is to be contacted about the trees.	Church	Clerk
A meeting is being held on Tuesday 1 st November in the Community Centre with regards to the Briercliffe Landrover.		
The Fridges and bottles have been removed from the BAGS plot, chipping has started and there is no room in the Parish Garage to store the wood. The Borough Council may be interested in the wood for the Towneley bonfire.		
New plot holders cannot be given tenancies until the new Scribe Allotment package is sorted.		
Lane Bottom has been completed and is looking lovely. The Bowling Green park area is covered in moss and is very slippery. This is a Borough Council issue and the Borough Councillors are on with it and looking at funding. It was suggested this could possibly get Lancashire Environment Funds.		
It was asked if the meeting recordings could be put on the website. This is to be discussed as a Council and will need to be included within the declaration. The Policy has not yet been agreed.		
There is only 1 empty Allotment Plot. The deposit accounts are being looked into. Plot numbers need to change and a map is now available. Deposits need to be identified on the accounts and a separate account was suggested.		
Alternative storage may be needed for the Briercliffe Landrover. The Landrover discussion will provide an agreement which will be brought back to Full Council. The meeting will be with the 3 Councils and their Clerks plus the Police.		
Finance Working group are looking into how the Allotment Deposits will be displayed in the Accounts. It was asked if the deposits should be in a Government Account rather than in a Council Account.	Deposits	Fin WG
The Allotment Site inspection identified a number of plots that are likely to be given up. The waiting list is being worked through. Empty plots have been highlighted. New tenants can refuse up to 3 plots, however, if there is no response, they are	Letting Policy	Allot WG

removed from the list within 10 days to 2 weeks. The policy is to be reviewed. There are 9 on the Garden list and 16 on Pens.																																															
(c) County Council Report																																															
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The Queen Street Mill Friends of group is up and running and now has a Treasurer. A consultant has been appointed to look at getting people more involved. The café is not operating at its best, not all menu items are available. It is £10 for an afternoon tea. It was suggested that it is draining money similar to Gawthorpe.																																															
(d) Borough Council Report																																															
Borough Councillor Gordon Lishman reported that Councillor Kelly attended the funeral of the wife of a previous Parish Clerk. It was celebrated that this would be the first Parish Council meeting that did not need to include an update on the Lane Bottom Park and Councillor Kelly was congratulated.																																															
(e) Allotment Society																																															
There was no report.																																															
(f) Other Organisations																																															
The Community Centre Report is attached.																																															
22/23/060 Formally reconvene the Parish Council Meeting																																															
RESOLVED: That the meeting is formally reconvened for Parish Council Business																																															
22/23/061 Finance																																															
<p>1. Accounts to be approved for payment. Additional bills included.</p> <table border="0"> <tr> <td>1.1</td> <td>Clerk Salary</td> <td>£457.82</td> <td>SO</td> <td>Paid</td> </tr> <tr> <td>1.2</td> <td>Briercliffe Community Centre room Hire</td> <td>£40.00</td> <td>#001701</td> <td>Paid</td> </tr> <tr> <td>1.3</td> <td>Whitehouse Garage</td> <td>£528.00</td> <td>#001702</td> <td>Paid</td> </tr> <tr> <td>1.4</td> <td>Burnley Council Lane Bottom Park</td> <td>£3,799.00</td> <td>#001703</td> <td>Paid</td> </tr> <tr> <td>1.5</td> <td>P. Lishman Expenses</td> <td>£82.98</td> <td>#001704</td> <td>Paid</td> </tr> <tr> <td>1.6</td> <td>HMRC</td> <td>£114.44</td> <td>#001705</td> <td></td> </tr> <tr> <td>1.7</td> <td>G.S.A. Contractor</td> <td>£1,080.00</td> <td>#001708</td> <td></td> </tr> <tr> <td>1.8</td> <td>Croftown MOT</td> <td>£50.00</td> <td></td> <td>Paid cash</td> </tr> <tr> <td>1.9</td> <td>P. Lishman flowers reimbursement</td> <td>£30.00</td> <td>#001709</td> <td></td> </tr> </table>	1.1	Clerk Salary	£457.82	SO	Paid	1.2	Briercliffe Community Centre room Hire	£40.00	#001701	Paid	1.3	Whitehouse Garage	£528.00	#001702	Paid	1.4	Burnley Council Lane Bottom Park	£3,799.00	#001703	Paid	1.5	P. Lishman Expenses	£82.98	#001704	Paid	1.6	HMRC	£114.44	#001705		1.7	G.S.A. Contractor	£1,080.00	#001708		1.8	Croftown MOT	£50.00		Paid cash	1.9	P. Lishman flowers reimbursement	£30.00	#001709			
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RESOLVED: The bills outlined above are paid.																																															
<p>2. Income Received</p> <table border="0"> <tr> <td>2.1</td> <td>Council Owned garages</td> <td>£524.38</td> </tr> <tr> <td>2.2</td> <td>Bank Interest</td> <td>£2.52</td> </tr> <tr> <td>2.3</td> <td>Allotment Rents</td> <td>£1,437.03</td> </tr> </table>	2.1	Council Owned garages	£524.38	2.2	Bank Interest	£2.52	2.3	Allotment Rents	£1,437.03																																						
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3. Bank Balances			
5.3. Bank Balances			
▪ Current a/c –	£18,754.29		
▪ Reserves a/c –	£13,943.28		
▪ Petty Cash -	£ 192.25		
▪ Garages -	£ 6,725.81		
Total	£39,615.61		
In the absence of the Clerk the bank balances, budget monitoring report, petty cash report and bank reconciliations are deferred.			
22/23/062 Minutes of the last Parish Council meeting			
To approve, as a correct record the minutes of the Parish Council meeting held on Tuesday, 27 th September 2022.			
RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 27th September 2022 are approved as a correct record.			
22/23/063 Matters outstanding from the minutes			
The Council logo was sent. The Remembrance Day teas and coffees were covered early, Pippa and Gordon were added to Facebook Admins and Nik Higham has been removed. The land registry search for the triangle next to the commercial confirmed it was owned by May Tree Developers. The Clerk is to write to the Developer to see if they would discuss transferring ownership.		Triangle	Clerk
22/23/064 Clerk's Report including Administration – for information only			
The Clerk's report was noted. A road closure notice for Talbot Street will be put on the website and noticeboards. A new date has been provided for the BPRCVS AGM. The Moving Traffic Consultation did not affect the Parish.			
22/23/065 It was agreed that the next meeting of the Parish Council will be held on Tuesday 22nd November 2022 at the Community Center, Jubilee Street at 7:30pm.			
The Chair thanked everyone for attending.			

BRIERCLIFFE AREA 13 th September – 24 th October 2022			
INCIDENTS REPORTED - 113			
NO	TYPE OF INCIDENT	LOCATION	DETAILS
1	Burglary	StandenHall Drive	Mountain bike stolen from the rear garden.
0	Criminal damage		

Minutes of the Briercliffe with Extwistle Parish Council Meeting 25th October 2022

1	Theft	Townley Street	Cast iron guttering stolen
2	Vehicle crime	Talbot Drive	Bike stolen from a roof rack
0	Theft of vehicle/UTMV	Balderstone Lane	Theft from vehicle
16	Nuisance	McLindon Court	Group of youths causing a general nuisance trying doors and throwing items at informants cctv.
		Clockhouse Avenue	Isolated incident
		Harrison Street	Two young people threw two stones at the kitchen window.
		Cuerdale Street	A number of logs with regards to a group of people setting up camp on spare land.
		Church Street	Isolated incident
		Douglas Road	Potential nails being left in the street.
		Talbot Street	Youths kicking at the door. I have spoken with the informant and details passed.
		Nicolas Street	Male shouting abuse towards a neighbour.
		Tarvin Close	Male banging on the front door wanting his mail. Male spoken to and warned not to re attend
		Wroxham Close	Neighbour dispute with regards to CCTV
		Balderstone Lane	7/8 males trying to jump over the fence into the waste recycling plant
Many thanks Jody Hudson PCSO 7738.			

Community Centre Report October 2022

- Very little to report this month, bookings remain steady
- We are monitoring fuel bills and will have to consider raising rents but as we have some grant money left that should carry us through for a while.
- We have arranged for the chairs to be cleaned
- The front porch and the main door need repainting and we have asked for quotes
- We have been approached about providing a 'warm space' for vulnerable people during the winter but most days are fully booked with groups so it would be difficult. We would also need volunteers to open and close the centre.
- Some outside work was done this month. The bushes and shrubs were cleared round the side and the back, and the grates in the car park were cleared.