

READ PARISH COUNCIL

04/01/2023

A meeting of the Parish Council was held at **Read & Simonstone Village Hall, 6 East View, Read, BB12 7PS on Wednesday 4th January 2023 at 7.00p.m.**

Present: Chairman: Councillor Hacking
Councillors: Anderson, Barker, Greenhough, Hanson, McKelvey, Pollard.

In attendance: April Collinson (Clerk)

3 members of the public attended.

1. Apologies for absence – Councillors Bennett had sent their apologies for their absence.

2. Declarations of Councillors' Interest and dispensations

2.1 To receive declarations of interest from Councillors on items on the agenda.

- Councillor Hanson declared an interest in item 13.planning Application No. 3/2022/1129 Bridge Hey Wood Caravan Park, Dunkirk Farm, Read BB12 7RR

- Councillor McKelvey declared an interest in item 11.O) as a Village Hall trustee

- For clarity Councillor Pollard declared an interest as the secretary of Martholme Greenway

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 2nd November 2022 – approved

4. Matters arising from the above minutes not on the agenda –

02.11.22 11b) Information about how to designate a "Quiet Lane" and assessment criteria has been requested from Lancashire County Council.

05/10/2022 12.) Councillors discussed the Grit bin which had been moved by a resident to Church Street Gardens. Lancashire County Council had been followed up regarding this and had advised that a new grit bin will be installed on St. Johns Close where it had been removed from no date could be provided for when this would take place. Councillors discussed if the now extra grit bin could be utilised elsewhere in the village.

5. Public participation – none.

6. Borough Councillor's Report – none.

7. Clerk's Report – The following local crime statistics had been received from the PCSO for November 2022;

1 x Assault

1 x Theft

1 x Nuisance

2 x Road Related Offences

8. Reports from external meetings – none.

9. Playground:

a) To receive the playground inspection report – the playground was inspected and appeared in good condition. During winter months the playground is inspected less regularly as it is expected to receive less use.

b) Repairs and maintenance – The cargo net has been received and installed with help from Councillor Anderson, the net itself cost £1,077.71 and professional installation would have cost in the region of £1,000 extra, it is hoped that a grant will be able to cover

some of the costs incurred. The repairs have been made to the wobble board, 2 benches, gate and bird spikes.

10. Allotment Management Committee report – There are currently 12 people on the waiting list for an allotment, there are still some payments of allotment rent which have not been received. Rent was due on 1st November. Councillors agreed that a final chase for payments would be sent out advising that if payment was not received within 14 days then the allotment would be re-let.

11. Decision Items

a) Litter Bin on Whalley Road

A new larger freestanding bin has been installed on Whalley Road following Councillors Hacking's efforts. The previous bin which was smaller often overflowed with rubbish, now that littler bins can also take dog waste it is considered that the larger bin will be far more convenient. A secondary bin has also been installed on the opposite side of Whalley Road. It is currently unclear if the Parish Council will be charged for the new larger bin and emptying or if this has been changed due to the review of litter bins.

b) Grit Bin on St Johns close

The work request was submitted to Lancashire County Council in September and has been chased up several times. Councillors discussed if the grit bin what had been moved away from it's original site could be utilised elsewhere in the village.

c) Road Safety Committee

Simonstone Parish Council had held a meeting with County Councillor Ged Mirfin. It had been suggested that a working group is set up to help tackle issues and propose questions to the county council about local issues as well as working towards finding solutions in both the short term and going forward. Councillors discussed who would be best suited to join the collaborative group as well as whether some councillors outside interests may interfere in their participation in the group.

RESOLVED: The clerk will seek clarity on whether councillors outside interests should exclude them from the work group and report back.

d) Clerk's back pay

NALC has issued new pay scales for clerks which includes a provision for back pay at the new rate dated to April 2022, upon further investigation previous to this further updated pay scales had been issued in March 2022 meaning the clerk has been underpaid. The clerk asked for any back pay to be split into approx £50/month.

RESOLVED: The council agreed the back pay would be paid at a rate of £50 per month.

e) Clerk's completed online training

The clerk shared news that she has recently completed her FILCA (Financial Introduction to Local Council Administration) course online, the course had 5 modules which each had an assessment;

- Roles and Responsibilities
- Budget and Precept
- Systems and Procedures
- Internal Control and VAT
- External Audit & the Year End

f) Obstruction by signs outside Pendle Hill Properties

A resident had raised concerns about the advertising boards outside the local estate agents that these were causing a hazard on the footpath. Councillors discussed the

matter and elected to discuss this with the business.

RESOLVED: Councillor Hacking will visit the business to discuss the concerns.

g) Seniors Christmas Party

The seniors Christmas party took place and feedback shows that it was enjoyed by all who attended, the attendees got to enjoy good food, entertainment and a raffle.

h) Tree switch on/ children of Read School Singing

the Tree Switch on event was successful, the children of Read School attended and sang at the event, refreshments were served afterwards in the Village Hall, Councillors discussed making a donation to Read School as thanks for their assistance in the event.

RESOLVED: Councillors agreed to donate £100 to the school.

i) Cargo net Grant

The replacement cargo net has been received and installed on the playground. The required paperwork to accompany the grant application has been submitted and it is hoped a response will be received soon.

j) Mr Summersgill Legacy

A cheque for £45,000.00 has been received and banked, councillors discussed moving this to a new account with higher interest while it is decided what this shall be used for. Councillors discussed a Skipton Building Society account which offers 1.9% interest. The account discussed can have two to four signatories to access the account.

RESOLVED: Councillors decided that Councillors Marie Hacking and Sally McKelvey should be the named signatories.

k) Telephone Kiosk

The clerk had contacted BT about the disconnection of the telephone Kiosk shortly before the originally quoted 16 weeks however no date for disconnection had been set at this point.

RESOLVED: The clerk will continue to periodically chase the disconnection up with BT

l) Parish Plan

Councillors Hacking, Greenhough and McKelvey are working to draft a questionnaire for the Parish Plan.

m) Read Motor Bodies

The Clerk had contacted the Solicitors to ask why the lease has taken so long to be drawn, the following response was received and read to the meeting;

There have been delays at each stage of this job, but embarrassingly I must hold my hand up and confess that the reason for the majority of the holdup has been down to me not chasing the job as quickly as I should have done at each stage. There is no one reason, other than the level of workload we have had this last year.

I am acutely aware of how unprofessional this appears, and had hoped to simply not charge a fee on this occasion, once I got the lease signed up.

The current situation is that I spoke with the Ledgers just before Christmas and they agreed to sign the lease. I am to serve them with the required 14 day notice once we are back to work (next week), with a view to the lease actually starting on the 1st February. If need be I am to bob over and obtain the required signature. I will also send the copy lease over to you for signature, which I can then send to the Ledgers for their files.

As I say, I am very embarrassed and sorry about the length of time this has taken, but hope to have the lease signed up very shortly.

- Richard Pallister

Councillors discussed that the lease has taken over a year to be drafted and is still not complete. Little progress has been made regarding clearing and tidying the site, the Council was told a skip was to be ordered to clear any rubbish which has not taken place and the land is not used efficiently as discussed with the tenant. Local residents have enquired about using the land for planting trees, Councillors also discussed that the land could be used to extend the car park and that other local businesses have shown an interest in the land.

RESOLVED: *It is hoped that the lease will soon be renewed for the one year period, if the current tenant does not fulfil the promises previously made to the council it is unlikely the council will look favourably at re-letting the land to them.*

n) Councillors Attendance

The attendance of Councillors at meetings over the last 12 months [10 meetings] was reviewed and discussed. The Chair made comments that overall attendance has been very good, it was noted that other life events and commitments can at times conflict with meeting times however we are proud that the majority of Councillors still manage to have over 50% attendance rate.

RESOLVED: *It was noted that compared to other councillors, one councillor's attendance was considerably lower, the clerk will contact them regarding this.*

o) Village Hall Planning application

Councillors discussed that the gate was to be moved along with some other modifications following the submission of the retrospective planning permission. Councillors discussed that the application is in the interests of the village in general as it will help improve the Village hall and allow it to be used for more events. Some residents had asked whether parking for residents would be permitted on the site however as the site is gated this is unlikely, it was discussed that residents of East View actually benefit from parking due to the Village Hall placement as if this were replaced by houses there would be greater competition for parking space. A dropped kerb will be applied for once the gate has been re-situated.

12. Correspondence - none

13. Planning Applications/Decisions/Enforcements – There was one planning application received since the time of the last minutes;

Before discussion of the planning application took place Councillor Hanson excused himself from the meeting due to having an interest in this item.

Planning Application No. 3/2022/1129 Bridge Hey Wood Caravan Park, Dunkirk Farm, Read BB12 7RR

The application is for retrospective change of use with minor engineering works and associated landscaping works for the reuse of the former railway embankment and track bed to form an informal recreational amenity area in association with the adjacent holiday park.

In relation to the above planning application the following comments were made;

1. In the planning application it is stated that no trees were on the site however it appears multiple mature (70-80yrs+) trees have been removed from the site.

2. The removed woodland formed part of a natural ecosystem with a wealth of biodiversity and wildlife which has seen major impact from the development.

3. The Ditch and Bund formed block access to the Viaduct which is necessary for Railway Paths to perform maintenance on the Viaduct and ensure safety. This provides no additional protection from trespass as there is already a large metal fence in place. This right of access is noted on the land registry documentation (dated 12.10.1979). The ditch also holds potential to cause damage to the viaduct itself.

4. In the Ribble Valley's Local Plan (7.6.6) it is stated that "The site should blend into the landscape and be capable of being screened from both local and more distant viewpoints" and "Advantage should be taken of minor variations in topography and existing natural features, such as trees and hedgerows, should be used to sub-divide or screen the site. Particular importance will be given to the protection of views from footpaths and high level roads. The internal layout of the site should take advantage of natural features and be supplemented when necessary by further landscaping and new tree planting. This will both help to absorb the site into the landscape and create a pleasant internal appearance. Planning permission should therefore not be granted if a site presents an unacceptable intrusion into the landscape and cannot be satisfactorily screened from local and high viewpoints." The removal of healthy mature trees is contrary to this.

5. The planning documents note a footpath which travels under the Viaduct, this is not a footpath owned by the Caravan Park and actually belongs to Railway Paths

Once discussions about the planning application had finished Councillor Hanson was retrieved and returned to the meeting.

14. Finance & Accounts:

a) Payments

02/11/2022	Celebration Sunday school art prize (100601)	£50.00
10/11/2022	Higher Trapp Seniors Xmas Party (100602)	£454.00
24/11/2022	DM Payroll Services (Oct 22 – Mar 23)	£60.00
24/11/2022	Water Plus	£63.09
24/11/2022	Clerks Wage (November)	£266.25
24/11/2022	Bus Stop Cleaning	£40.00
05/12/2022	Donation to Poppy Appeal	£25.00
08/12/2022	Solicitors fee (field rent)	£86.40
12/12/2022	Seniors Xmas party raffle prizes	£11.09
12/12/2022	Village Hall Hire (Xmas tree switch on event)	£40.00
12/12/2022	Xmas tree switch on event consumables	£55.38
12/12/2022	Clerks Wage (December)	£346.00
12/12/2022	Picture framing (Celeb. Sun. art competition)	£35.00
28/12/2022	Boundary Hedge Cutting	£54.00

b) Income

31/10/2022	Allotment Rent 1B	£18.00
01/11/2022	Allotment Rent 20A	£16.00
01/11/2022	Allotment Rent 13	£72.00
01/11/2022	Allotment Rent 12C	£18.00
01/11/2022	Allotment Rent 8B	£24.00

01/11/2022	Allotment Rent 7A	£24.00
01/11/2022	Allotment Rent 10C	£48.00
03/11/2022	Allotment Rent (Cash)	£84.00
03/11/2022	Summersgill Estate partial payment	£45,000.00
07/11/2022	Allotment Rent 18C	£18.00
14/11/2022	Allotment Rent 15A &15B	£36.00
14/11/2022	Allotment Rent	£18.00
15/11/2022	Allotment Rent 8A	£24.00
15/11/2022	Allotment Rent 2A	£36.00
17/11/2022	Allotment Rent & Deposit 18B	£68.00
18/11/2022	Allotment Rent & Deposit 18A	£68.00
05/12/2022	Interest	£9.04
08/12/2022	Field rent	£720.00

A cheque was requested as payment to Duncan Armstrong in the sum of £150.00 for his work providing the fingerpost positioned on the island at the junction of Turner Fold and Straits Lane, an invoice will be requested for this.

c) Bank reconciliation as at 28 December 2022

Balances			
Community Account	£12,557.47		
Business Saver Account	£54,593.91		£67,151.38
Add: Receipts			£63,920.17
Less: Payments			£9,684.98
Balance			£121,386.57

15. Items for the next agenda

- **Tennis Club Defibrillator**
- **Read Motor Bodies Lease**
- **Telephone Kiosk**
- **Road Safety**
- **Parish Plan**

The meeting ended at 8.15 pm.

The Next Meeting will take place on 1st February 2023.