

**West Bradford Parish Council**

Clerk:  
Andrew Glover  
24 Hillside Drive  
Clitheroe  
Lancs  
BB7 4TG

Tel: 01200 428547  
Mobile: 07968 486729  
Email: andy.glover24@hotmail.co.uk

**Minutes of the meeting of West Bradford Parish Council held on **Wednesday 30 October 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:	Ms Angela Fallon

1.	<b>Disclosure of interest:</b>  None received	
2.	<b>Minutes of the Last Meeting (25 September 2019):</b>  The minutes were signed by the Chair as a true and accurate record of the meeting.  Proposed by: Cllr H Best Seconded by: Cllr M Wood  <u>Matters arising:</u>  Members noted the following:  i For a third time, 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 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	

	<p>further approaches on 29 August and 26 September, no further response had yet been received.</p> <p><b>Resolved</b>  <b>Clerk to seek assistance of LCC Highways District Partnership Officer on this matter.</b></p> <p>ii As requested at the August meeting, the Clerk had reported the blocked drain outside Wesley Cottage to LCC, who had initially denied responsibility for it. Further discussion with Alan Boyer at RVBC had indicated that the drain was located on an adopted highway and as such – according to Mr Boyer - was “100%” the responsibility of LCC. Having been advised accordingly, the County Council undertook to investigate this matter further. Subsequent examination of the drain by members and other residents indicated that the work had been carried out satisfactorily and no further contact with LCC on this matter was required.</p> <p>iii The Clerk had emailed LCC (as funders of the Local Delivery Scheme, under which money to maintain local footpaths was provided) to thank them for their financial support. Members were pleased to hear that a positive response to this message had been received.</p> <p>iv The Clerk had also reported to LCC the need to trim the hedge between the footpath and highway (just past Waddington and West Bradford school, heading towards Waddington) as it was posing a traffic hazard. Members were pleased to note that the hedge had been cut back.</p>	<p>Clerk</p>
<p>3.</p>	<p><b>Public questions, comments or representations:</b></p> <p>A member of the public (Ms A Fallon) attended the meeting and wished to express continuing concern at the traffic issues caused by large vehicles attempting – unsuccessfully - to pass over Bradford Bridge. Whilst this was a long-running issue, it was felt to have got worse over the last couple of months, with 40 tonne vehicles becoming stuck on approach to the bridge and having to reverse towards the village. A recent incident had occurred at night time and had taken some 2 hours to resolve, with consequent disruption / inconvenience to villagers as well as the risk of damage to property as drivers sought to turn the vehicles around in a very confined area.</p> <p>The Chair outlined the campaign waged by the Parish Council on this issue over months, with all incidents routinely reported to LCC for their consideration. Notwithstanding the above, members and the member of the public debated at length the need for improved signage to deter drivers from seeking to access the bridge in large vehicles. (This was despite the reluctance of the County Council as Highways Authority to introduce enhanced - possibly pictorial - signage which included a length limit).</p> <p>It was agreed that a number of steps should be taken to once again draw attention to this ongoing issue.</p>	

	<p><b>Resolved</b></p> <p><b>Clerk to contact County Cllr Albert Atkinson (as our local representative) and County Cllr Paul Rigby (Parish Champion) to seek their support</b></p> <p><b>Clerk to explore whether any planning conditions on the consent for the development off Waddington Rd (Barrett / David Wilson Homes) may prescribe a route for large vehicles accessing that site, and (if so) whether RVBC Planning Enforcement can assist</b></p> <p><b>Clerk to write to Hanson Cement and ask the company to politely remind its drivers not to seek to access the site by crossing Bradford Bridge from the north</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>4.</p>	<p><b>Update from Ward Councillor present:</b></p> <p>Cllr Hilton reported the following matters:</p> <ul style="list-style-type: none"> <li>• In undertaking his “surgery” visits around the Ribble Valley, Nigel Evans MP will now be visiting West Bradford at 1.45 – 2.15pm on Saturday 9 November 2019. Location – outside no 1 Westfield Drive. (NB – these arrangements may yet be subject to change due to the pending election). Any resident who would wish to discuss an issue with his/her MP (or would just like to engage with Nigel on his surgery visit) is welcome to attend.</li> </ul> <p><b>Resolved</b></p> <p><b>Clerk to arrange for this information to be displayed on the Council’s website</b></p> <ul style="list-style-type: none"> <li>• The intention to develop the Duke of York at Grindleton as a community asset was still very much on track, with real progress towards generating the required funding being made. (It was hoped that RVBC may also make a financial contribution).</li> <li>• A number of imminent changes relating to governance (at a local level) of the National Health Service were outlined. These included: <ul style="list-style-type: none"> <li>- the replacement of CCGs with “Primary Care Networks” (PCNs), which placed an emphasis on prevention and followed a Public Health model. A Clinical Director for the new local PCN had been appointed and he would chair the new structure moving forward (Cllr Hilton would serve as Vice Chair); and</li> <li>- the 3 Health and Wellbeing Boards currently acting across the region would be merged into one (to improve efficiency and save costs). This would be mirrored by the establishment of a larger footprint for Scrutiny committees, a trend which could be perceived as the precursor to a unitary authority.</li> </ul> </li> <li>• Other imminent changes to health provision included: <ul style="list-style-type: none"> <li>- the government seeking to more closely integrate Health and Social Care via an increased emphasis on Extra Care facilities (similar to those being established in Chorley) as well as other measures to enable people to live in their own home for longer; and</li> </ul> </li> </ul>	<p>Clerk</p>

	<ul style="list-style-type: none"> <li>- the increased use of ICT to improve efficiency in GP consultations, eg by holding them remotely via the internet.</li> </ul>	
5.	<p><b>Bradford Bridge</b></p> <p>This matter had been covered under item 3 above.</p>	
6.	<p><b>Overview of financial position:</b></p> <p><b>a Monthly accounts – September 2019</b></p> <p>The Clerk submitted details of income and expenditure for the month of September 2019 for approval by the Parish Council and signing-off by the Chair. However, he had been unable to reconcile the accounts in the usual manner as no bank statement had been received to cover the period to 5 October. The Clerk therefore sought agreement that a Parish Councillor who was also a signatory to the account would contact the bank and seek to resolve this problem (which Cllr Wood kindly offered to do).</p> <p><b>Resolved</b></p> <p><b>Clerk to email Cllr Wood with details of the matter to be resolved</b></p> <p><b>On receipt of the bank statement, Clerk to present the reconciled accounts to the November meeting</b></p> <p><b>b Concurrent Functions Grant 2019</b></p> <p>The Clerk reported that, on 3 October 2019, confirmation had been received from RVBC that payment of £527 had been received (though the lack of a bank statement prevented this from verification at this stage).</p> <p><b>c Precept 2022/21</b></p> <p>Members were advised of the need to set the Parish Council’s precept for 20120/21. To aid members in their deliberations, the Clerk presented a range of financial options for members to consider. These included an uplift of 1%, 2% or 2.5%.</p> <p>Members noted the government’s desire for parish councils to consider all options (including the use of reserves) when setting their precept, and took into account that the current rate of inflation was 1.7% (Consumer Price Index). Members engaged in a lengthy discussion in which they sought to balance the Parish Council’s desire to raise income to facilitate local projects against the financial pressures to which local residents were subject. Cllr Best proposed that the precept for 2020/21 should be set at 2.5% - this was seconded by Cllr Wood. The proposal went to a vote, the outcome of which was as follows:</p> <ul style="list-style-type: none"> <li>• In favour – 5</li> <li>• Against – 0</li> </ul>	<p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> <li>Abstentions – 0</li> </ul> <p>(Cllr Hilton did not have a vote in her capacity as a Borough Councillor).</p> <p>Members noted that an uplift of 2.5% would increase the current precept by £178.23 to £7307, equating to a cost of £20.07 for each of the 364 Band D households in the parish (a rise of 70p per Band D household).</p> <p><b>Resolved</b>  <b>The Chair was authorised to sign off the documentation to be submitted to RVBC.</b>  <b>The Clerk was asked to formally convey the Parish Council’s decision to raise its precept by 2.5% in 2020/21 to the Borough Council by its deadline of 20 December 2019.</b></p>	<p>Chair</p> <p>Clerk</p>
7	<p><b>Governance</b></p> <p>The Clerk had received an email reminder from LALC of the need to comply with the Smaller Authorities (Transparency Requirements) (England) Regulations. This legislation required parish councils to ensure the display of a range of governance-related information on a website. While many of the requirements were currently met by the Parish Council, certain aspects were lacking (eg a list of all expenditure over £100 and the minutes / agendas of all meetings).</p> <p>Members confirmed their reluctance to publicise agenda (due to the often sensitive information contained therein), but agreed that both a list of expenditure over £100 and recent sets of minutes should be displayed as required.</p> <p><b>Resolved</b>  <b>Clerk to arrange via Jon Pendril</b></p>	<p>Clerk</p>
8	<p><b>Planning applications considered</b></p> <p>a Members considered the following applications:</p> <p>i 3/2019/0554 (3 Millstones) – members noted that this application had been refused by the Local Planning Authority, on grounds of (i) highway safety / parking issues and (ii) the harmful impact of the proposed design on the setting of the listed building.</p> <p>ii 3/2019/0787 (Wrathall) – not yet determined.</p> <p>iii 3/2019/0845 (Hargreaves) – the Clerk confirmed that, at members’ request, he had written (on 26 September) to RVBC outlining their concerns.</p> <p>iv 3/2019/0952 (Grace) – members had no objection to the nature of the proposed development per se, but were concerned that (given its scale and location) there could be some negative impact in terms of noise, construction traffic and other disruption.</p> <p><b>Resolved</b>  <b>Clerk to respond to RVBC’s consultation exercise and ask for the imposition of planning conditions to mitigate environmental impact, working hours etc</b></p>	<p>Clerk</p>

b	<p><u>Possible need for planning application</u></p> <p>Cllr Chew had previously queried whether the installation of large sliding windows at a property on Millbrook Close required planning consent. As a result, the Clerk had sought an opinion from Planning Officers at RVBC, who had confirmed that the matter was covered by Permitted Development and no planning application was required.</p>	
9	<p><b>Development of new website for the Parish Council</b></p> <p>At previous meetings, members had indicated their desire to publicise the new Parish Council website and agreed that a “flyer” (to be distributed to local households) was a suitable mechanism for this. Jon Pendril had very kindly offered to design and produce these at his own expense, and 500 card copies were accordingly presented to members.</p> <p>Members again thanked Jon for his generosity on this matter.</p> <p>In discussing arrangements for distribution of the flyers (which members wished to circulate to all residents at approximately the same time), it was noted that several members were away during the month of November. Hence it was agreed to defer distribution until further discussion had taken place at the November meeting.</p> <p><b>Resolved</b>  <b>Clerk to diary for the November meeting</b>  <b>Clerk to advise Jon accordingly</b></p> <p>The Clerk confirmed that since the last meeting he had presented Mr Pendril with a voucher for the 3 Millstones, the purpose of which was to thank him for his considerable efforts on the website to date. A message of thanks from Mr Pendril had subsequently been received.</p> <p>Members also noted that the photograph of a lady (unconnected to the Parish Council) which had – confusingly - featured on the “Parish Council” section of the homepage had now been removed and replaced with a more neutral picture. Mr Pendril was thanked for facilitating this.</p>	Clerk Clerk
10	<p><b>Lancashire Best Kept Village</b></p> <p>a <u>Entry – 2019 competition</u></p> <p>The organisers of the competition had previously informed the Clerk that official feedback on the Parish Council’s 2019 entry would be provided during the first week of October. This had now been received and had been circulated to members on 23 October. In reflecting upon this at the meeting, members felt that the feedback was extremely positive and a credit to the village. It was agreed that the results should be publicised via the website and noticeboards.</p>	

	<p><b>Resolved</b>  <b>Clerk to send the judges' feedback (redacted where appropriate) to Jon Pendril for inclusion on the website.</b>  <b>Clerk to arrange for display of the results on the noticeboard.</b></p> <p>The feedback had also suggested that, if entering the competition next year, members may wish to consider nominating St Catherine's Church for consideration in the relevant Outstanding Features category. Members were supportive of this idea, but felt it appropriate to seek the views of church representatives prior to a final decision being made.</p> <p><b>Resolved</b>  <b>CLlr Chew to raise with the Church</b></p>	<p>Clerk</p> <p>Clerk</p>
b	<p><b>Presentation of Awards Ceremony for the 2019 Competition</b></p> <p>The Clerk reported that, at the awards ceremony held at The Villa in Wrea Green on Monday 14th October, the various entries put forward by the Parish Council had performed extremely well. As a result, the following awards had been received:</p> <ul style="list-style-type: none"> <li>• Champion Villages – Highly Commended (3<sup>rd</sup> place)</li> <li>• Winner – Best Notice Board (Grindleton Rd) (out of 25 entries)</li> <li>• War Memorial – runner up (out of 29 entries)</li> <li>• Hotel/Guest House – joint winner (Eaves Hall) (10 entries)</li> <li>• Public Building – winner (Village Hall) (22 entries).</li> </ul> <p>Members agreed that this was a fantastic achievement for the village and asked the Clerk to ensure that the results were promoted via the website.</p>	<p>RC</p>
	<p><b>Resolved</b>  <b>Clerk to arrange for publication of the results on the website via Jon Pendril</b>  <b>Clerk to approach Andrew Marsden to see if the certificates received should be displayed in the Village Hall</b>  <b>Clerk to write a letter of thanks to the Lengthsman thanking him for his efforts</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
11	<p><b>Action Plan 2019</b></p> <p>The Clerk updated members on the following area of progress:</p>	
a	<p><u>Flagpole</u></p> <p>The Chair confirmed that he had erected the flagpole on 14 October, and members thanked the Chair for his efforts in this regard.</p>	
b	<p><u>VE Day commemoration event, 8-10 May 2020</u></p> <p>Members discussed the revised draft action plan for the event, with particular emphasis on the following:</p>	

	<p>i) concerns over whether it was consistent with the national approach; and</p> <p>ii) the adequacy of the proposed programme of events.</p> <p>After some discussion about the extent to which the views of local residents should be sought, it was agreed that the Parish Council should proceed with a programme of activities which suited its own local needs (rather than adhere strictly to the national agenda). Further consideration was also given to the proposed running order for the event on 8 May, with an acknowledgement that the event should focus on the time period between 2.30pm and 5pm.</p> <p><b>Resolved</b>  <b>Clerk to revisit the proposed running order and bring back to the November meeting</b>  <b>Members to consider sending out a “save the date” by the end of December 2019</b>  <b>Availability of U3A choir to be sought</b></p> <p>c <u>Pinfold sign</u></p> <p>The Clerk informed members that the Pinfold sign had now been received, and the Chair kindly agreed to erect this on the wall of the Pinfold site.</p> <p><b>Resolved</b>  <b>Chair to erect</b></p>	<p><b>Clerk</b></p> <p><b>All MW</b></p> <p><b>Chair</b></p>
12	<p><b>Reports from sub-committees / other meetings attended</b></p> <ul style="list-style-type: none"> <li>• Playing Field / Village Hall – Cllrs Fox and Wood (along with Andrew Marsden) – no issues of significance for the Parish Council to report.</li> <li>• Parish Council Liaison Committee – the Chair and Cllr Hilton updated on the meeting held on 26 September 2019, when the main item of business had been a discussion on the forthcoming revisions to governance of local health service provision.</li> <li>• Lancashire Association of Local Councils – no update.</li> <li>• Hanson Cement – Cllr Wood attended the meeting held on 26 September (the minutes of which had subsequently been circulated).</li> <li>• Lengthsman scheme – the Chair submitted an invoice for the Lengthsman’s fee for the period to 27 September 2019.</li> </ul> <p><b>Resolved</b>  <b>Clerk to arrange for payment</b></p>	<p><b>Clerk</b></p>

13	<b>Correspondence / requests received</b>	
a	<p><u>Strategic Housing and Economic Needs Assessment, Ribble Valley Borough Council draft report for consultation - September 2019</u></p> <p>The Clerk reported that the Parish Council had been invited to respond to the above formal consultation exercise run by RVBC. The Needs Assessment sought to define the anticipated housing needs across the borough in future years. The document (which was both complex and lengthy) indicated that housing need would stand at a minimum of 148 housing units per year, but in practice the target figure was likely to be nearer 280 dwellings per year.</p> <p>Members noted this information, and acknowledged that the extent to which any future housing targets would be imposed upon the parish of West Bradford was not clear. The Clerk therefore invited members to consider whether the development and adoption of a Neighbourhood Plan (as some other parishes had done) would be beneficial. Cllr Hilton commented that it would be prudent for members not to rule out the use of any tool (including a Neighbourhood Plan) which would give some local control over future development, and it was agreed to keep a watching brief at this stage.</p>	
b	<p><u>Xmas lights</u></p> <p>The Clerk reported that RVBC was still receiving applications for grants for Xmas tree lights until 31 October 2019. Members felt that the current lighting stock was probably adequate for the size of the tree.</p>	
c	<p><u>Lancashire Day</u></p> <p>The Clerk had received notification that Lancashire Day would be held on 27 November 2019. At the request of the Chair, the Clerk had approached a commercial provider for a quote to buy 2 additional flags, namely a 1.5 yard sewn flag of St George and also a 1.5 yard printed Lancashire Flag. The costs totalled £68.28 including VAT and postage.</p> <p><b>Resolved</b> <b>Clerk to arrange for purchase of the two flags</b></p>	Clerk
d	<p><u>Yorkshire Devolution Movement (YDM)</u></p> <p>The Clerk reported that he had been approached by the above organisation, who – given the parish’s proximity to the North Yorkshire border - wished to ascertain the extent to which the Parish Council celebrated its Yorkshire heritage and whether support on certain signage matters would be given.</p> <p>Whilst members felt some sympathy with the aims of YDM, it was considered that the introduction of signage marking the Historic County of Yorkshire at its boundary with the County Palatine of Lancashire would be prohibitive on grounds of cost.</p> <p><b>Resolved</b> <b>Clerk to advise YDM of members’ views</b></p>	Clerk



	<p><b>Date / time of next meeting:</b></p> <p>The next scheduled meeting of West Bradford Parish Council will be held at 7.30pm on <b>Wednesday 27 November 2019</b> at West Bradford Village Hall in the lounge.</p> <p>(This would be the last scheduled meeting of 2019; members agreed to consider whether they would treat this as their Xmas meeting).</p>	
--	--	--

**The meeting closed at 9.10pm**

Signed by:		
	Date: 27.11.19	Cllr A Bristol Chair