

West Bradford Parish Council

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Minutes of the meeting of West Bradford Parish Council held on **Wednesday 28 August 2019 at West Bradford Village Hall**

Members present:	Parish Cllr A Bristol (Chair) Parish Cllr R Chew (Vice Chair) Parish Cllr H Best Parish Cllr M Fox Parish Cllr M Wood Cllr B Hilton (RVBC)
Apologies:	None
Members of the public present:	Mr A Marsden Mr J Pendril

1.	Disclosure of interest: None received	
2.	Minutes of the Last Meeting (26 June 2019): The minutes were signed by the Chair as a true and accurate record of the meeting. (No meeting had been held in July 2019). Proposed by: Cllr H Best Seconded by: Cllr M Wood <u>Matters arising:</u> Members noted the following: i The Clerk had 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 correspondence and thought it was referring to Grindleton. In an email of 1 July 2029, an officer at the County Council had acknowledged this error and offered to re-investigate the speeding concerns raised previously.	

	<p>Resolved Clerk to seek update from LCC</p> <p>ii With regard to the railings to be fitted at the war memorial, the Chair confirmed that he had not yet had the opportunity to install them but would seek to do so in the near future.</p> <p>iii Members noted that – in response to concerns expressed about parking - LCC did not feel it necessary to paint double yellow lines on Clitheroe Rd in the vicinity of Bradford Bridge.</p> <p>iv LCC had confirmed that they would inspect the footpath sign adjacent to Wrathall’s Farm for wear and tear in accordance with their prioritisation criteria.</p>	Clerk
3.	<p>Public questions, comments or representations:</p> <p>None</p>	
4.	<p>Update from Ward Councillor present:</p> <p>Cllr Hilton reported the following:</p> <ul style="list-style-type: none"> • Nigel Evans MP had changed his arrangements for the annual summer / autumn surgery, and this year would be touring villages on a Friday and Saturday in a bid to engage with more constituents. Details of this year’s schedule (commencing on 1 November) were set out on a leaflet which Cllr Hilton asked the Clerk to display on the village notice boards. <p>Resolved Clerk to arrange for display</p> <ul style="list-style-type: none"> • An update was given on the proposal to establish a unitary authority for East Lancashire; the creation of such a body was supported by the current authorities in Blackburn with Darwen, Burnley, Pendle and Rossendale but opposed by Ribble Valley (whose members feared a loss of identity and access to funding). Discussions on next steps were still continuing; • Funding for Public Health was coming under severe pressure, with monies being diverted to the NHS (an in particular the treatment of sickness rather than its prevention). Current much-valued initiatives such as Homewise and Disability Funding Grants were likely to be lost as a result; • Senior officers in the Borough Council were revisiting the Core Strategy, which set out the Council’s housing needs and objectives and would therefore impact on Ribble Valley villages. Members debated housing issues for West Bradford at some length, commenting particularly on the lack of local infrastructure (such as sewers) which would impact on this. It was generally felt that the Borough’s focus should be on the renovation of brownfield sites and/or terraced housing in larger conurbations as opposed to the development of greenfield sites in rural villages; and 	

e	<p>War memorial – grant application via Tesco “Bags of Help”</p> <p>The Clerk reported that the Parish Council had been informed that their application to the Tesco Bags of Help scheme (for financial support for the war memorial project) had been successful. The Clerk had been advised that £1000 had now been paid into the Parish Council’s bank account by the awarding body, although once again these monies had not yet appeared on the Council’s bank statement and he would also continue to monitor this situation.</p> <p>Resolved Clerk to write a letter of thanks to the funding awarders once the monies had been received</p>	Clerk
7	<p>Governance</p> <p>External audit arrangements 2018/19</p> <p>The Clerk outlined the following measures relating to the external audit 2018/19:</p> <p>a <u>Public Rights / Publication Requirements</u></p> <p>The Clerk confirmed that the display of documentation (as required under the Public Rights regime) had taken place and no public interest in viewing the accounts had been expressed. As a result, the external audit process for 2018/19 had again been successfully concluded. Members thanked the Clerk for his efforts in this regard.</p> <p>b <u>Register of members’ interests</u></p> <p>For members’ information, the Clerk reported that documentation signed at the April / May meetings by parish councillors had now been placed in the public domain on the RVBC website.</p>	
8	<p>Planning applications considered</p> <p>Members noted that, since the last meeting in June 2019, the following applications had been considered but no consultation responses had been submitted to the Local Planning Authority:</p> <ul style="list-style-type: none"> • Planning Application No: 3/2019/0583; • Planning Application No: 3/2019/0539; and • Planning Application No: 3/2019/0534. <p>In addition, members had also considered applications 3/2019/0554 and 3/2019/0587 relating to the Three Millstones Inn. As members’ views on the merits of the application were divided, the Chair had asked the Clerk to submit a written consultation response summarising these differing views and inviting the Borough Council to factor these comments into their deliberations as appropriate.</p>	

9	<p>Development of new website for the Parish Council</p> <p>The meeting was attended by Mr Jon Pendril, who kindly took photographs of members for inclusion on the new website.</p> <p>Members also noted the considerable and ongoing work by Mr Pendril to develop the site into its current modern and professional-looking format, and again thanked him for his efforts.</p> <p>Cllr Best reported that the text on the “Living in West Bradford” page seemed to run to the very edge of the screen when viewed. Jon offered to look into this issue.</p> <p>Jon advised that there were currently 2 subscribers to the mailing list.</p> <p>After a lengthy discussion on whether email accounts for all members were needed, it was agreed that Jon would set up a gmail account for people to contact the Clerk directly. This would hopefully be clerk.westbradfordpc@gmail.com; it would be free of charge and also the Clerk could access it via his phone. Ideally, it would also send an automatic message stating a formal response would be given within (say) 48 hours.</p> <p>Resolved Jon to pursue</p> <p>The Clerk commented that the extent to which village residents may be aware of the new website was not clear, and invited members to consider how the new site could best be promoted. After lengthy debate, the following was agreed:</p> <ul style="list-style-type: none"> • Jon (very kindly) offered to produce some text promoting the new website, which he would share with the Clerk for signing off; • Jon would then arrange for hard copies of the text to be produced free of charge, which members could distribute around the village; • In inviting residents to receive digital communications from the Parish Council, the text would be GDPR compliant; and • The Clerk would then share the electronic version of the text with Andrew Marsden, who would arrange for its circulation via the village email distribution list. 	<p>JP</p> <p>JP</p> <p>JP/all</p> <p>JP</p> <p>Clerk / AM</p>
10	<p>Lancashire Best Kept Village</p> <p>Entry – 2019 competition</p> <p>The Clerk reminded members that, on 23 August, he had circulated a message from the organisers of the competition 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. Members noted this and asked the Clerk to obtain feedback on this year’s West Bradford entry from the event organisers, with a view to sharing this with village residents in due course.</p>	

	<p>Resolved Clerk to approach event organisers</p> <p>This discussion led on to a consideration of the performance of the Lengthsman over the summer months, with the Chair commenting that the postholder was new in post and he was still learning about the village; the Lengthsman had agreed to significantly increase the hours he had devoted to the village as the summer progressed (as evidence by the increase in charges submitted by invoice); and the weather had contributed greatly to the growth of weeds etc. It was generally acknowledged that – in light of the Chair’s intervention and discussions with the Lengthsman – the village had looked increasingly tidy as the summer progressed. Members considered whether to ask the Lengthsman to attend a future meeting of the Parish Council for further discussion, but considered that it was sufficient for the Chair to continue his role as point of contact. However, it was agreed that it would be helpful if Cllr Wood could ask Bill if he would be willing to write down all the regular tasks to be addressed, so that this could be formally communicated to the Lengthsman as a minimum output to be expected. Cllr Wood agreed to ask Bill accordingly.</p>	<p>Clerk</p> <p>MW</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>Flagpole</p> <p>The Clerk reported to members that planning permission for erection of the flagpole had now been granted, and as a result the flagpole (and a union jack flag) had been ordered and then delivered on 31 July.</p> <p>VE Day commemoration event, 8-10 May 2020</p> <p>At their May meeting, and following the success of the Armistice Day commemoration in November 2018, members had agreed to respond positively to a request from Bruno Peek (Pageant Master) for all Parish Councils to participate in a coordinated series of celebrations to commemorate VE Day. Given the importance of pre-planning, it had later been agreed to bring the discussion on this matter forward to the August meeting and to invite Mr Andrew Marsden (Village Hall Management Committee) to attend.</p> <p>Members considered the proposed programme of events and decided to tailor it to suit local preference. It was agreed that a “street party” should be held at the Village Hall in the afternoon of Friday 8 May 2020, this being a bank holiday. Attempts would be made to book an appropriate artiste but the catering would be carried out in house. The event should seek to cater for all ages and to have 1940s / wartime feel.</p> <p>Members invited the Clerk to produce a draft action plan reflecting the discussions, which could then receive more detailed consideration at the September meeting (hopefully with the Chair of the Village Hall Management Committee again present).</p>	

	<p>Resolved Clerk to arrange</p> <ul style="list-style-type: none"> • Hanson Cement – no update; and • Lengthsman scheme – 2 items were put forward for consideration: <p>i <u>Contract monitoring</u></p> <p>On 16 July, the Chair had met with the Lengthsman to discuss performance issues and provide guidance on the Parish Council’s expectations (eg where weeding of kerbs should take place). This had been considered in item 10 above. However, Andrew Marsden raised the issue of roots protruding near the kissing gate on the popular footpath by the River Ribble (village side, heading towards Grindleton). It was agreed that this was an issue for the landowner to resolve.</p> <p>Resolved CIlr Chew to approach</p> <p>ii <u>Public Rights of Way – Local Delivery Scheme</u></p> <p>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.</p> <p>Members acknowledged the importance of reporting back on work for which pre-payment had been made, and 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.</p> <p>Resolved Clerk to report back to next meeting</p>	<p>Clerk</p> <p>RC</p> <p>Clerk</p>
<p>15</p> <p>a</p> <p>b</p>	<p>Correspondence / requests received</p> <p><u>Towards an Active Future</u></p> <p>Members noted the Clerk’s correspondence with Mark Beveridge at RVBC on the mechanics of funding bids from the “Towards an Active Future” funding, as previously requested by Cllr Hilton.</p> <p><u>Message received via new website</u></p> <p>The Clerk gave details of a message from a local resident who had requested the installation of road signs to protect hedgehogs (felt to be at risk from road traffic when crossing the road between Southfield Drive and Bowland Gate Lane). It was agreed that the installation of signage was more a matter for LCC as Highways Authority and the residents should therefore report his concerns to that agency.</p> <p>Resolved</p>	

	Clerk to advise resident	Clerk
c	<p><u>Closure of Lancashire Wellbeing Service</u></p> <p>Members noted the correspondence received on 15 July confirming the closure of the above service.</p>	
d	<p><u>Resident of Millbrook Court</u></p> <p>The Clerk reported that, in late July, two residents had contacted the Parish Council with concerns about a parking problem at the end of Millbrook Court. As a result of vehicles blocking the road, the RVBC refuse wagon had been prevented from accessing the street. After due consideration by the Chair and vice-Chair, it was concluded that it would not be appropriate to intervene in a matter over which the Parish Council had no statutory role. However, the Parish Council did agree to contact RVBC to see if any further assistance could be offered; it was subsequently confirmed that an occasional Traffic Liaison Meeting is held by County / Borough officers, at which this matter would be raised – this increased the likelihood of enforcement action being taken by LCC Highways staff. It was further suggested that the complainants could help their cause by contacting the County Councillor (Albert Atkinson) to see if he would lend his support at the meeting for enforcement action to be taken.</p> <p>As a future learning point, the Clerk asked members to note that it may be appropriate for RVBC to be requested to raise such issues at an appropriate traffic liaison meeting and/or for the support of County Cllr Atkinson to be sought in ensuring the concern is placed on a forthcoming agenda with a recommendation for action.</p>	
e	<p><u>Eastfield</u></p> <p>In late July, the Clerk had been contacted by a local resident who was concerned about damage to the pavement / highway as a result of development activity on the street. The resident had previously complained to LCC but had been dissatisfied by the response. As this was solely a matter for the Highways Authority, the Clerk reported these concerns to the Highways District Lead Officer and asked for the matter to be revisited. Members noted that in early August the following response had been received:</p> <p style="padding-left: 40px;">Our highway inspector visited the site on 26 July 2019 and reported that there is some minor surface scoring marks on both the footway and the carriageway, approximately 2 to 3 mm deep in places.</p> <p style="padding-left: 40px;">It looks as if a demountable skip was used here and the marking has happened whilst the skip was being removed.</p> <p style="padding-left: 40px;">The scratch has not broken the surface of the road sufficiently to allow for water ingress and further damage therefore no remedial action is required.</p>	

	<p>The property owner has been reminded that works on the property must not have a detrimental effect on highway users.</p> <p>The resident had been advised of this response and members agreed that no further action was required.</p>	
f	<p><u>Textile Banks</u></p> <p>The Clerk had received an email request from a man who was working in conjunction with the charity Scope. Members had been asked to consider whether they would wish to identify new locations for textile recycling banks where local residents could donate their old clothes, with a view to helping / supporting / raising funds for Scope.</p> <p>It was agreed that no suitable location could be identified in the village and the approach should be declined with thanks.</p> <p>Resolved Clerk to send message as above</p>	Clerk
g	<p><u>LALC 25th AGM</u></p> <p>The Clerk outlined details of the above meeting, to be held on 23 November in Penwortham. Members noted these but did not express an intention to send a delegate to the meeting.</p>	
16	<p>Any Other Business</p>	
a	<p>Cllr Fox reported that the drain at the bottom end of Eaves Hall Lane (left hand side going up, near the junction with Waddington Rd) was blocked.</p> <p>Resolved Clerk to report to LCC</p>	Clerk
b	<p>It was stated that the footpath on Hillside Drive was uneven and suffering from skip damage.</p> <p>Resolved Clerk to report to LCC</p>	Clerk
c	<p>Cllr Chew reported that she had engaged the driver of the “gulley sucker” in conversation about a blocked drain outside Wesley Cottage on Chapel Lane. The driver had acknowledged the problem but had been unable to assist as the drain was not on his working list.</p> <p>Resolved Clerk to report to LCC</p>	Clerk
d	<p>It was stated that the wooden pole on Chapel Lane (on which the “unused bus stop” sign was located) had either been knocked down or rotted at its base as it had been seen lying on the pavement.</p>	

e	<p>Resolved Clerk to report to LCC</p> <p>The Chair reiterated his concerns about the poor condition of the road surface on Bowland Gate Lane, where attention was still required on the section up to Whittakers Lane (poor surface, drainage pipe exposed).</p> <p>Resolved Clerk to report to LCC</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 25 September 2019 at West Bradford Village Hall in the lounge.</p>	

The meeting closed at 9.23pm

Signed by:		
	Date: 25.9.19	Cllr A Bristol Chair