

# TRAWDEN FOREST PARISH COUNCIL

## Minutes of the Meeting held on Monday 9<sup>th</sup> May 2005

### **Meeting started 7.36pm**

#### **Present**

Chairperson	Karen Galvin
Vice Chairperson	Gillian Greenwood
Councillor	Raymond Clough
Councillor	Ruth Crompton
Councillor	Beverley Robinson
Councillor	Emma-Jane MacDonald
Councillor	Barry Hodgson
Councillor	Ian Hartley
Councillor	Adrian Foulkes
Clerk	Alison Clay

#### **Also Present**

David Pollard	Press Representative
David Robertson	Visiting Councillor
Mark Gardner	Trawden Community Group
Jacqui King	Trawden Flower Festival

#### **Apologies**

Councillor Melva Burton

#### **Minutes**

The minutes of the meeting 4<sup>th</sup> April 2005 were approved and signed correct, Proposed by Councillor Raymond Clough, seconded by Councillor Karen Galvin

#### **Water Pipes**

Councillor Clough stated that he and Councillor Foulkes had been investigating the water pipes at Wellhead Winewall. More investigation is still required.

The wall will require re-instating, also found some old steps at a part of the wall.

It was agreed by the Council that if possible the steps be re-instated.

To be discussed further-under the Capital Grant.

Water Pipes on next agenda.

#### **Highway Business Plan**

Letter sent to LCC 18/04/05-re-sent letter 03/05/05-for attention of Mr Terry Carter.

Councillor MacDonald discussed peoples concern over the zebra crossing outside the Post Office.

To wait for the reply from LCC.

It was stated that the new bus shelter has been erected on Church Street; the children's crossing sign is now obstructed by the shelter. Contact Borough of Pendle to ask for the sign to be moved.

The sign for Wycoller on Skipton Road at the bottom of Rock Lane is on the right hand side of the road. Contact Borough of Pendle-to ask for the sign to be moved to the left hand side.

Councillor Clough expressed concerns over the road marking at the area at Hill Top Winewall.

Contact Borough of Pendle-ask if the marking of the roads will be carried out soon.

Contact Fire Brigade to ask if they have any problems when carrying out the exercise around the village especially at night times on Colne Road/Hollin Hall and Hill Top at Winewall.

Mark Gardner from Trawden Community Group expressed peoples concerns over the diversion of the access at Hollin Hall development. This will be the new permanent access adopted road for the new development.

It was agreed that the plans for the development be brought to future meetings.

## **The Parish Plan-**

The following audit was presented to the Parish Council.

### **Trawden Forest Community Audit Report for Parish Plan Produced by Community Futures working with Trawden Community group**

#### **Consultation**

- Community Exhibition on 19<sup>th</sup> February 2005 attended by around 200 people with a visioning workshop attended by 40 people.
- Workshop with 23 Year 6 pupils at Trawden Forest Primary School
- Workshop with 7 young people at Trawden Youth Club
- Questionnaire sent to 1061 households in Trawden, Cottontree, Winewall and Wycoller. 33% were returned (349 households representing 876 people, of which over 75% lived in Trawden).

#### **Key themes emerging from consultation**

##### **The positives:**

- Local environment

Beautiful views and surrounding countryside, local woodlands and waterways

- Recreational facilities for children

Children and young people felt that the Recreation Ground and Ball Grove Park were amongst the best things in Trawden Forest

- Community activities and groups

From the community exhibition alone it was clear that there are many active community groups in the parish. Residents quoted many of these in the visioning workshop as good things about the parish

- Community facilities and services

Adults and young people noted numerous local services as being positive features of the parish. The 'top shop' was a particular favourite and the doctor's surgery was considered an excellent local amenity

##### **Issues, concerns and aims for the future**

- Facilities for children and young people

Improvements to the availability and quality of organised and informal recreational opportunities. Specific improvements were called for to the playground and recreation ground in Trawden

- Road Safety  
Vehicle parking and speeding traffic of particular concern
- Local development

Significant concern around how local development (particularly new housing development) was already affecting, and would continue to affect, the character of the parish. Residents called for greater sensitivity towards preserving and maintaining the existing and treasured village characters.

- Dog fouling and littering

A common concern throughout the parish and one that residents were keen to see addressed promptly.

Mr Mark Gardner stated that photos from around the village would go on the front cover of the plan. Require funding to produce the plan. To be discussed at the next meeting 06/06/05.

Prize draw number 1616 = £50.00. Prize draw number 1005 = £25.00.

Clerk Clay to E-Mail Councillor details to Mr Mark Gardner and Councillor Emma-Jane MacDonald.

Mrs Jacqui King stated that extra helpers are required for the Garden Festival for this year.

Councillor Hodgson stated the Trawden Agricultural Show is struggling for a sponsorship.

These to be both advertised in the Colne Times.

Councillor David Robertson, Mrs Jacqui King left the meeting 8.25pm

### **Trawden Forest Parish Signs**

Councillor Crompton produced plan of Trawden showing where the Council would like the stones to be situated.

Write to Borough of Pendle-Mr Colin Badminton-to ask permission for the stones/send map with letter. Approx size tonne cubic yard of stone with lettering to say "Trawden Forest"

To say that on a previous phone conversation between Mr Badminton and Councillor Clough, it was suggested that there may be a possibility of a grant. A grant is required for three stones.

The stone from Cottontree to be moved to one of the locations on the map.

### **Clerks Salary**

Mrs Clay left the meeting while the Parish Councillors discussed the clerk's salary.

Mrs Clay re-entered the meeting.

Clerk's salary increased to £200.00 per month. Proposed Councillor Hartley seconded Councillor Clough Put to vote 9 for.

The Parish Council asked Clerk Clay to look into installing Broadband for the computer. This would be paid for by the Council approx £17.99 per month/with extra allowance for phone calls.

### **Bank Holiday Clean Up**

It was confirmed that the skips have been ordered from the Borough of Pendle for the Spring Bank weekend. Skips will be delivered on 25/05/05. Collect 31/05/05.

Village has also been entered in to the Best Kept Village Competition.

Posters to be distributed around the village.

### **Ball Grove Car Park**

Letter received 03/05/05-Borough of Pendle confirming that the trees will be pruned and arrangements for the collection of litter will be carried out within the next few weeks at the Car Park.

Councillor Clough stated that certain wagons are still parking on the Car Park.

To contact Borough of Pendle re this situation.

### **River from Hollin Hall**

Councillor Emma-Jane MacDonald said complaints had been made regarding the amount of rubbish being thrown into the river. This will pollute the river near the development at Hollin Hall Mill.

Write to Borough of Pendle-Planning informing them of the problem-to ask Ashworths Demolition to dispose of rubbish in a proper way.

### **Lets Scheme**

Councillor Emma-Jane MacDonald stated nothing to report. To be on next agenda.

### **Colne Area Committee**

Councillor Burton to attend the meeting on 12/05/05. Proposed Trawden Forest Conservation Area Plan to be discussed at the meeting.

Received Letter 21/04/05-Borough of Pendle-Highways Re roadside benches-to provide a list of all benches the parish own. Reply stating the Parish council do not own any roadside benches.

Received letter 21/04/05-Borough of Pendle-Highways-Colne and District Committee Capital Programme 2005/06-any bids to be received before the meeting 12/05/05.

Reply asking for extra lighting on the Car Park at Ball Grove Car Park off Winewall Lane.

Letter-14/04/05-Borough of Pendle-Co-opted Members on Area Committees. Any changes to the Area Committee to inform ASAP.

Councillor Crompton said a complaint had been received re a bench which had been removed from New Row in Winewall and put in the old Inghamite church yard.

Proposed Councillor Robinson seconded Councillor Hodgson to move the bench to the village green.

Put to vote 9 for. Councillor Hodgson to arrange.

It was stated that a Red fiesta car is parked untaxed on New Row, also a motorbike untaxed on Church Street. Write to Borough of Pendle Environmental Health to ask for these to be removed.

### **Capital Grant**

Plan of the proposed works for Well head area at Winewall presented to the meeting.

Write to Borough of Pendle with costing of the work along with the plan.

Reply required by 31/05/05. Outcome of any bid will be notified in July 2005.

## **Planning**

### **Application No PLA/10931-13/05/0196P**

#### **Wycoller Cottage Wycoller Road Trawden Colne BB8 8SY**

Listed building consent: (staircase, wall, floors and fire place) and external (roof windows to rear elevation, blocking up external door, replacement of doors/windows)

Write to Planning-Object-The blocking up of the internal door and external doorway.

The velux windows on the rear of the property, that the building is a listed.

### **Application No PLA10975-13/05/0237P**

#### **Re-submission Pasture Farm Burnley Road Trawden Colne BB8 8PR**

Full Single storey extension to front to form bedroom, kitchen and porch-No Objection.

It was agreed by the Council that Parish Matters to be re-instated on to the agenda.

Councillor Hartley, Councillor Foulkes were given Code of Conduct and the declaration of Acceptance of office of member. To be completed and returned to next meeting 06/06/05.

Letter sent to Mr Matt Riley (Gardner) re the gardens that require maintaining in the village.

Mr Riley quoted approx £100.00 per month.

Proposed Councillor MacDonald seconded Councillor Robinson to employ Mr Riley. To be reviewed in 6months (October 05). To confirm with Mr Riley.

Councillor Robinson/Councillor Crompton and Mr Mark Gardner left the meeting 9.45pm.

## **Correspondence**

Letter 03/05/05-Borough of Pendle-Re Recreation Ground-Update-work for the car park i.e. laying and compacting chipping will not be carried out until the winter months-due to large amount of work in the summer.Re pavilion roof and car park fence will be repaired within the next few weeks.

Still awaiting details from Mr Alan Binns Principal officer re the ornate gate at the top entrance.

Reply asking if the extra stones will be positioned around the fence of the car park

Letter-21/04/05-Borough of Pendle-Re Playground on Carr Head Road-reply to letter-re problem with the safer surfacing tiles on the park, tiles have been sprayed on at least two occasions during the winter but the effect appears to soon wear off. A new product is being purchased which will hopefully cure the problem-weather permits the site will be sprayed. On the upgrade of the equipment, the site will be considered along with others throughout the Borough for this financial year.

If successful then full consultation will take place prior to any work being undertaken.

Letter-21/04/05-Borough of Pendle-re Illuminated Christmas decorations for Winewall 2005-2006.

The Colne Area Committee has agreed to provide the funding for a star. A Street lighting column to be installed, during the Christmas period a star will be fitted. With the road not being an adopted highway and is effectively owned by the adjacent properties.

To contact the residents and ask permission for this to be sited.

Borough of Pendle require confirmation by end May 05.

Info given to Councillor Burton previous to the meeting to ask the owners permission.

Councillor Clough said he would be willing to let the Borough of Pendle instate the star on his barn.

Letter-20/04/05-29/04/05-United Utilities-Re Water Supply.

Re concerns of the residents of Trawden Forest over the water supply. Unable to attend the meeting on the 09/05/05-a reply will be received within the next 6to 8 weeks once further details of the project are available. A meeting will either be arranged with the Parish council or arrangements will be made for public exhibition.

E-Mail-20/04/05-Borough of Pendle-Re Traffic Accidents, accidents involved injury to occupants or pedestrians/other road users, then the accidents will be logged by the Police and passed on to the County Council to be included in the statistics for the period.

Accidents which don't involve injuries, although regrettable, are not considered by the County Council when assessing road safety schemes.

Letter-22/04/05-03/05/05-Borough of Pendle-Re Ball Grove Car Park -Pleased to inform that the pruning of trees and arrangements for the collection of litter will be done within the next few weeks at the Car Park.

Letter-08/04/05-Borough of Pendle-Re Slack Booth Farm Barn Trawden Colne-re Appeal has been made to the secretary of state for Transport against the decision of Pendle Borough Council to refuse permission.

Correspondence (cont)

Letter-29/04/05-Borough of Pendle-Re Slack Booth Farm-Planning inspectorate Ref APP/E2340/C/05/2001760-Appeal has been to the Secretary of State for Transport against the decision of P B Council to serve an enforcement notice to require the appellant to stop using a building on this site for the keeping, housing and breeding of dogs

E-Mail-13/04/05-Borough of Pendle-re Slack Booth Farm Barn-re off street parking-Lee Greenwood to deal with this matter.

E-Mail-13/04/05-Borough of Pendle-Re Clogg Heads re removal of the items deposited. The land is privately owned, unable to trace the owner. Despite it not being the Council's responsibility to remove the rubbish, prepared to have a contractor do so, but advised that because of difficult access, removal is not feasible. With the items virtually hidden from view and being there a considerable time, the best course of action is to let nature take its course and let the process of rotting rusting and overgrowing solve the problem. If details of the owner can be found, then this may be able to progress further.

Owners name previously been given by Councillor MacDonald.

Write to Chief Executive-Borough of Pendle-this is not acceptable,

Letter-28/04/25-Lancashire Highways Partnership-Re letters previously sent 18/22/02/05-Lighting on footpath from Dean Street to Back Lane-Passed to the Community Safety Officer-Mr Geoff Whitehead-this will hopefully be dealt with as and when funding becomes available.

Letter-04/05/05-Pendle Community Safety Partnership-Re Dean Street-location has been included in the street lighting reducing crime and fear of crime local transport plan allocation for 2005/06.

Bids for this have been submitted in March 05, and are awaiting response.

Will contact the Parish Council with the decision.

Re Peters Way footpath leading to Bright Street Cotton Tree. No record of original letter. The footpath is not a statutory right of way shown on the definitive map. No action will be taken by the Lancashire Highways Partnership. Suggestion to resolve the matter-make an informal approach to the landowner. Also to consider making an application to Lancashire County Council to have the footpath added to the definitive map and statement. Application will be determined on the basis of evidence that a public right of way has come into existence. This can be historical evidence, user evidence or evidence of express dedication of a right of way over the land by the landowner. First instance contact LCC 01772 534709 for further advice on making an application.

Write to Tom Partridge-Borough of Pendle-the original opening was for the factory gates. LCC own the right of way. To state that the Parish Council would ask that the Borough of Pendle ask LCC for the permission to the definitive map.

Letter-21/04/05-Borough of Pendle-Colne & District Committee-Capital Programme 2005/06-Any bids to be received ASAP-to consider at the next Committee meeting 12/05/05.

Write asking for extra lighting to be supplied to Ball Grove Car Park off Winewall Lane Colne.

Letter-21/04/05-Borough of Pendle-Highways Dept-Re Colne & District Committee minutes on Roadside Benches- to provide a list of all roadside seats/benches which the Parish Council own and maintain Give details of maintenance regime for them. Advise on maintenance budget.

Reply stating that the Parish Council do not own any roadside benches.

E-Mail-15/04/05-ChristineBraithwaite-Trawden Garden Festival-Re War memorial-Re decoration for the festival weekend 30-31/07/05. also, willing to look after the area till the end of August 05.

Phonecall-18/04/05-Jacqui King offered to look after the poetry/jam pot area.

E-Mail-17/04/05-Re Trawden Action meeting Trawden School-26/04/05-7.00pm.

E-Mail-15/04/05-Trawden Community Group-misplaced cheque for £60.00, received from the Parish Council for the prizes at the exhibition in Feb 05. To issue new cheque under finances.

Letter-14/04/05-Borough of Pendle-Member Code of Conduct Review by Standards Board. The committee will finalise the response at a meeting 23/05/05. Councillor Galvin took details.

Letter-14/04/05-04/05/05-Lancashire Highways Partnership-Pendle Countryside Access Forum-Meeting 25/04/05-2.00pm Fleet Street depot. Minutes attached from meeting. Next meeting 23/08/05. Councillor Greenwood took details.

Letter-11/04/05-Lancashire County Council-Adoption of the replacement joint Lancashire structure plan 2001-2016. Councillor MacDonald took details.

Letter Office of the Deputy Prime Minister-Freedom of information Act2000-Authorisation of the qualified person and amendments to schedule 12A of the local government act 1972.

Letter-31/03/05-Lancashire Fire & Rescue Service-Integrated Risk Management Plan for Year Two.

Letter-14/04/05-ROSPA (The royal society for the prevention of accidents). Inspection on play areas and playing fields.

Correspondence (cont)

Letter 04/05/05-Bruno Peek OBE MVO-Chairman-Re Guide to taking park in the Trafalgar weekend.  
On 21/10/05-23/10/05.

Letter-04/05-Lancashire Association of Parish and Town Councils.

Leaflet enclosed entitled "Becoming a Local Parish or Town Councillor."

To order leaflets (£3.00 per 20).

Letter-28/04/05-Lancashire County Council-Environment Directorate-Parish and Town Council Bus Shelter Grant.

Notice from LAPTC-Conference "Accept the Challenge"-10/06/05-12/06/05

Leaflet April 05-Wicksteed Leisure-New play area/sports area. Councillor MacDonald took details.

Letter-11/04/05-received 21/04/05-Community Futures-Re enterprising rural community's health and social care meeting 04/05/05 Chipping Village Hall.

Glasdon UK Ltd-Spring 2005-Local Councils News-Sheet.

Letter-06/05/05-Entec Pendle Urban Potential Study Consultation Document.

### **Finances**

Copy of the accounts and bank book were on show for the Council

#### **Cheques Approved/Written and Signed**

£200.00 Cheque No 000561-Alison Clay (Clerks Salary April 2005)

£353.74 Cheque No 000562-Allianz Cornhill Insurance

£771.42 Cheque No 000563-Borough of Pendle-Maintenance works

£ 60.00 Cheque No 000564- Trawden Community Group (Original chq misplaced)

£41.70 Cheque No 000565- Borough of Pendle-Hire of the Community Centre for meetings

£25.13 Cheque No 000566-Alison Clay (Petty Cash items stationary)

£ 3.00 Cheque No 000567-LAPTC-20 leaflets on becoming a local parish or town councillor.

To ask Borough of Pendle to prune the trees around the garden at Haramabee surgery at the appropriate time.

The Parish Council have received £12,370 for the grant and precept for 05/06.

**Meeting closed 10.30pm.**