

West Bradford Parish Council

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Minutes of the meeting of West Bradford Parish Council held on **Wednesday 25 September 2019
at West Bradford Village Hall**

Members present:	Parish Cllr A Bristol (Chair) Parish Cllr H Best Parish Cllr M Fox Parish Cllr M Wood Cllr B Hilton (RVBC)
Apologies:	Parish Cllr R Chew (Vice Chair)
Members of the public present:	Mr A Marsden

1.	Disclosure of interest: None received	
2.	Minutes of the Last Meeting (28 August 2019): The minutes were signed by the Chair as a true and accurate record of the meeting. Proposed by: Cllr M Fox Seconded by: Cllr M Wood <u>Matters arising:</u> Members noted the following: i The Clerk had again sought clarification from LCC regarding their email relating to speeding traffic in the vicinity of the Village Hall; officers at the County Council had misinterpreted the previous correspondence and mistakenly assumed that it was referring to Grindleton. In an email of 1 July 2019, an officer at the County Council had acknowledged this error and offered to re-investigate the speeding concerns raised previously (as they related to West Bradford). Despite a further approach on 29 August, no further response had yet been received.	

	<p>Resolved Clerk to seek further update from LCC</p> <p>ii Members noted that the new railings had been installed at the war memorial site, and thanked the Chair for undertaking this task.</p> <p>iii As requested, the blocked drain at the foot of Eaves Hall Lane had been reported to LCC by the Clerk, and in mid-September work appeared to have taken place to rectify the problem.</p> <p>iv The Clerk had also reported to LCC the blocked drain outside Wesley Cottage on Chapel Lane. The County Council had initially denied responsibility for the matter, but further discussion with Alan Boyer at RVBC indicated that the drain was located on an adopted highway and as such – according to Mr Boyer - was “100%” the responsibility of LCC. A further approach to LCC had therefore been made, and on 17 September the Clerk had been advised that “for some reason” the gully in question did not show on the LCC highways mapping system. The matter had now been passed on to the highways team to investigate and reported the issue under reference 197129.</p> <p>Resolved Clerk to make a diary note to chase progress in 28 days</p>	<p>Clerk</p> <p>Clerk</p>
<p>3.</p>	<p>Public questions, comments or representations:</p> <p>None</p>	
<p>4.</p>	<p>Update from Ward Councillor present:</p> <p>Cllr Hilton reported the following matters:</p> <ul style="list-style-type: none"> • the feeling within the Borough Council was that – as a result of the ongoing Brexit situation – a general election was likely to be called in the near future. The prevailing view amongst borough councillors was that it was time to leave the EU, even if no deal had been negotiated by 31 October; • Cllr Hilton had attended a public meeting held on Friday 19 September in Grindleton, the purpose of which had been to discuss the proposed community pub/café at the former Duke of York premises. Around 150 people had been present, with helpful guidance being given by an advisor with experience in revitalising such establishments. Discussions on the best way forward were continuing; • although the Borough Council still opposed the proposed creation of a unitary authority for East Lancashire, it was acknowledged that it may be unable to avoid future participation in any such body (eg if all other surrounding local authorities had decided to proceed with the proposal). However, no final decision on the matter had yet been reached; • the government had produced a 10-point plan for NHS modernisation, and – in her role as a borough councillor – Cllr Hilton was due to discuss this with CCG Clinical Directors at a meeting scheduled for tomorrow; and • Cllr Hilton was pleased to report that Slaidburn Health Centre was no longer scheduled to close for at least the next 2 years as a solution to underlying issues of concern had hopefully been found. 	

5.	<p>Extended closure of Bradford Bridge</p> <p>Members noted the details of 3 incidents on the bridge provided to the Clerk on 23 September by Cllr Chew. An outline of the incidents is given below:</p> <ul style="list-style-type: none"> • a coach caused damage to its nearside and had to be assisted to reverse back into the village at 9.30pm on 20th September; • a wagon struggled to get over the bridge and caused a significant hold-up in darkness; and • another wagon had to reverse back into the village (6th September) when the driver had got to the bridge and realised he could not get over. (Cllr Chew had spoken to the driver who said his sat nav system had brought him that way). <p>Resolved Members thanked Cllr Chew for her vigilance and asked the Clerk to forward details to LCC in the usual manner</p>	Clerk
6.	<p>Overview of financial position:</p> <p>a Monthly accounts – August 2019</p> <p>The Clerk submitted details of income and expenditure for the month of August 2019 for approval by the Parish Council and signing-off by the Chair.</p> <p>Resolved That the record for August 2019 as presented would be signed off</p> <p>b Budget – Q2</p> <p>The Clerk provided an update on the current budget at the end of Q2. Key points included:</p> <ul style="list-style-type: none"> • income was on track, with certain grant funding yet to arrive in the parish council’s bank account and VAT payments were still to be recouped; • Lengthsman – spend was outside budget at the end of Q2, but this was not considered to be excessive bearing in mind the seasonal nature of the work; • Clerk – salary and PAYE within budget; • garden maintenance – overspent by £226 to date but this will be considerably offset by £130 grant from RVBC; • some unanticipated miscellaneous spend totalling £450 had been incurred; • overall, the spend to date totalled £4854 out of a budgeted £8099; and • it was anticipated that a year-end surplus in the region of £4k would be achieved. <p>Resolved Members approved the Q2 budget as presented.</p>	Chair

c	<p>Concurrent Functions Grant 2019</p> <p>The Clerk reported that the sum claimed under this grant had not yet appeared on the Council's bank statement and he would continue to monitor the situation.</p>	
d	<p>War memorial – grant application via Tesco “Bags of Help”</p> <p>At the August meeting, the Clerk had reported that Tesco would donate £1000 to the cost of the war memorial project via their Bags of help initiative. However, the monies had not then been received so the Clerk had offered to monitor the position and report back.</p> <p>The Clerk was now in a position to confirm that the funding had been paid into the Parish Council's account, and – in line with members' wishes at the August meeting – an email thanking Groundwork for their support had been sent. In response to this message, a very helpful list of potential funding produced by Manchester Community Central had been provided by Groundwork; whilst the majority of the funding streams applied solely to the Greater Manchester area, a number would be suitable for Ribble Valley applications and a copy of the list had been circulated prior to the meeting for members' attention. The Clerk had signed up for a monthly electronic copy of the list and would report any useful funding streams to the Parish Council.</p>	
e	<p>Ribble Valley in Bloom</p> <p>The Clerk confirmed that the £135 funding allocated by RVBC had now been paid into the Parish Council's bank account.</p>	
7	<p>Governance</p> <p>No issues were reported.</p>	
8	<p>Planning applications considered</p> <p>Members considered the following applications:</p> <p>i 3/2019/0554 (3 Millstones) - no decision had yet been made by RVBC;</p> <p>ii 3/2019/0787 (Wrathall) - details of this application had been circulated to members on 31.8.19; comments confirmed that members did not feel it necessary for a consultation response to be submitted. Again, the Clerk was not aware that any determination had yet been made.</p> <p>iii 3/2019/0845 (Hargreaves) – details of this application had been circulated to members on 21 September; members discussed the application and expressed concern at its nature, which (inter alia) was felt to be likely to have a detrimental impact on traffic flow on Eaves Hall Lane. On 26 September 2019 the Clerk submitted a written response to RVBC outlining members' concerns.</p>	
9	<p>Development of new website for the Parish Council</p> <p>Members noted the following developments which Jon Pendril had instigated:</p>	

	<ul style="list-style-type: none"> • photographs of members had now been displayed on the website; • pages which were not viewing correctly (as mentioned by Cllr Chew) had been updated to Cllr Chew’s satisfaction; • a cookies policy had been added; • the privacy policy was being updated; • the mailing list had been updated and was ready to push live once the content of the leaflet intended to promote the new website had been approved; and • a new email address of westbradfordps@gmail.com had been established, with an auto responder applied so anyone sending a message to it would be notified that they would receive a response within 72 hours. <p>Members thanked Mr Pendril for his efforts to develop the website over recent months, and - in recognition of these – it was agreed that Mr Pendril should receive a £50 voucher for use at the 3 Millstones.</p> <p>Resolved Clerk to obtain voucher and deliver to Mr Pendril</p> <p>In relation to the draft text produced by Mr Pendril to promote the new website amongst village residents, members then discussed which of the two versions produced by Mr Pendril they preferred. After some debate it was agreed that option 1 should be adopted.</p> <p>Resolved Clerk to inform Mr Pendril that option 1 has been adopted and enquire whether he could produce the relevant artwork for consideration at the October meeting.</p> <p>Members also queried the use of a photograph on the homepage of the website in the section relating to the Parish Council. It was felt that the use of this photograph (which did not depict anyone associated with the parish council) had caused some local comments and as such it may be better to replace it with a more neutral photograph (eg of a scenic view).</p> <p>Resolved Clerk to raise with Mr Pendril</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>10</p> <p>a</p>	<p>Lancashire Best Kept Village</p> <p><u>Entry – 2019 competition</u></p> <p>The Clerk had circulated a message to members on 23 August confirming that the village had been unsuccessful in its efforts this year and would not be going through to the final round of judging on this occasion. At the August meeting, members had asked the Clerk to seek feedback on the village’s 2019 entry. On 29 August, the organisers of the competition confirmed that feedback from the judges would be circulated after the results were announced; this could not be</p>	

	<p>done before then as it would “give the outstanding features awards away”. Feedback should therefore be received by the first week in October.</p> <p>b Presentation of Awards Ceremony for the 2019 Competition</p> <p>The Clerk reported that the awards ceremony would be held at The Villa, Moss Side Lane, Wrea Green, PR4 2PE on Monday 14th October 2019 (commencing at 2.30pm). Tea/Coffee & Cake would be served after the ceremony at approximately 3.45pm.</p> <p>The organisers had confirmed that West Bradford had either won or was the runner up in three Outstanding Features categories:</p> <ul style="list-style-type: none"> - Hotel; - Village Hall; and - Noticeboard. <p>Members noted that the invitation to attend the ceremony could only be extended to two village representatives (deadline for confirmation of attendees was 30 September).</p> <p>Resolved No members were available to represent the parish council at the awards ceremony (although it was possible that either Marilyn / Bill Wood or Michael / Janet Fox could yet be present given their association with the competition, in which case any certificates could be collected by them. Clerk to approach Eaves Hall and see if James’ Places is able to send a representative Clerk to confirm the above with the organisers of the competition</p>	<p>Clerk</p> <p>Clerk</p>
<p>11</p> <p>a</p> <p>b</p>	<p>Action Plan 2019</p> <p>The Clerk updated members on the following area of progress:</p> <p><u>Flagpole</u></p> <p>The Chair confirmed that he had carried out an initial examination of the site, and (subject to his professional commitments) would aim to erect the flagpole by mid-October.</p> <p><u>VE Day commemoration event, 8-10 May 2020</u></p> <p>Andrew Marsden attended the meeting for this item.</p> <p>Members discussed at length the draft action plan for the event which the Clerk had prepared in advance of the meeting. As a result, the Clerk gained a better understanding of how members saw the event running on the day, and undertook to revisit the draft action plan for further consideration at the October meeting.</p> <p>Resolved Clerk to amend action plan and re=present at the October meeting</p>	<p>Clerk</p>

c	<p><u>Pinfold sign</u></p> <p>The Clerk showed members a photograph of the finished product and confirmed that the payment for the sign had been sent off; delivery was therefore anticipated in the near future.</p>	
12	<p>Reports from sub-committees / other meetings attended</p> <ul style="list-style-type: none"> • Playing Field / Village Hall – Cllrs Fox and Wood (along with Andrew Marsden) reported that refurbishment of the play area (replacement swings and an upgrade to the ground covering) was due to commence imminently. • Parish Council Liaison Committee – Chair to attend the next meeting at 6.30pm on Thursday 26 September 2019 in the Council Chamber. • Lancashire Association of Local Councils – apologies had been sent for the meeting held at 7pm on 11 September 2019 at the Ribble Valley Council Chamber. • Hanson Cement – next meeting on 26 September (Cllr Wood to attend); and • Lengthsman scheme – the Chair confirmed that the current Lengthsman had indicated his willingness to continue in the role next year. After some initial difficulties (such as confusion over the areas to be maintained, for which the Lengthsman again apologised) it was agreed that the position had improved and the Lengthsman would be invited to continue in the role during 2020. On this basis, the Lengthsman would be asked by the Chair to undertake some routine tidying-up duties around the village over the winter months. <p>In addition, the Clerk raised the issue of Public Rights of Way – Local Delivery Scheme. At the April meeting, members had agreed to work in partnership with LCC by deploying the Lengthsman to keep footpaths (as marked on the Definitive Map) clear of vegetation etc. In return for a payment of £250 (now received), the Parish Council would undertake clearance work and report back on this to LCC. Members had acknowledged the importance of reporting back on work for which pre-payment had been made, and had asked the Clerk to identify footpaths (such as Straitgate) which were felt to be on the Definitive Map and on which work may have been carried out. The Clerk reported that he had confirmed that Straitgate was indeed listed on the Definitive Map, and – in light of this – he had drafted some text for submission to LCC; the purpose of this was to keep LCC (as the funders) fully informed of local activity.</p> <p>Resolved Members agreed the draft text and asked the Clerk to report this to LCC</p>	Clerk

15	Correspondence / requests received	
a	<p><u>Footpath</u></p> <p>On 2 September, the Clerk had been telephoned by a local resident alleging that a footpath running in perpendicular direction from Clitheroe Rd had been blocked by the landowner (Mr Colin Middleton). A gate across the footpath was said to have been padlocked with a sign stating that this was due to walkers allowing sheep to escape (and a telephone number was provided). The following day, the resident confirmed that he had spoken to the landowner the previous evening who assured him that the padlock would be removed; by 0900 the following day this had not been done.</p> <p>On 3 September, the Clerk had visited the site and established that:</p> <ul style="list-style-type: none"> i) the gate was indeed padlocked; ii) the sign stated “This gate is locked because somebody keeps letting the sheep out 07895 059857”; and iii) the footpath was on the LCC Definitive Map of footpaths as 3-44 FP 21. <p>The Clerk had therefore reported the matter to LCC / PROW team on 3 September (ref no W424438). It was understood that the local resident had also reported it. After subsequent discussion, the Chair had undertaken to speak to the landowner and seek a resolution, although he had been unable to make contact with the person concerned.</p> <p>On 5 September, the local resident had advised the Clerk that a member of the public had removed the chain and restored public access to the footpath, with no corrective action having been taken by the landowner.</p> <p>Resolved Members noted the above.</p>	
b	<p><u>Consultation – LALC – 5G mobile phone coverage</u></p> <p>The Clerk reported that the Lancashire Association of Local Councils had circulated details of a consultation exercise seeking comments on the principle of amending permitted development rights for operators with rights under the Electronic Communications Code to support deployment of 5G and extend mobile coverage, and the circumstances in which it would be appropriate to do so. Members felt that, generally speaking, reception in the village was poor, and briefly discussed the location of current phone masts.</p> <p>Resolved Members noted the consultation but declined to express further comment.</p>	

c	<p><u>Hedgehogs</u></p> <p>Members noted the recent email correspondence which had taken place between the Clerk and a local resident but declined to make any further comment on the matter.</p>	
d	<p><u>Openreach van</u></p> <p>The Clerk reported that, on 19 September, he had received (via the new website) an approach from a local resident expressing concern at an Openreach van which had been left for 2 weeks on Grindleton Rd. The Clerk confirmed that, before he had been able to pursue the matter with Openreach, the vehicle had been removed on 20 September. The van may now have been relocated to a new location in the village and it was agreed to continue to monitor the situation.</p>	
e	<p><u>Removal of public telephone boxes</u></p> <p>On 25 September, the Clerk had received email correspondence from RVBC indicating that BT had launched a 90-day consultation on their intention to remove 40 public telephone boxes across the borough. The Clerk had perused the list and was able to reassure members that none of the 40 boxes scheduled for potential removal were located within the parish.</p>	
16	<p>Any Other Business</p> <p>a Cllr Chew had raised the issue of whether the installation of a large door / window at a property on Millbrook Court was subject to any regulatory control. The Clerk had undertaken to investigate.</p> <p>Resolved Clerk to report back to next meeting</p> <p>b Cllr Fox reported that the hedge between the footpath and highway (just past Waddington and West Bradford school, heading towards Waddington) was again overgrown. The hedge had not been cut for some 2 years now, and it was felt to be causing an obstruction to traffic as it grew over the road.</p> <p>Resolved Clerk to report to LCC</p> <p>c The Chair confirmed that he remained dissatisfied with the state of the road surface on Bowland Gate Lane and asked the Clerk to report the matter once again to LCC.</p> <p>Resolved Clerk to report</p> <p>d Cllr Wood reported that she had carried out some improvements to the village notice board on Grindleton Rd, as she had replaced the backing (thereby enabling drawing pins to more easily fixed).</p> <p>The Chair thanked Cllr Wood for her efforts.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Date / time of next meeting:</p> <p>The next scheduled meeting of West Bradford Parish Council will be held at 7.30pm on Wednesday 30 October 2019 at West Bradford Village Hall in the lounge.</p>	
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The meeting closed at 8.33pm

Signed by:		
	Date: 30.10.19	Cllr A Bristol Chair