

West Bradford Parish Council

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Minutes of the meeting of West Bradford Parish Council held on **Wednesday 30 June 2021 at West Bradford Village Hall**

The meeting was held on a socially-distanced basis.

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 K Horkin (RVBC)
Members of the public present:	None

1.	Disclosure of interest: None received	
2.	Minutes of the Last Meeting (26 May 2021): The minutes of the May 2021 meeting were signed by the Chair as a true and accurate record of the meeting. Proposed by: Cllr R Chew Seconded by: Cllr M Fox Resolved It was agreed that the minutes would be posted on the Council website.	Clerk
a)	<u>Matters arising:</u> <u>Running water / blocked gullies at the junction of Eaves Hall Lane / Waddington Rd</u> At the previous meeting, the Clerk had been asked to assess the problem of running water / blocked gullies at the junction of Eaves Hall Lane / Waddington Rd. This had been done on 28 May, with an email of the	

	<p>problem (accompanied by options for next steps) subsequently circulated to members.</p> <p>Resolved The Clerk would write to Lancashire County Council (LCC) as Highways Authority and alert officers to the issue</p>	Clerk
b)	<p><u>Waste bin at the Coronation Gardens</u></p> <p>The Clerk had sought clarification on the lines of responsibility within Ribble Valley Borough Council (RVBC) for emptying the waste bin at the Coronation Gardens. A detailed response had been promised but not yet received.</p>	
c)	<p><u>Bus shelter – Grindleton Rd</u></p> <p>The Clerk had corresponded with LCC and established that officers did intend to replace the bus shelter previously present on Grindleton Rd; they were currently in discussion with the contractor as to the size / nature of the replacement (although no precise timetable for the work could be given).</p>	
3.	<p>Public questions, comments or representations:</p> <p>None</p>	
4.	<p>Update from Ward Councillor present:</p> <p>None</p>	
5.	<p>Bradford Bridge</p> <p><u>Repair to wall on Clitheroe Rd</u></p> <p>Members were reminded that, in March 2021, confirmation had been received from officers at LCC of their intention to repair the wall adjacent to the River Ribble (which had been damaged by Storm Ciara in early 2020). This repair work had commenced on 9 June 2021, as originally scheduled. Anecdotally, it had been suggested that a double-skinned wall was to be constructed (the side adjacent to the river being low and the roadside face being more elevated), with ample gaps to be left for drainage.</p> <p>At members' request, the Clerk had entered into formal dialogue with LCC on a range of matters, including the duration of the repair work and its impact on local traffic. In addition, the Chair had raised concerns that a road sign erected by LCC had indicated – at short notice - that the bridge would be closed for a period of nearly 6 weeks (until 18 July) in order to allow the works to be completed; it was felt that this extended closure at short notice would cause inconvenience for local residents and the Clerk therefore sent an email expressing disappointment at the poor communication on 6 June. No response to this email had been received.</p>	

	<p>Recent informal discussions with LCC contractors working on the site had revealed that the period up to 18 July would be used to shore up the river bank, with the road then re-opening whilst the riverside wall was repaired.</p> <p>During a lengthy discussion, members identified a number of areas on which clarification from LCC would be helpful:</p> <ul style="list-style-type: none"> • would pedestrian / cycle access be available pending the re-opening of the road to traffic after 18 July, as well as thereafter? Such access was currently denied, with major inconvenience for local residents, yet the reason for this was not clear; • were LCC officers confident that Clitheroe Road would re-open on 19 July as indicated by signage? Members noted that further road closures were scheduled at Coplow Bridge on Waddington Rd (also for repairs necessitated by Storm Ciara) from 19 July, and any overlap in these dates would have a significant impact on residents travelling to and from the village. Was there a contingency plan?; • how would traffic flow be managed when Clitheroe Road reopened – would there be traffic lights installed and where would these be located?; and • the use of heavy machinery had impacted the already unsatisfactory surface of the highway, extending into the village as far as Ashridge on Clitheroe Road. Would LCC commit to making good the road surface on conclusion of their activities? <p>Resolved Clerk to raise the above issues with officers at LCC</p>	Clerk
6.	<p>Haweswater Aqueduct Resilience Programme (HARP)</p> <p>Following the webinar on 3 June 2021 (attended virtually by the Clerk and Cllr Wood), the Clerk had circulated a note of the session to members and also placed the text of this on the Parish Council website.</p> <p>During the webinar, officers at United Utilities had confirmed their intention to submit a planning application for the development activity (including the proposed crossing of the River Ribble) during June 2021, although it was not yet known whether this had taken place.</p> <p>Resolved Clerk to monitor RVBC website for details of any planning application submitted by United Utilities</p>	Clerk
7.	<p>Overview of financial position:</p> <p>a) <u>Monthly accounts – May 2021</u></p> <p>The Clerk submitted details of income and expenditure for the month of May 2021 for approval by the Parish Council and signing-off by the Chair.</p>	

	<p>Resolved That the record for May 2021 as presented would be signed off</p>	Chair
b)	<p><u>2021/22 budget – quarterly monitoring</u></p> <p>The Clerk provided a full breakdown of the 2020/21 budget at the end of Q1. He confirmed that all items of expenditure were currently within budget (although no invoice from the Lengthsman had yet been received this financial year).</p> <p>The Chair advised that an invoice from the Lengthsman was likely to be forthcoming in the near future.</p> <p>Resolved Members noted the Q1 budget monitoring report and approved its content.</p>	
8.	<p>Governance</p> <p>a) <u>External Audit 2020/21</u></p> <p>In accordance with the Annual Governance and Accountability Return 2020/21 (AGAR), the Clerk confirmed the following:</p> <ul style="list-style-type: none"> • all documentation required to be submitted to the external auditors for a limited assurance review had been sent by email on 28 May 2021; • all required documentation had been displayed on the Parish Council website on 4 June 2010; and • on 12 June 2021, all necessary documentation to publicise the exercise of public rights had been displayed on the Council's website and village notice board (with a photograph taken in confirmation). <p>Resolved Members noted the above and confirmed their understanding that all requirements in relation to the exercise of public rights had been met.</p> <p>The Clerk advised that, on 24 June 2021, confirmation had been received from the external auditors that the Parish Council's request for a limited assurance review had been received. On completion of the limited assurance review, the external auditor would provide a report and certificate. These would need to be published on the Parish Council's website by no later than 30 September 2021, along with sections 1-3 of AGAR and the notice of conclusion of audit.</p>	
9.	<p>Planning applications considered</p> <p>The following requests were considered:</p> <p>a) <u>Planning Application No: 3/2021/0434 (38 Eastfield Drive, West Bradford)</u></p> <p>Details of the above had been circulated to members on 27 June, with the deadline for response being 13 July.</p>	

Members discussed the proposal in detail, with particular emphasis on the impact that the proposed development may have on on-street parking. In this instance, it was concluded that the driveway at the property was of sufficient size that any such impact would be minimal. However, given the narrowness of village highways such as Eastfield Drive, it was agreed that on-street parking was a significant local concern. The issue of on-street parking would therefore be taken into account when future planning applications were placed before members for their consideration.

Resolved

No comments to be submitted under the consultation process

b) Planning Application No: 3/2021/0646 (Marylebone Farm, Bowland Gate Lane, West Bradford)

Details of the above had been circulated to members on 27 June, the deadline for response being 14 July.

Again, members discussed this application at length. Due to the ongoing pandemic, no post was currently being delivered locally and as such neighbours of the applicant had not yet received their consultation letters. However, the Chair had received two complaints from local residents who objected to the proposed installation of the 4 arena mirrors. Members identified the following aspects of concern with the application:

- from the submitted plans, it appeared that the mirrors faced in a south-westerly direction, and the reflected light (especially on summer evenings) may cause a potential light nuisance to neighbouring properties. Neighbouring properties already felt impacted by the existing arena lights (which may themselves be unauthorised in planning terms), and feared that erection of the mirrors would only exacerbate the nuisance experienced by residents;
- it was possible that – over the summer months – the reflected light from such large mirrors could cause a potential fire risk; and
- the applicant is located within an Area of Outstanding Natural Beauty and the erection of the mirrors would be out of keeping with the local environment.

Members therefore opposed the application. However, should the Local Planning Authority be minded to grant the application, officers were asked to consider the use of conditions which may minimise the impact of the mirrors on local residents (eg obliging the mirrors to be appropriately covered when not in use).

Resolved

Clerk to submit written comments to the Local Planning Authority under the consultation process

Clerk

10.	<p>Lancashire Best Kept Village Competition (LBKVC)</p> <p>a) <u>Update</u></p> <p>Judging for the 2021 event had commenced on 1 June 2021. Members reflected on local issues which may impact on the village's application, and identified the following areas for action prior to the second round of judging:</p> <ul style="list-style-type: none"> • weeds were growing in the gutters on Westfield Drive and other residential streets; and • repairs to the footpath on Straitgate had not yet been undertaken. It was reported that one local resident may have narrowly avoided injury when using the footpath. <p>Resolved Chair to raise the above issues with the Lengthsman</p> <p>At the May meeting, Cllr Best had undertaken to establish whether Eaves Hall was intending to participate in the Outstanding Features (Hotel) competition this year. Following Cllr Best's intervention, the premises had confirmed its intention to enter and this information had been conveyed to the organisers on 28 May. (It had been agreed with the organisers that, in order to minimise intrusion upon possible wedding parties, judges would not proceed beyond the drive access to premises).</p> <p>Resolved Members thanked Cllr Best for her efforts.</p>	Chair
11	<p>Action Plan 2021</p> <p>In relation to the Action Plan, the following matters were discussed:</p> <p>a) <u>Interpretation Board</u></p> <p>Cllr Fox confirmed that – as previously requested – he had made contact with Grafx, but no further approach had been received from the company. Cllr Chew said that she had spoken to Grindleton Parish Council, who had produced an interpretation board by creating a Powerpoint slide (which was then printed by Borough Printing of Clitheroe); laminated; and put on display in the village. This was felt to have been an acceptable and cost-effective way forward.</p> <p>Resolved Clerk to approach Borough Printing</p> <p>b) <u>Speed Indicator Device (SpID)</u></p> <p>The Clerk presented a detailed quote of the cost of obtaining a basic static solar-powered SpID (c£2.4k + VAT). Members considered this at length, and after assessing a number of options (including the possibility of sharing the cost with another village) resolved that the cost was prohibitive for a static model.</p>	Clerk

	<p>However, being aware that the issue of speeding on Grindleton remained a local concern, members considered whether the introduction of a maximum speed limit of 20mph would be feasible.</p> <p>Resolved Clerk to make enquires with LCC on this issue</p>	Clerk
12	<p>Reports from sub-committees / other meetings attended</p> <ul style="list-style-type: none"> Playing Field / Village Hall – Cllr Fox reported on the meeting held on 9 June, confirming that further attention had been given to the proposed planning application for the exercise track. Plans had now been drawn up, which he handed to the Clerk for assessment / advice on next steps. <p>Resolved Clerk to assess plans and discuss with Chair of the Village Hall Management Committee</p> <p>Cllr Fox confirmed that the Village Hall was likely to be continue to be used as a vaccination centre throughout July, and possibly longer. Due to the pandemic it remained closed for the majority of other local activities, although pilates classes / gym use were taking place and one long-standing commitment for a wedding function would be honoured.</p> <ul style="list-style-type: none"> Parish Councils' Liaison Committee – no attendance at the meeting on 24 June Lancashire Association of Local Councils – no update Hanson Cement Liaison Committee – meetings not yet reconvened due to the pandemic Lengthsman scheme – discussed above 	Clerk
13	<p>Correspondence / requests received</p> <p>The following items of correspondence were considered:</p> <p>a) <u>Grass verges</u></p> <p>On 6 June 2021, an email from a local resident had been received expressing concern at the cutting of grass verges; it was considered that the neatness of the village prior to the judging for the Best Kept Village competition was being prioritised above native wild flowers. At the request of the Chair, the email was circulated on 8 June to all parish councillors for their comments. After some supportive comments were received in response, the Chair requested that an approach be made to the organisers of the LBKVC to seek their views on the issue; this had been done by email on 11 June. The response of the competition organisers indicated that they were aware of (and sympathetic to) the situation, which had also been raised by other parish councils across the County, and a possible change to the competition rules / marking scheme may well be introduced as a result. The organiser of the competition had kindly offered to attend a Parish Council meeting and discuss the matter further; members</p>	

	<p>appreciated the offer made but – in light of the response received - did not consider such attendance to be necessary at this stage.</p> <p>Resolved Clerk to contact the resident who raised the issue and advise her of the situation</p>	Clerk
b)	<p><u>Queen's Platinum Jubilee 2022</u></p> <p>All parish councils had recently been invited to participate in celebrations to mark the Queen's Platinum Jubilee, to take place over the long weekend of 2 – 5 June 2022. Planned national events include the lighting of more than 1,500 beacons throughout the United Kingdom and abroad.</p> <p>Members agreed to support this initiative and, as well as lighting a beacon / letting off fireworks, proposed hosting a celebratory event (with the possible participation of Slaidburn Silver Band).</p> <p>Resolved Clerk to register the Parish Council's intention to light a beacon etc with the national event organisers Clerk to approach Slaidburn Silver Band for their availability Clerk to place this matter on the agenda for further discussion in August</p>	Clerk Clerk Clerk
c)	<p><u>Temporary road closure – Eaves Hall Lane</u></p> <p>Members noted the temporary road closure due to take place on 1 and 2 July (which had been discussed in conjunction with wider issues under item 5 above).</p>	
d)	<p><u>Temporary road closure – Coplow Bridge</u></p> <p>This matter had been discussed under item 5 above.</p>	
e)	<p><u>Offer to develop a more holistic local website</u></p> <p>On 25 June, an email had been received from a local resident (with considerable experience as a journalist) offering to develop and run a "West Bradford news website". Members considered the message, and concluded that the resident should be invited to attend the next meeting of the Parish Council; this would enable members to better understand the nature of the offer being made.</p> <p>Resolved Clerk to invite the resident to attend the August meeting</p>	Clerk
f)	<p><u>Suggested item for website</u></p> <p>The Parish Council had been approached by LCC and invited to place on its website information relating to the nature and prevalence of Ash Dieback disease.</p> <p>Resolved Clerk to display the information as requested</p>	Clerk

14	Any Other Business None	
	Date / time of next meeting: The next scheduled meeting of West Bradford Parish Council is due to be held on 25 August 2021 (there being no meeting in July) at 7.30pm.	

The meeting closed at 8.39pm

Signed by:		
	Date: 25.8.21	Cllr A Bristol Chair 