



Briercliffe with Extwistle Parish Council

Tuesday, 27th September 2022

Present: Councillor Adam Dack (in the Chair), Councillors Ben Eastwood, Roger Frost, Michael Greenwood, Gordon Lishman, Pippa Lishman, Pam Vincent and Steven Wilkinson.

Others: Steve Watson (Clerk), Elliot Atkinson (Contractor), Alan Firminger (Allotment Association), plus 10 residents.

Councillor Dack opened the Parish Council Meeting and welcomed everyone. The Meeting was advised that it would be audio recorded for accuracy of the Minutes and training and development purposes only.

A Council statement has not been agreed.

<u>Agenda</u>	<u>Actions by Clerk</u>	<u>Cllr Support</u>
<u>Parish Council Agenda</u>		
22/23/043 Apologies for absence		
All Councillor were present.		
22/23/044 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.		
The Vice-Chair explained that the Council was trialing a new order on the agenda. The Working Groups and Councillors Reports would be taken first in the hope of answering questions before they arise, rather than residents having to wait to the end of the meeting to get an answer.		

22/23/045	To receive reports from Working Groups		
1.	<i>Planning Working Group</i>		
<p>There have been no plans submitted this month. The Working Group is aware of a proposed plan for a solar farm, however the Group need to see the Application before they can make comment on it. The Group will scrutinize it in detail once it has been submitted.</p> <p>The Council were advised that the number of objection that a Planning Application needs to ensure it is considered by the Development Control Committee is being increased from 1 to 3. 5 was suggested, however it has been agreed this will become 3.</p>			
Communications Working Group			
<p>The Working Group met last week and have talked to a company with regards to an update for the Website and a price has been requested. The new website will have a newsfeed at the top of the pages, a pay online facility and is capable of having adverts for groups and community events. It will become a hub for all information for Briercliffe.</p>			
<p>It has been agreed to put out a Briercliffe Parish Newsletter as soon as possible and articles have been agreed. A picture of all Councillors is needed and a print run of 2,500 newsletters will cost £330, which is within the existing budget. The first newsletter will be 4 sides of A4 and include information on the Council as well as other articles. A printable logo is to be provided. A further newsletter is to be produced for Christmas at the end of November or beginning of December. The first edition will not contain adverts.</p>		logo	Clerk
<p>The noticeboards are up to date with the exception of the Allotment Noticeboard which is awaiting repairs and new locks.</p>			
<p>The Remembrance Day tea & coffees need to be organized and the joint Churches will send out details via email. Councillor Frost has the Order of Service and the Bowling Club have been approached but have not yet responded. Councillor Vincent will arrange the teas & coffees and Councillor Frost will order the Wreaths.</p>		Tea & coffee Wreaths	PV RF
<p>The Facebook page is to be updated. It will no longer be a closed group but comments will be turned off. Councillors Gordon and Pippa Lishman have been agreed as new Admins and comments will be via the website.</p>		Add new Admins	AD
<p>Plans for the King's Coronation are to be started and information on other organisation's plans are to be collated and advertised.</p>			
<p>County Councillor Cosima Towneley attended the meeting.</p>			
<p>Suggestions for the Coronation were a bench and street parties. The Coronation is expected late Spring to Summer. Another suggestion was a tree or a number of trees and the Project Group are to be asked to make recommendations.</p>		Coronation	Project WG
Finance Working Group			
<p>The Finance Working Group didn't report.</p>			

Contractor Working Group		
The grass cutting season is coming to an end, planters have been filled with autumn/winter plants and spring bulbs. The Woodland Walk sign has been installed on the viewing platform and a start has been made on hedge cutting.		
The Allotment strimming has been carried out		
Allotments Working Group		
There is to be a rent update and reminder letters are to be sent. There had been 1 new application but this was outside the Parish and the applicant has been notified.		
The tap repair has been passed to the Contractor Working Group and access will be needed onto the plot to carry this out.	tap	Contract WG
A big skip is to be ordered for October and a location needs to be agreed, a second skip is to be provided on the Turning Circle.		
The Waiting List is up to date, although the dates on the website need to be amended. The Garden list is down to 8 people and all the new plots are now tenanted with tenancy agreements signed off.	Dates	Allot WG
Water butts are to be purchased and there are still some outstanding boundary fence repairs required which will be identified at the Allotment Site inspection being held on the 13 th October.	Identify Fences	Allot WG
There is to be a review of Allotment Polices to strengthen enforcement of untidy plots. Tenants will be consulted on the proposed changes around Christmas time. Also tenants details will be checked to ensure they are up to date. It was agreed that Scribe Allotment software will be purchased.		
The Working Group have discussed having 2 Allotment Tenant Members and this will be achieved in the New Year.		
The Communication Working Group are looking into how Allotment Holder are communicated with.		
The Allotment plots and garages with asbestos have been strimmed and a meeting has been arranged with contractors to get quotes within the next few weeks.		
Letters have been sent to the corner plot holders with a rat problem.		
The rent day is to be reintroduced next March in the Community Centre.		
Projects Working Group		
There have been a couple of suggestions mentioned including a tree planting scheme under the Queen's Green Canopy Scheme.		
A Bowling Green park was mentioned.		
An opening ceremony for the Woodland Walk sign has been suggested.		

A dangerous stump in the Woodland Walk below the Oak tree is a trip hazard and needs to be removed.		
22/23/046 Updates and Reports (for information only)		
The Chair		
There was no report.		
Members of the Council		
There were no further reports.		
22/23/047 Formally adjourn the meeting to allow for public participation		
RESOLVED: That the meeting is adjourned to allow for Public Participation.		
(b) Public Questions		
It was noted that the main gate into the allotments had collapsed where the plainings are.		
There are problems with rats due to people feeding the birds and dirty back yards. It was suggested that a newsletter article outlines the problems. Hyndburn Council do a drain bating service in areas of concern in Burnley, although these are usually in the Town Centre. A poster asking people not to feed birds is to be put in the Noticeboards.		
There are some allotment plots need to be tidied including the old BAGS Hut plot. The white goods on the BAGS plot are to be disposed of without a cost to the Council and the rest of the hut will be put in temporary storage before the next meeting. A resident is still awaiting an invoice and hasn't had one for years.		
It was agreed that there would be 3 advertised allotment site inspections and 2 not advertised inspections each year. It was noted that Burnley Borough Council no longer provide skips because they can't get insurance for them following a skip fire. It was asked who would pay for the BAGS clearance and it was noted this would come from allotment funds.		
It was asked if the triangle adjacent the Commercial could be cleared, though the owner had refused the Council permission to enter the land in the past. Wildflower seed have been put on the area and it was suggested that community groups could be asked to spread wildflower seed in designated areas. It was suggested that it is cleared this year whilst the Council discusses what to do with the land, if the Council should maintain it and check the costs for the next meeting. Ownership needs to be checked and permissions requested and whether this would include structural maintenance. It was suggested the Council had maintained the area for 23 years and that the path behind also needs tidying. It was agreed to weed the triangle. It was noted that there was a wildflower scheme a few years ago and designated areas need to be carefully selected and this could be a project for the Project Group. The community and schools could be involved.	Land Registry	PL
It was suggested that there should be a figure in the accounts for the amount of deposit money the Council is holding.		

The Contractor will meet with Allotment Tenants on the 3 rd Sunday of each month to discuss issues and these dates are to be advertised.		
The hedge down Cockden should be cut by the County Council		
Netherwood Street have asked for a no through road sign, but the County will not permit this. Yellow lines are needed on the corners.		
The Briercliffe Landrover needs a decision as Councillor Stewart is storing it and wants it removed.		
(a) Police Report		
PCSO Jody Hudson had sent a written report which is attached.		
(b) Public Questions submitted in advance		
The Public Questions submitted in advance were read out and answers are attached. Councillors Eastwood and Vincent were thanked for sorting out the Book of Condolence and the flying of the flag following the death of Her Majesty the Queen.		
(c) County Council Report		
The County Councillor reported that there were moves at County to open up community buildings as warm places in each Borough and grants would be available for additional costs incurred. Applications are to be made to the Borough Council. Drains are being monitored and grit boxes are being prepared for winter.		
The County will be making funding available for wildflowers and a meadow mix rather than wildflower mix was suggested.		
(d) Borough Council Report		
Borough Councillor Gordon Lishman read out a report which is attached.		
(e) Allotment Society		
The Sunday morning tea and coffee sessions will stop at the end of September.		
(f) Other Organisations		
There was no report.		
22/23/048 Formally reconvene the Parish Council Meeting		
RESOLVED: That the meeting is formally reconvened for Parish Council Business		

22/23/049	Finance		
1.	Accounts to be approved for payment. Additional bills included.	8.	
1.1	Clerk Salary	£457.82	SO Paid
1.2	HMRC	£114.44	#001693
1.3	G.S.A. Contractor	£1,856.00	#001694
1.4	Shelley Signs	£1,854.00	#001695
1.5	P. Vincent Expenses	£169.99	#001696
1.6	David Ogilvie	£5,734.80	#001697
1.7	Scriber	£654.00	#001698
1.8	PKF Littlejohn	£240.00	#001699
1.9	Burnley Borough Council	£3,067.23	#001700
1.10	Briercliffe Community Centre	£40.00	#001701
1.11	Whitehouse Services	£528.00	#001702
1.12	Burnley Borough Council	£3,799.00	#001703
1.10	P. Lishman Expenses	£82.98	#001704
RESOLVED: The bills outlined above are paid.			
2.	Income Received		
2.1	Council Owned garages		£1,135.44
2.2	Bank Interest		£2.37
2.3	Allotment Rents		£601.90
3.	Bank Balances		
5.3.	Bank Balances		
	▪ Current a/c –		£20,369.07
	▪ Reserves a/c –		£13,940.74
	▪ Petty Cash -		£ 273.63
	▪ Garages -		£ 6,244.77
	Total		£40,828.21
RESOLVED: That the bank balances, budget monitoring report, petty cash report and bank reconciliations are noted.			
The External Audit Report was considered.			
RESOLVED: That the External Audit Report is approved.			
It was proposed that £6,000 is transferred from the Garage account to the Current account.			
RESOLVED: That £6,000 is transferred from the Garage account to the Current account.			
22/23/050	Minutes of the last Parish Council meeting		
To approve, as a correct record the minutes of the Parish Council meeting held on Tuesday, 19 th July 2022.			
RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 19th July 2022 are approved as a correct record.			
22/23/051	Matters outstanding from the minutes		
All matters had been dealt with. The Solar farm is waiting on the application. The Community Centre already has a PA System in the cupboard and Anne & Christine will look into how this works. Water Butts are on-going and the Council			

could contribute to a scheme. The Landrover meeting is to set a date, Friday 7 th or 21 st October were suggested and the Chair and Clerk of each Parish plus Rob Grey and Mark from the Police are to be invited.		
Deliveries of additional allotment chippings has been stopped and they will be moved, new deliveries will be made at the top of the area. Plainings are causing an access issue and new deliveries will be relocated.		
22/23/052 Clerk's Report including Administration – for information only		
The Hedgehogs R Us scheme was considered, it was noted that a Parishioner sells similar items at a lower cost and there is a Woodland Plan. It was agreed not to participate in the scheme.		
22/23/053 It was agreed that the next meeting of the Parish Council will be held on Tuesday 25th October 2022 at the Community Center, Jubilee Street at 7:30pm.		
The Chair thanked everyone for attending.		

BRIERCLIFFE AREA 18 th July – 13 th September 2022			
INCIDENTS REPORTED - 163			
NO	TYPE OF INCIDENT	LOCATION	DETAILS
7	Burglary	Bancroft Road	Unit broken into whereby the offender has smashed a glass window. Nothing taken. No further lines of enquiry.
		Holgate Street	Unit broken into whereby the offender has used a car jack to open the shutter. Enquires ongoing into CCTV.
		Shore Avenue	Shed broken into unsure what has been taken. No lines of enquiry.
		Duke Street	Shed broken into items taken. CCTV shows the offence but no ID can be made.
		Balderstone Lane	Unit broken into whereby the padlock has been broken off.
		Westbury Close	Garage broken into and two bikes stolen.
		Christleton Close	Garage door broken and a number of items taken – 3 bikes, pressure washer,

Minutes of the Briercliffe with Extwistle Parish Council Meeting 27th September 2022

			2 lawn mowers, strimmer and a leaf blower.
6	Criminal damage	Gilbert Street x2 Briercliffe Road Widow Hill Road Holgate Street Swinden Reservoir	Windows smashed by a named offender. Enquiries still ongoing. Smashed window – isolated incident. Cables stripped No ongoing enquiries. Unknown offender has kicked at the door causing damage. Metal Grate has been damaged no ongoing enquiries.
6	Theft	Lydgate & Cross Street Burnley Road Burnley Road	Parcel has been delivery but not received by informant – no ongoing enquiries. Shed broken into whereby food, alcohol and paint has been stolen. No ongoing enquires. Shop lifter stealing bottles of wine. CCTV shows the offence but the offender is wearing a face mask. No ongoing enquiries.
1 0	Vehicle crime Theft of vehicle/UTMV	Granville Street	Window smashed by offender throwing a brick through the rear window. No follow up enquiries.
12	Nuisance	Cuerdale Street x2 Hallam Street Talbot Street Camp Street Townley street	Unwanted male turning up at the address. Nuisance dog barking. Youths causing a nuisance kicking at the front door. Isolated incident Group of youths walking down the street with carrier bags caller concerned bag possibly contain alcohol. Patrol

		Queen Street	makes to the area but no trace of any groups.
		Queen Street	Male continuously kicks the sign until it fall onto the floor. CCTV has been gained and enquires on going.
		Queen Street	Group of youths being abusive towards others.
Many thanks Jody Hudson PCSO 7738.			

Public Questions

Hi, I would like to enquire as to what the newly elected councillors have done for the Parish and Parishioners since their election and what they have planned for the remainder of this year, I only ask as I can't see any planned projects etc being discussed in previous meeting minutes, the addition of the commemorative benches are very commendable but this project was planned and delivered by the previous council.

I look forward to your response.

All Councillors work together as a Council. We share responsibility for the Council's continuing work and any new projects.
 The new members of the Council are settling into their roles and learning about the Council's work and how it operates. The Council has established Working Groups for the main areas of our work and there is a Group looking at new projects.
 As a Council, we are committed to working with all residents to improve our services for their benefit. The Council made arrangements to respond to the death of HM The Queen, including the Book of Condolences, and the Parish was represented at East Lancashire's Memorial Service. Several other projects are being developed and will be reported to the Council in due course.

I must commend the Council for the purchase and installation of the new bench on the footpath in Lane Bottom it really does look great! Particular thanks to Cllrs. Eastwood and Vincent and former Cllrs. Coles and Green who all contributed in making the decision and doing the legwork into making this happen! Well done! 🙌🙌

Briercliffe Parish Council
Borough Councillors' Report – September 2022

Rats: We have had frequent reports of rats in back streets, back yards and gardens. Pest Control officers have visited and baited. They always ask residents to stop feeding birds because that is one of the most frequent attractions. Most residents keep their back streets clean and put rubbish in their bins and we remind them not to put bags out until the day of collection and not to leave rubbish on the back streets. If anyone sees rats, please contact Burnley Council and make an appointment for the Pest Control officer to come out.

Noise nuisance: There are reports of noise nuisance again coming from Heasandford Industrial Estate. Environmental Health officers have visited but unfortunately not heard the noise and not been able to trace its source. If people hear it please will they contact Environmental Health at Burnley Council and keep a record of times then officers know when to visit.

Halifax Road Wall: After much chasing the County Council have finally repaired the wall on Halifax Rd damaged in an accident.

Halifax Rd closure: The closure planned for late August to repair fire hydrants was deemed unnecessary and we are now assured that it won't take place. We only found out about it because the Parish Council was informed; the County had decided that Briercliffe was in Pendle. They also hadn't noticed that there was a planned road closure at Sweetwell at the same time, which would have meant that Catlow was the only route in and out of Lane Bottom for several days!

Lane Bottom Park: Lane Bottom park is finally refurbished and opened. There were a couple of setbacks when the contractors found deep concrete but it finally opened just before the end of the school holidays. It took such a long time to get the play equipment renewed but it is being well used and popular with children. Both Parish and Borough Councillors were invited to the opening but unfortunately it was very short notice due to the delays. A big thank you to the Parish Council for their generous financial support. It wouldn't have been as successful without it. A local stonemason has volunteered to organise a plaque or engraving on the entrance stone. Anne is meeting him there this week. Our next project there will be to apply for grants to get the grass area drained because it will be a very expensive project.

Bowling Green park: We hope to get some funding from next year's Borough Council budget towards some refurbishment.

Book of Condolences: We thank the Parish Council for organising and manning the on the death of her Majesty Queen Elizabeth II in the Community Centre. The benches on the end of Duke St look brilliant and are a lovely tribute to the NHS and a commemoration of Queen Elizabeth II's Platinum Jubilee. Maybe a Coronation bench for King Charles III next year?

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Community Centre Report

Bookings remain stable. A new group is starting on 29th September for Mums and Babies. We've tried for a long time to get a group going for young children and have finally got some volunteers to run it. They are having an initial get together this week while they wait for DBS checks to come through.

Children's birthday parties continue to be popular and our prices have stayed the same since we got the COVID grants. However, we may need to discuss increases if the energy bills rise significantly. It's looking like times are going to be difficult financially and we want the community centre to be available for people to use and as long as we don't make a loss we want to keep our rates the same. A lot of refurbishment and work was done last year and so there shouldn't be any big jobs to be done in the near future. The only big expense we foresee is to replace the carpet but we have the reserves to use when necessary. It is unlikely that we will need to ask the PC to precept for a grant for us next year.

At the last meeting, mention was made of the need for a microphone. There is a microphone and sound system in the store room which you can use if you know how to set it up!!

We have had a regular grass cut every 3 weeks and this week have had the shrubs round the side and back strimmed and tidied. Also, the grate on the car park has been cleared as we have had regular lakes.

Many users of the Centre comment on the state of the old Library. There is rubbish dumped round the back and the whole building looks a sorry and unkempt sight. Could the PC and the county Councillor put some pressure on the County Council to decide what they might do with the building in the long term. They do come monthly to cut the hedge at the front and cut the 2 small grass area on each side of the gates to the car park.

Anne Kelly, Chair