

**Minutes of the meeting of West Bradford Parish Council held on Wednesday 26 February 2020 at West Bradford Village Hall**

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| Members present: | Parish Cllr A Bristol (Chair)  Parish Cllr R Chew (Vice Chair)  Parish Cllr M Fox  Parish Cllr M Wood |
| Apologies: | Parish Cllr H Best  Cllr B Hilton (RVBC) |
| Members of the public present: | Andrew Marsden  Clare Thornber and Jane Wolstenholme to discuss item 11b below (VE Day event) |

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| 1. | **Disclosure of interest:**  None received |  |
| 2. | **Minutes of the Last Meeting (29 January 2020):**  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  It was agreed that the minutes would be posted on the Council website.  Matters arising: | **Clerk** |
| i | Members recalled that LCC had previously installed speed awareness signs near to the Three Millstones and also on Clitheroe Rd, but these locations had failed to address the main location for concern expressed by the Parish Council (ie adjacent to the children’s play area at the village hall. Members were therefore pleased to hear that, at the Parish Council’s prompting, LCC had now agreed to install temporary signage on Grindleton Road from April-June 2020; these signs would be located close to Bowland Gate Lane, as well as opposite the Village Hall to address the issue of speeding vehicles travelling in either direction.  **Resolved**  **At the April meeting, Clerk to remind members of LCC’s commitment** | **Clerk** |
| ii | Members were informed that Sam Wrathall had agreed to accept a cheque for £32 to cover the cost of electricity to illuminate the village Xmas tree. A cheque was to be signed to this effect.  **Resolved**  **Clerk to forward cheque to Sam Wrathall, with the Parish Council’s continued thanks for his assistance.** | **Clerk** |
| 3. | **Public questions, comments or representations:**  None |  |
| 4. | **Update from Ward Councillor present:**  None |  |
| 5. | **Bradford Bridge** |  |
| a) | Traffic Issues  At their November meeting, members had reflected on their ongoing correspondence with LCC about the wider traffic problems arising from Bradford Bridge, and recalled that an offer to review signage on the approach roads had been made by Cllr Keith Iddon (Portfolio Holder). As no response had then been received, the Clerk had been invited to pursue this matter and – after further correspondence – a reply from Clllr Iddon had been received on 20 February. Members were disappointed to hear the outcome of the County Council’s review of signage, which had concluded that (i) no alternative route enabled larger vehicles to avoid the bridge was identifiable and (ii) the warning signage currently in situ was considered adequate.  Members discussed this response at length but determined that there was little point in entering into further correspondence with LCC at the present time.  **Resolved**  **Clerk to arrange for the response from Cllr Iddon to be displayed on the Parish Council website**  On the topic of signage, Cllr Fox pointed out that the warning signage currently displayed directly on the highway opposite the entrance to Hanson Cement had been turned through 90 degrees and was not clearly visible to drivers descending the hill in the direction of the bridge.  **Resolved**  **Clerk to report to LCC**  Members were further reminded that an approach had been made in late 2019 to Hanson Cement to explore whether the company would again remind its drivers / contractors of the need to take care when seeking to access the bridge. As no formal response was subsequently received, at members’ request the Clerk had made a further approach to the company on this matter. The company had now agreed to discuss the issue at senior level once more, but no confirmation of its stance had yet been given. It was therefore considered appropriate for Cllr Wood to further raise the matter at the forthcoming liaison meeting in March.  **Resolved**  **Cllr Wood to raise at the liaison meeting** | **Clerk**  **Clerk**  **MW** |
| b) | Storm Ciara  On 9 February 2020, Storm Ciara had severely damaged the river-side dry-stone wall adjacent to Clitheroe Rd heading from the village towards Bradford Bridge (as well as concrete flags in the wall opposite). Silt from the flood had also blocked drains intended to facilitate the removal of surface water from Clitheroe Rd.  On 12 February, the Clerk had reported the above issues (along with supporting photographs kindly provided by Cllrs Chew and Best) to the Highways District Partnership Officer at LCC. This request acknowledged the current post-Ciara pressures to which the County Council must be subject, but it was felt important to advise officers of local concerns so that any repairs could be factored into a work schedule.  On 25 February, a response had been received from Amy Tyldesley, District Lead Officer at LCC in which the following pints were confirmed:  1) Severe damage to the dry stonewall between Bradford Bridge and the entrance to the village  The damage [sic] wall will be inspected as soon as possible. If the wall falls under Lancashire County Councils jurisdiction, we will repair the wall as soon as possible. If the wall does not fall under our jurisdiction, we will instruct the landowner to have the wall repaired as soon as possible.  2) Damage to flags opposite the damaged wall  We will inspected [sic] the flags whilst carrying out an inspection to the wall. Any remedial work that is required will be actioned as soon as possible. Please note that this work is weather dependant.  3) Blocked drains  We have instructed our gully cleansing team to jet and cleanse the gullies in this area. They will also report any findings in case there are any further problems with the system. We aim to complete this work as soon as possible. Please note that there may be a delay in this as reactive emergency works are carried out in flooded areas.  Members noted the above response, and considered a number of other potential options to improve the situation moving forward (eg erection of a fence as opposed to a replacement stone wall, or installation of a footpath). They further noted that LCC had removed the fallen stones from the highway, and discussed whether this would impact upon any legal liability for LCC to repair / reinstate the wall. It was agreed that (given the post-flood demands on LCC resources) it would be appropriate to diary the issue for further consideration at the May meeting of the parish council, when LCC’s stance may have become clearer.  **Resolved**  **Clerk to diary** | **Clerk** |
| 6. | **Overview of financial position:** |  |
|  | **Monthly accounts – January 2020**  The Clerk submitted details of income and expenditure for the month of January 2020 for approval by the Parish Council and signing-off by the Chair.  **Resolved**  **That the record for January 2020 as presented would be signed off** | **Chair** |
| 7. | **Governance** |  |
| a) | Minutes / Agenda  Members had previously asked for a standard skeleton agenda to be displayed on the Parish Council website, but had been unable to view this online. Cllr Chew confirmed that she had managed to find the reuested content, but it was hidden behund the “RSVP” button. Cllr Chew undertook to speak to Jon Pendril on this and associated issues relating to the website.  **Resolved**  **RC to approach Jon Pendril** | **RC** |
| b) | Governance pages  Members had requested that, in order to avoid confusion for members of the public, the document entitled “Payments ending March 2017” be removed from the Governance pages of the website.  The Clerk confirmed that this had now been actioned by Jon Pendril. |  |
| 8. | **Planning applications considered** |  |
| a) | None considered. |  |
| b) | Confidential – update on alleged breach of Planning legislation  The Clerk gave a verbal update on the situation. |  |
| 9 | **Development of new website for the Parish Council** |  |
|  | Development of a calendar for local events  At the January meeting, members had agreed that a useful addition to the website would be a calendar of key dates / upcoming events. This could inform residents of general activities going on in the parish, including those at the Village Hall (such as the dates of pilates classes or the Gardening Club). Since the Janulary meeting Jon Pendril had helpfully added a new “Events” page to the website, but members felt that ts format and appearance could be further developed. It was agreed that Cllr Chew would contact Jon for further discussion.  **Resolved**  **Cllr Chew to contact Jon Pendril** | **RC** |
| 10 | **Lancashire Best Kept Village Competition (LBKVC)** |  |
| a) | Information Event  Cllr Fox confirmed that due to unforeseen circumstances he and Janet had been unable to attend an information event held at Salmesbury Memorial Hall on 24 February. |  |
| b) | Entry to LBKVC 2020  Members agreed (unanimously) that the Parish Council should again enter the LBKVC in the Small Village category. They then considered which of the village facilities should be entered for consideration as Outstanding Features, with the following being agreed (subject to the prior agreement of the relevant parties being obtained):   1. Place of Worship and Grounds (judges’ feedback in 2019 suggesting that St Catherine’s Church should be entered); 2. Village Pub/Inn or Restaurant – Three Millstones; 3. Hotel / Guest House – Eaves Hall; 4. Children’s Play Area – Village Hall Management Committee; 5. Village Hall - Village Hall Management Committee; 6. Notice Board – (Grindleton Rd only); and 7. War Memorial/Public monument.   Consent for entries f and g above was given by the Parish Council. Consent for entries d and e above was given by the representatives of the Village Hall Management Committee present at the meeting.  **Resolved**  **Clerk to obtain prior agreement for entry into Outstanding Features categories of LBKVC in relation to a, b and c above**  **Clerk to complete the requisite documentation and submit this to the competition organisers prior to the deadline of 31 March**. | **Clerk**  **Clerk** |
| c) | Suggestion from Cllr Best  Cllr Best had asked the Clerk to raise a suggestion (in her absence) that – to encourage local interest in the LBKVC – the Parish Council should this year award a prize for best large pot/ tub in a front garden. Members were generally supportive but felt that the matter should be discussed further, in Cllr Best’s presence, at the next meeting.  **Resolved**  **Clerk to diary** | **Clerk** |
| 11 | **Action Plan 2020**  Members discussed the following issues: |  |
| a | Draft Plan |  |
|  | As agreed at the January meeting, the Clerk presented an updated version of the draft Action Plan for 2020 for members’ consideration. The draft Plan essentially reflected members’ preference to focus on the VE Day event in the first half of the year, and then revisit the Action Plan to identify new priorities for the second half of the calendar year.  **Resolved**  **The draft Action Plan would be adopted, and then revisited once the VE Day event had been completed.** | **Clerk** |
| b | VE Day, 8-10 May 2020  Clare Thornber and Jane Wolstenholme attended for this item. They talked through the extensive steps they had taken since the last meeting to investigate costs of items for the event. Key points discussed (and updated on the Action Plan) included:   * Further action would be taken now in April to promote the event locally; * A number of items to be purchased (games equipment, bunting etc) were identified – Clare / Jane to pursue; * Cllr Chew had confirmed that Trevor Roberts would be available to do a talk for children, proposed time 3.15pm; * Cllr Chew had established that Frank had a PA system available for use on the day, although as he was away on the day of the event a pre-meeting would need to be arranged so that he could show how to work it. It was agreed that Clare and Jon Pendril could be asked to attend.   The Chair again thanked Clare and Jane for their enthusiasm and commitment in moving this project forward.  **Resolved**  **Clerk to update Action Plan with further discussion at the March meeting** | **CT/JW**  **CT/JW**  **Clerk** |
| 12 | **Reports from sub-committees / other meetings attended**   * Playing Field / Village Hall – Cllrs Fox and Wood reported that a new projector and screen was being proposed for the main room in the village hall. Installation of a new oven was also underway, at a cost of c£3.5k. The Village Hall Management Committee enquired whether the Parish Council would be willing to contribute to this cost (although a grant to underpin some of the expenditure had been sought from RVBC, meaning that any Parish Council decision not to contribute would not prove fatal to the project). With no consensus emerging the Chair asked for a vote to be taken, the result of which was as follows:   In favour of the Parish Council making a financial contribution to the cost of the oven – 2 votes (Cllrs Fox and Wood);  Opposed to the Parish Council making a financial contribution to the cost of the oven – 2 votes (the Chair and Cllr Chew).  It was therefore agreed that the matter would be placed on the agenda for the March meeting, when Cllr Best would hopefully be in attendance and able to add to the debate.  **Resolved**  **Clerk to diary**   * Parish Council Liaison Committee – Cllr Chew had attended the meeting held on 30 January 2020. It had been reported that the Rotary Club wished to become a “zero carbon” club and was requesting access to community land so that carbon could be offset through the planting of trees. In addition, the multi-agency / Public Health approach to tackling the recent spike in local drug activity was still progressing, and it was possible that funding for local initiatives may become available from the Pendle Hill Landscape Partnership. * Lancashire Association of Local Councils – the Parish Council had sent apologies for the meeting held on Wednesday 12 February 2020. * Hanson Cement – next meeting on 19 March 2020 (since moved to 26 March 2020). * Lengthsman scheme – no update. | **Clerk** |
| 13 | **Correspondence / requests received** |  |
| a | RAF – 80th anniversary of the Battle of Britain  Correspondence had been received inviting members to consider whether to participate in events to commemorate the 80th anniversary of the Battle of Britain.  **Resolved**  **The Parish Council would not support this event but instead concentrate its efforts on the VE Day event in May 2020.** |  |
| b | Defibrillator - 3 Rivers Country Club  The Clerk had been advised by NWAS that a defibrillator (previously provided by the Parish Council) had been installed at the above location without the proper governance / checking procedures being implemented.  Members confirmed that the Parish Council had indeed purchased the defibrillator, but – when handed over to the site – it had been made clear that it was the site owner’s responsibility to maintain the item moving forward. It was therefore appropriate for the Parish Council to contact the site in writing and seek their views on the matter, as well as ascertaining their future intentions. Should further discussion be needed with the site, the Chair and Vice Chair would engage with site management accordingly. If the site did not wish to meet NWAS’ requirements for the defibrillator, the Parish Council would be willing to take it back.  **Resolved**  **Clerk to inform NWAS of the Parish Council’s stance**  **Clerk to draft a letter to be sent to the Three Rivers site, which would be sent in the Chair’s name.** |  |
| c | Yorkshire Devolution Movement  The Clerk had received further correspondence from the Chair of the above body enquiring whether the Parish Council had been able to pursue the issue of signage for the installation of signs to mark the traditional boundary of Yorkshire (pointing out that potential funding from other local authority sources may be available).  **Resolved**  **The Parish Council was not minded to pursue this matter at the current time and no further response to the approach was required.** |  |
| 14  a | **Any Other Business**  Blocked dyke  Cllr Fox raised the issue of a blocked dyke mid-way between Laneside Farm and West Clough Farm, on the opposite side of Grindleton Rd to the above properties.  **Resolved**  **Clerk to investigate and report to LCC** | **Clerk** |
| b | Dog fouling  The Chair confirmed that the problem of dog-fouling on Bowland Gate Lane had been of particular concern in recent weeks.  **Resolved**  **Clerk to report to RVBC** | **Clerk** |
|  | **Date / time of next meeting:**  The next scheduled meeting of West Bradford Parish Council will be held at 7.30pm on **Wednesday 25 March 2020** at West Bradford Village Hall in the lounge. |  |

**The meeting closed at 8.53pm**

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| Signed by: |  | |
|  | Date:  25.3.20 | Cllr A Bristol  Chair |