



## Briercliffe with Extwistle Parish Council

**Monday, 15<sup>th</sup> January 2018**

**Present:** Councillor Kelly (in the Chair), Councillors Bailey Frost, Hawkes, Lishman, Royle and Vincent.

**Others:** Steve Watson (Clerk), Stephen Hayward (Allotment Manager) County Councillor Cosima Towneley, PC Nagina Ahmed and PCSO plus 6 residents.

Councillor Kelly opened the Parish Council Meeting and welcomed everyone.

### Agenda

Actions by  
Clerk

Cllr  
Support

### Parish Council Agenda

#### **17/18/083 Parish Council Vacancy**

There had been 1 application for the vacancy from Nick Higham

**RESOLVED: That Nick Higham is co-opted onto the Parish Council.**

Councillor Nick Higham was invited to join the top table.

#### **17/18/084 Apologies for absence**

Apologies were submitted on behalf of Councillor Dack who was unwell.

**RESOLVED: That the apologies and reasons given are accepted.**

#### **17/18/085 Declarations of Interest / Code of Conduct**

There were no Declarations of Interest. It was confirmed that Pecuniary interests do not include family relationship, which do not need to be declared.

#### **17/18/086 Formally adjourn the meeting to allow for public participation**

**RESOLVED: That the meeting is adjourned to allow for Public Participation.**

**(a) Calico Proposals Royal Court**

There was no further update on the Calico development.

**(b) Public Questions**

There were no Public questions submitted in advance.

**(c) Public Questions at the Chair's discretion**

A resident had reported a back yard full of rubbish and rats to Streetscene, the Streetscene ML  
Borough Councillor will follow up the issue.

A resident asked what was being done about recent robberies. She also advised that she was part of the Space Bus project which has been a success. Cars parking near the woods at the end of Queen Street were also reported.

The Police outlined that burglaries were now from 6 to 4 this month and there were 3 vehicle crimes, 10 nuisance logs those half of these were from the same caller. There is still a problem of dog fouling and an article is in the newsletter asking residents to report it. The more reports the more action is taken. Notices have been put up and enforcement has visited. The issue of un-muzzled dogs was also looked into. Posters advertising the Space Bus are to be provided.

The Police advised there had been a total of 90 logs compared to 87 last year with 10 logs of suspicious behaviour, there were no serious crimes and Queen Street Mill and the Turning Circle are to be patrolled.

The Police were thanked for their report.

**(d) Police report**

There was nothing further to report.

**(e) County Council Report**

The County Councillor reported that the proposal for Queen Street Mill is due in February and will have an impact on Queen Street Mill and the Library. A large pot-hole was reported near the roundabout. The wall to Lane Bottom is to be priced and the wall at the crossroads has not been repaired following a collision. A meeting has been requested with County with regards to flooding of the Lane Bottom play area.

The County Councillor was thanked for her report.

**(f) Borough Council Report**

There were no Borough Councillor reports.

**17/18/087 Formally reconvene the Parish Council Meeting**

**RESOLVED: That the meeting is formally reconvened for Parish Council Business**

**17/18/088 Minutes of the last meeting**

The minutes of the last meeting held on 20<sup>th</sup> November 2018 were submitted for approval as a correct record.

**RESOLVED: That the minutes of the Briercliffe with Extwistle Parish Council meeting on the 20<sup>th</sup> November 2018 are approved as a correct record.**

**17/18/089 Matters outstanding from the minutes**

The overhanging hedge has been done, quiet lanes have changed the name, dog fouling was dealt with earlier and the slippery paths were checked.

**17/18/090 Clerk's Report including Administration – for information only**

The Clerk's Report and correspondence was circulated prior to the meeting and noted. It was agreed that the Douglas Road tenancy could be moved to the new owners.

It was noted that the Clerk's salary for January needs amending for tax and that on-line banking is now available.

**RESOLVED: The new owners of 3 Douglas Road can take over the land tenancy.**

**17/18/090 Updates and Reports (for information only)**

**Members of the Council**

The Council is now ready to apply to the Lancashire Environmental Fund for the Woodland Walk for £15,000 with a Parish Council contribution of £2,000 which can be a contribution in kind. It was agreed in principle to give a £2,000 contribution in kind. The path is phase 1.

The Heritage Boards should be installed by Easter and the Newsletter has gone to print and help will be needed with deliveries as some usual deliverers are unavailable. It was suggested that newsletters are posted to addresses in Thursden.

The tenant of a DELF garage has stated he has paid but the records don't agree. The outstanding rent is to be checked when due and the Kiddie Chaos lease is to be chased. Advert money is to be chased. Allotment rent increase letters are not being sent until the path issues have been resolved. The garage payment list to show January payments and it was explained that VAT is shown on the bottom of the Budget Monitoring report.

**Community Centre Update**

Councillor Nick Higham is to be a member of the Community Involvement Working Group and the Community Centre Accounts are going to the auditor, £450 has been put into reserves.

**Website**

Website statistics were available, with 73 unique visitors and 149 page views.

**Newsletter**

The newsletter was dealt with earlier

**Heritage Items**

There was no report.

**17/18/091 Finance**

1. Accounts to be approved for payment. Additional bills included.

1.1	Clerk Salary	£404.21	SO PAID
1.2	Greenwoods Lengthsman	£400.00	SO PAID
1.3	Blakeys Keys	£15.12	1322 PAID
1.4	Safety Signs	£21.24	1323 PAID
1.5	HMRC Nov & Dec	£202.10	1324 PAID
1.6	Clerk Home working expenses	£200.00	1325 PAID
1.7	Legal Fees	£1,500.00	1327 PAID
1.8	Greenwood Lengthsman additional hours	£882.00	1328 PAID
1.10	Universal Containers	£7,992.00	53 PAID
1.10	Briercliffe Community Centre Association	£80.00	13210
1.11	Blakeys Padlock	£71.52	1330
1.12	Lanlee Lengthsman Christmas Lights	£150	1331
1.13	Oliver Bettany	£20.00	1332
1.14	HMRC	£101.05	1333

**RESOLVED: The bills outlined above are paid.**

2. Income Received

2.1	Briercliffe Society Christmas Hampers	£50.00
2.2	Garage rent and deposit	£173.35
2.3	Garage rent and deposit	£408.00
2.4	Advert	£15.00
2.5	Bank Interest	£0.37

3. Bank Balances to 31<sup>st</sup> December 2017

▪	Current a/c –	£	1,282.05
▪	Deposit a/c –	£	9,221.19
▪	Petty Cash -	£	86.83
▪	Facebook Boost -	£	100.00
▪	Garages -	£	1,012.13
	Total	£	11,702.20

The budget monitoring report, petty cash report and bank reconciliations were circulated.

**RESOLVED: That the bank balances, budget monitoring report, petty cash report and bank reconciliations are noted.**

The 2018-19 Budget and Clerk's Salary review are to be considered at the Finance Meeting on the 29<sup>th</sup> January.

**16/17/092 To receive reports from Committees and consider the Recommendations**

1. *Allotments Committee*

The Allotment Committee Minutes of the 4<sup>th</sup> December were noted and the recommendation contained within were approved. G30 is to receive tidy letter, the stone wall at the far side needs repairs and the Allotment land sale is to go to the Finance Committee.

2. *Planning Committee*

There was no further report.

3. Finance and Strategic Planning Committee

The Finance and Strategic Planning Committee haven't met. A meeting was set for Monday 29<sup>th</sup> January 2018 at 7:30pm in the Community Centre.

**16/17/093 To receive reports from Working Groups – for information only**

1. *Planning Working Group (excluding planning applications) -*

*There was no further report*

2. *Community Involvement Working Group*

The Community Involvement Working Group was covered earlier. The Community Centre is to be booked for Community Involvement events.

4. *Lengthsman Working Group*

The Working Group have agreed the list of Lengthsman jobs following a meeting to help budget more efficiently.

5. *Finance working group*

The Group has no met.

6. *Strategic Planning working group*

The Group has no met.

**16/17/094 Matters identified for future consideration**

There were no matters identified.

**16/17/095 It is proposed that in view of the sensitive and confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

An update on an Allotment Tenant was provided.

**16/17/096    The next meeting of the Parish Council is due to be held on Monday 19<sup>th</sup> February, 2018 to immediately follow the Planning Committee at 7:30pm.**