

READ PARISH COUNCIL

10/11/2021

A meeting of the Parish Council was held at **Read & Simonstone Village Hall, 6 East View, Read, BB12 7PS on Wednesday 10<sup>th</sup> November, 2021 at 7.00p.m.**

**Present:** Chairman: Councillor Hacking  
Councillors: Anderson, Barker, McKelvey, Pollard, Greenough

**In attendance:** April Collinson (Clerk)

4 members of the public attended.

1. **Apologies for absence** – Apologies from Councillors Hanson and Bennett.
2. **Declarations of Councillors' Interest and dispensations**
  - 2.1 **To receive declarations of interest from Councillors *on items on the agenda.* – none.**
  - 2.2 **To receive requests for dispensations for disclosable pecuniary interests (if any) – none**
  - 2.3 **To grant any requests for dispensation as appropriate – none**
3. **To approve the minutes of the previous parish council meeting held on 13<sup>th</sup> October 2021 – *the minutes were approved.***
4. **Matters arising from the above minutes not on the agenda – none**
5. **Public participation - none**
6. **Borough Councillor's Report** – Borough Councillor David Peat

Spoke regarding councillor Safety and revised guidance following an incident in Essex where a councillor, Sir David Amess, had been murdered. He urges Councillors to exercise general caution especially if planning to meet unknown people alone, any plans made should include ensuring someone knows where and when an individual should be back. It was suggested that councillors may not wish to have their addresses as public information.

In relation to code of conduct, he noted that the new declaration of interest is quite widespread and could be restrictive to councillors meaning only a small proportion may be eligible to vote in certain matters. A copy of the new guidance has not been provided to the parish council yet but this will be circulated once received and a signed copy will be kept.

Platinum Jubilee – the Borough Council is giving £500 per Parish Council to commemorate the Jubilee. He mentioned the Beacons (see 11.) however as Read is not on a hill this may not be appropriate. The Queen has requested living commemorations such as trees and commemorative walks. The grant has to be applied for and what the money will be spent on should be included in the application.

Additional grants are available under the recovery scheme to install additional staff safety measures to help businesses get back to normal. There are also Green initiatives to help businesses become more eco friendly.

7. **Clerk's Report** – a report was received from the local PCSO with the monthly crime Report;  
14/10/21 – Whalley Road- Parking Issues on the back street – an officer attended and spoke with those involved.

20/10/21 – in Simonstone cold callers – PCSO has conducted reassurance visits and offered ‘no cold caller’ signs for residents’ windows/doors. (If any residents would like one of these signs please get in touch)

27/10/21 – Church at Read – Suspicious van in the area late at night parking up/hovering around the area – Patrols have monitored since and there have been no sightings during patrols.

**8. Reports from external meetings** – none

**9. Playground:**

**a) To receive the playground inspection report** – a handle had been broken off some of the exercise equipment, this was located and has been repaired by Councillor Anderson.

**b) Repairs and maintenance** – The Lengthsman has been asked to do some repairs on the playground and open up the gate to the cricket club

**10. Allotment Management Committee report** – there are currently no empty plots and a waiting list of 14.

An issue has come up where previously part of the field at the bottom of the allotments was fenced off in order to create more allotments. Before this the fence was maintained by the person who rented the field. The person who rented the field now feels it is unfair for them to maintain this new fence at the bottom of the new allotments. This we need to be discussed at a future meeting.

One tenant has asked if his son could take over the plots if he was no longer able to maintain them, under current rules this would not be possible. Other tenants have claimed that it should be considered as the current tenant has had the plots for a very long time. Some plots are held by one person officially but primarily maintained by another member of their family. It has been suggested that the son could be added to the waiting list and have his name added to the tenancy once he reaches the top. This will need to be discussed further at a future meeting.

Due to a mix up in dates there have been two Annual General Meetings, there are now 5 new committee members giving a total of 7. There has been some unhappiness regarding the deposit scheme. One tenant has taken on a plot which has some rubbish on it. He is not willing to clear the rubbish himself but does not want to lose his deposit. It was suggested that the council could pay for a skip to put the rubbish in however other tenants were not happy to pay for a skip which they are not going to use.

The road down to the allotments has a lot of loose gravel and due to vehicles wheel spinning when going up the hill it has caused several holes in the surface which many tenants are unhappy about various options were discussed however it would likely be expensive to repair/resurface the road. Tenants queried if the allotments had a separate bank account where the rent and deposits were kept separate to council money. This does not currently happen and it is not believed that this is kept separately in many councils however this will be looked into. One tenant has asked about receipts for the deposit and allotment bond, receipts can be provided however often payments are posted through and the council does not intend to chase tenants to provide receipts.

It was agreed that there will be four meetings and two inspections per year.

There is a small area at the bottom of the allotments which is unusable as an allotment which the tenant for the field has asked to use for storage of haybales. This land has concrete under the shallow soil and so cannot be used as an allotment.

## 11. Decision Items

### a) Black Hill Incidents

There has been an incident where people have been accosted by a naked lady, members of the public want to save back lane. The Police do patrol the area and any concerns should be reported. It was suggested that it may be on benefit for the police to be more of a noticeable presence in the area.

**RESOLVED: Awareness will be raised by posting information on the council's website and Facebook pages that people should be wary of the area and to report any incidents. The Clerk will write to the police and PCSO thanking them for patrolling the area and requesting visits continue.**

### b) Church Path

A member of the public has enquired whether the status of the Church Path has changed as there has been sightings of bikes on the footpath which does have a sign stating it is not a cycleway or bridleway. It was discussed that the path is quite narrow in places so would not be suitable for horses as there would be no passing room if meeting a walker coming the opposite direction. The path also runs near the school and is used by children so it would be beneficial to keep the path clean. The bikers using the path are often courteous enough to dismount when approaching the narrow end of the path to avoid any potential issues with pedestrians.

**RESOLVED: The status of the path has not changed and the restrictions still hold. The Council does not feel it would be appropriate to changing the status as the path is too narrow for horses.**

### c) Telephone Kiosk

Several companies were asked for quotes for sand blasting the telephone kiosk however none seem willing to undertake this job due to the intricate nature of the work involved.

A local business has come back with a quote for the Perspex glass of £468 including VAT which is too much to expect an individual to undertake, he is still willing to undertake the work to install if the council will cover the cost.

The Scouts have offered to paint the kiosk if the council will cover the cost of paint. It was suggested that the Princes Trust may be able to get volunteers to rub the kiosk down. Several Council members offered to volunteer their time to assist in rubbing the kiosk down with wire brushes ready for painting, this will be reviewed before the next meeting.

**RESOLVED: The Council is happy to cover the cost of the Perspex glass and paint. Further investigations will be made with regard to rubbing down the kiosk for repainting.**

### d) Playground Cargo/climbing net

Several quotes have been received from Sutcliffe Play £582 for the net including carriage. They advised some accessory pieces will be needed for installation which gave a total of £781. They will come back to us with further information regarding how much it would cost for someone to install the new net.

Lets Play Everywhere have assessed the work needing to be done in person and have provided a quote for the net as £926 + £270 to install giving a total including VAT of £1435.44.

Play Sound has provided a quote of £695 to supply and install a new cargo net they also offered a quote of £485 for the net + £80 delivery if we were to install the net ourselves.

The net we currently have is made of steel cables with a rope like finish overtop. Further details of the type of net offered by these companies is needed. Sutcliffe

Play has not provided a quote for installation yet but will provide one once this is available.

**RESOLVED: The current net will be investigated further with a view to the council installing the new net themselves. It was decided the net from Sutcliffe play would likely be most appropriate as this is the company that manufactured the original play equipment and the quality can be ensured.**

**Further thanks to Councillor Anderson as a handle had been detached from one of the exercise machines, he has located the handle and repaired the machine.**

**e) Christmas Meal – Wednesday 1<sup>st</sup> December**

Tickets have been selling very well as out of the 40 tickets allocated to Read there are currently only 3 left. These have been advertised in the newsletter, on the website and Facebook.

There has been interest in there being a council Christmas/new year's meal in January. Simonstone has been planning one and it was hoped that Read Council could join this.

**RESOLVED: the matter will be reviewed after the event with regards to how successful the event is and if it should be repeated next year or if larger numbers should be included. The matter of a Christmas meal will be raised with Simonstone Council**

**f) Christmas Tree - Friday 3<sup>rd</sup> December**

The children from the school are not allowed to come into the Village hall to sing, they will be able to sing by the tree instead. With parental consent the children will be allowed to attend the village hall afterwards for refreshments.

**RESOLVED: Refreshments will be served at the village hall after.**

**g) Newsletter**

650 copies have been printed and the majority have been distributed. Thanks to all who helped deliver as they arrived on the Monday and had been distributed by the Wednesday.

**h) Parish Council Meeting dates for 2022**

Councillor Hanson has asked for meetings to be held on Tuesdays or the 1<sup>st</sup>, 3<sup>rd</sup> or 4<sup>th</sup> Wednesday of the month. The Village hall is unavailable on Tuesdays as occupied by another group.

**RESOLVED: Dates will be checked with the Village hall for booking but it was decided that the 1<sup>st</sup> Wednesday of the month should be trialled for the next year.**

**i) Thermal camera/Wildlife Cameras**

The environmental Group has asked for a donation towards cameras to check for thermal leaks showing heat loss from homes and wildlife cameras to help educate children and locals about wildlife in the area.

**RESOLVED: It was decided to make a donation of £150 towards the cameras.**

**j) Dementia Singing Group**

This would be a singing group to help bring the community together, the group is not exclusive to those with dementia, carers and others from the community could also attend.

**RESOLVED: It is hoped that the Singing group will begin in the new year taking place once monthly.**

**k) Clerks Training – Financial Introduction to Local Council Administration**

The Clerk has put forward a training course she would like to attend to broaden her understanding of the financial side of the clerical role. The Course is online and

flexible and costs £120+VAT

**RESOLVED: The Council will fund the training course.**

**l) Platinum Jubilee Beacons/Bonfires**

Due to Read's location it was not felt that beacons/bonfires would be appropriate. Trees and picnic benches were decided to be more appropriate. The Trees could be placed at Church Street Garden. The grant of £500 was further discussed which could fund picnic benches/trees. It was suggested a party could be held for the occasion.

**m) Ribble Valley Rural Taskforce**

A letter was read out from the Rural taskforce introducing themselves and their focus which is specific to the crime that effects rural communities. It was discussed that this could be of assistance regarding the Black Hill Incidents discussed earlier in the meeting.

**RESOLVED: an Email will be sent to the taskforce asking for assistance surrounding the Black Hill incidents**

**n) Village Hall Lighting and Sound System.**

A generous donation has been made from a local businessman to donate a sound system to the Village Hall.

The lighting is still in need of attention as a projector and screen is requested and updated more economical lighting in the rooms will also be necessary.

**RESOLVED: The matter will be discussed by the Village Hall Trustees and once a quote has been attained the Council is likely to make a donation.**

**o) Defibrillators**

A recent incident at the Village Hall Cafe has highlighted that it may be necessary for there to be a defibrillator placed inside the village hall as the closest one is down the road at the Conservative club.

**RESOLVED: The matter will be discussed by the Village Hall Trustees and once a quote has been attained the Council is likely to make a donation.**

**p) Councillor Safety**

It was discussed that it would be safer for councillors to have addresses removed from the notice boards and website, telephone numbers and email addresses would still be provided.

**RESOLVED: The addresses of councillors will be removed from notice boards and the website as a safety precaution**

**q) Code of Conduct**

Councillors Hacking and McKelvey attended the Code of Conduct training along with the clerk. Once the guidance has been provided it will be circulated electronically and one hard copy will be kept for reference.

**r) Read Motor Bodies**

Since the inspection, the land has been flattened by pushing the brambles etc. to the side. The car park by the playground and local roads are still being utilised by the business. This is contrary to what was discussed previously as he has stated that the land would be sufficient to hold all the cars in for work.

**RESOLVED: Read motor bodies will be contacted to praise the progress made in clearing the land and to ask that the land is utilised fully as discussed as cars are still noted to be parked on the car park and on the surrounding roads.**

**12. Correspondence** – A Letter was received from Lancashire County Council following contacting them regarding speeding on George Lane. They have raised an order to install a 20mph roundel road marking on this road as soon as practical.

**13. Planning Applications/Decisions/Enforcements – There was one planning applications received since the time of the last minutes, as follows:**

**Application 3/2021/1074 - 8 Hammond Drive, Read BB12 7RE**

The application is for a proposed bedroom extension, in addition to previously approved application 3/2021/0428.

*Read Parish Council Planning Committee*

**No objections to this application.**

**15. Finance & Accounts:**

A query was raised regarding PAYE as another council has had issues with this and how they have paid their clerk. It was confirmed that a payroll company is used to ensure everythis is handled correctly and HMRC are informed accordingly.

**a) Payments**

21/10/21	Residents Christmas Meal Deposit – Higher Trapp	£320.00
25/10/21	Audit – PKF Littlejohn	£240.00
25/10/21	D Hacking Expenses – Celebration Sunday	£110.25
25/10/21	A Collinson Wage – October	£256.00

**b) Income**

21/10/21	Allotment rent	£36.00
21/10/21	Allotment rent	£18.00
21/10/21	Allotment rent	£18.00
22/10/21	Allotment rent	£18.00
22/10/21	Allotment rent	£24.00
22/10/21	Allotment rent	£36.00
22/10/21	Allotment rent	£18.00
25/10/21	Allotment rent	£18.00
25/10/21	Allotment rent	£18.00
25/10/21	Allotment rent	£36.00
25/10/21	Allotment rent	£36.00
25/10/21	Allotment rent	£72.00
25/10/21	Simonstone Celebration Sunday contribution	£65.00
26/10/21	Allotment rent	£36.00
26/10/21	Allotment rent	£48.00
27/10/21	Allotment rent	£18.00
28/10/21	Allotment rent	£24.00

**c) Bank reconciliation as at 31<sup>st</sup> October 2021**

<b>Opening Balances 01.11.21</b>			
Community Account	£7,022.35		
Business Saver Account	£9,580.72		£16,603.07
Add: Receipts			£12,432.00
Less: Payments			£8,142.04

Balance			<b>£20,893.03</b>
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**15. Items for the next agenda**

- **Telephone Kiosk**
- **Playground Cargo Net**
- **Dementia Singing Group**
- **Platinum Jubilee**
- **Christmas Meal & Tree events**
- **Village Hall Lighting**
- **Defibrillator**
- **Allotments – responsibility for the fencing between the allotments and the field**
- **Allotments – should plots be able to be passed on to family members**
- **Read Motor Bodies**

**Special thanks are given to councillors who often do extra work within the community.**

**The meeting ended at 9.05 pm.**