

**Briercliffe with Extwistle Parish Council**

**Thursday 10th October 2024 7.30pm**

**Present:** Councillors Gordon Lishman, (Chair),Pippa Lishman, John Marlow, Michael McFarlane.

**In Attendance:** County Councillor C Towneley, R Greenwood (Temp Clerk), 1 member of the public.

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| The Chair, Councillor Gordon Lishman opened the Meeting and welcomed all to the meeting.  |
|  | **Actions by Clerk** | **Cllr Support** |
| **23/24/192 Announcements** |
| The Chair informed the meeting that it would be recorded for training and monitoring purposes and to ensure the accuracy of the minutes. |  |  |
| **23/24/193 Apologies for absence** |
| Apologies for absence were received and accepted from Councillors Libby Lalor and Mick Greenwood. |  |  |
| **23/24/194 Disclosable Pecuniary Interest** |
| Cllr Pippa Lishman declared a non-pecuniary interest in the Blooming Briercliffe item. |  |  |
| **23/24/195 Minutes of the last meeting**  |
| The minutes of the meeting were accepted as a true record.  |  |  |
| **23/24/196 Matters outstanding from the minutes** |  |  |
| Calico has acknowledged the email sent by the temp Clerk. This issue continues to concern residents in Royal Court and surrounding area. |  |  |
| **23/24/197 Sale of Community Centre Land.**  |
| Cllr Gordon Lishman gave a report following BAAS Ltd buying the Community Centre Land. The temp Clerk has written to BAAS, proposing a meeting. Cllr G Lishman has taken legal advice and has had confirmation that the Community Centre is subject to the Landlord and Tenancy Act 1954 and that the Parish Council’s position as sitting tenants is secure for 15 years. A formal agreement between the Parish Council and BAAS will be sought. Borough Cllr Anne Kelly will keep the Community Association Committee appraised. It was noted that Cllr Kelly and Cllr Roger Frost are the only Trustees of the charity.  | RG | GL, MM |
| **23/24/198 Planning Working Group** |
| 23/0809/FULL Rockwood Wedding Venue, the Parish Council has received notification that Rockwood are appealing the planning decision. Pendle Borough Council is asking for residents’ comments. *It was resolved that the Parish Council will ask for Burnley Borough Council to reiterate the previous comments and objections and submit its own objections.***BESS** – there is a drop in session at Hill Lane Baptist Church on 11.10.24. a formal application has not yet been submitted. The Leader of the Borough Council and Chief Executive of Burnley Council have visited the site and been appraised of concerns. The Parish Council will respond to the application when submitted.**Standen Hall:** Building work on the new development has begun and there have been some problems. A resident’s vehicle has been damaged by a passing lorry and traffic lights were sited at the end of a resident’s drive preventing them exiting their driveway. Borough Cllr Maggie Lishman is leading on issues with the builders, McDermott Homes. She has requested they liaise with either a residents group or with residents via social media – this has not been taken up. Tenders have been requested by McDermott Homes for work to change the water flow. The gully is the responsibility of the riparian homeowners but McDermott is undertaking this work which should be of considerable benefit for residents of Rockwood Close and Oaken Bank, who have suffered from flooding. | RGRG | RF, GLRF, GL |
| **23/24/0199 Communication Working Group** |
| The Christmas Newsletter will be approved at the November meeting. Anyone with news items is asked to email them to the Parish Council. The Communications Working Group will look to have auto replies on the emails. Sharepoint, the Parish Council is looking to develop a sharepoint site for documents pertaining to the Parish Council and for archiving.  | RG | PLPL |
| **23/24/0200Contractor Working Group** |
| * The Interim Lengthsman has completed the last grass cut dependent on the weather.
* The Bowling Green – internal fences have been removed. The work to replace the tarmac will be completed by Remembrance Sunday.
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| **23/24/0201 Allotment and Garage Working Group** |
| 11 are on the waiting list for allotments1 is on the waiting list for Turning Circle Garages. * There has been a meeting with the Allotment Society who wish to pass the starter plot management back to the Parish Council. They will keep the Sunday hut and social events.
* There are two debtors for 23/24 allotments. These are no longer tenants. Cllr P Lishman proposed that the total debt of £68.08 be written off. Seconded by Cllr J Marlow. *It was resolved that the total debt of £68.08 be written off.*
* There are two non payers for garden extensions, totaling £45.08 – discussions continue with tenants.
* There has been a site inspection: 6 tenants have been asked to improve their plots. The temp Clerk is to write/email the tenants.
* There has been a skip day; the skips were filled by the end of the day and removed. There is not to be another skip day paid for by the Parish Council in the current year.
* There have been 12 break-ins on the allotments with damage caused or items taken. Most have now been returned, the Police are aware. Allotment tenants are being asked to keep the main gate closed at all times as an extra security measure.
* There will be a tenant bonfire BBQ on Friday 8th November. Cllr J Marlow requested that donations were taken to help support allotment finances. A notice will be made stating “donations welcome”.
* Allotment and Garage Policy – this is woefully out of date. The policy is under review. It is requested that all members review prior to the next meeting.

It was agreed **to re-establish the Allotments Committee** in line with the current Policy.  It will continue to have **delegated authority**: to agree Policies and Procedures, to take decisions on the current and future use of Allotments, Garages and Council Owned land; to propose charges and rents, subject to agreement by the full Council; set a budget for maintenance; approve expenditure, maintenance work, improvements, property and equipment within the set budget; and deal with stage 1 complaints (within the Committee’s remit).* **Committee membership** to comprise3 /4 Parish Councillors (including current Lead Cllrs). It was agreed that Cllrs P Lishman, M Greenwood and J Marlow will sit on the Allotment Committee and one more member will be requested. In addition, all existing tenants will be invited to express interest in becoming a non-voting member subject to commitment to a 2 year membership of the Committee with normally an 80% attendance at meetings, and signing a Code of Conduct. There is no maximum number of tenant representatives, who will be appointed by the members of the Allotments Committee, subject to approval by the full Council.
* The Committee will hold meetings in public, normally monthly and at least a week prior to full Council meetings, and will provide minutes of meetings to the full Council.
* Core agenda will include Allotments Society report; waiting list; vacant plots; new tenants; paths/fences; garages; inspections; finance; maintenance; and garden extensions.

It was agreed that the Committee will review the current policy, (noting that it is 3 years late for review); review rent levels before the 2025 budget is agreed; and review all associated paperwork.**A Halloween window / garden competition** is to be held on the 31st October 2024. Cllr J Marlow has donated the prize for the winner. Each window / garden will receive a certificate for entering. Posters will be on social media, the website and in local shops. There is to be a **Halloween Party** on Sunday 27th October at the Community Centre between 4pm and 6pm. A budget request of £100 was proposed by Cllr P Lishman and seconded by Cllr J Marlow. All in favour. **Remembrance Sunday** at the War Memorial will take place on Sunday 10th November. 10am at Haggate Baptist Church and 11am at the Bowling Green. There will be boards on the green and Joe Green is to provide the speaker hire. Cllr R Frost to order the Wreaths. * **Christmas Lights:** there are different options for the Christmas Lights, it was resolved that the lights would be switched on the same day as Burnley Borough Council switch on their lights but no event marking the switch on.

**Christmas Parcels**: a donation request letter is to be sent out to all local businesses requesting donations in cash or kind towards the Christmas Parcels given to residents aged 80 years or over. The Clerk to send out letters | RGRGRGRGRGRG |  AllPLCtteeMG, PLMG. PLRFMG |
| **23/24/0202 Project Working Group** |
| **Remembrance Sunday** at the War Memorial will take place on Sunday 10th November. 10am at Haggate Baptist Church and 11am at the Bowling Green. There will be boards on the green and Joe Green is to provide the speaker hire. Cllr R Frost to order the Wreaths. * **Christmas Lights:** there are different options for the Christmas Lights, it was resolved that the lights would be switched on the same day as Burnley Borough Council switch on their lights but no event marking the switch on. This will be the 17th/18th November.

**Christmas Parcels**: a donation request letter is to be sent out to all local businesses requesting donations in cash or kind towards the Christmas Parcels given to residents aged 80 years or over. The Clerk to send out letters.  | RGRG | MG, PLRFMG |
| **23/24/0203 Policies Working Group** |
| * The review of the Freedom of Information policy is under review.
* The Clerk to look at NALC’s bio diversity policy for the Council’s consideration
 | RG | MM |
| **23/24/0204 Employment Working Group** |
| Employment Group is to be added to meeting agenda. The temp Clerk has had an Employment Appraisal, some training was identified for the future but the Employment Group are satisfied with her work and thanked her. | RG |  |
| **23/24/0205 Formally Adjourned for Public Participation** |
| C. Cllr Towneley observed that the time was now 9pm and that this might be a long time for members of the public waiting to speak. Cllrs G Lishman and McFarlane have considered whether Working Group reports should be taken before questions as questions were sometimes answered. If there were a pressing issue, this could be and has been addressed under Matters Outstanding . The Council agreed to continue current practice.There is to be a change in the wording for Public Questions on the agenda.Blooming Briercliffe – a request has been received from Blooming Briercliffe to create a rockery on the Duke Street Memorial Garden site. Cllr P Lishman declared an interest. The Parish Council were pleased to accept this on Parish Council lands. There has been a complaint received regarding the overgrown hedge on North St / Burnley Road. The Clerk to write to the homeowner and also LCC Highways as this hedge affects the line of sight for motorists exiting the road. A complaint has been received regarding a broken and full wheelie bin that is blocking the footpath on Burnley Road. The Clerk to write to Burnley Borough Council, copied to Cllr Anne Kelly.  | RGRGRG | GL, MM |
| **23/24/0206 County Councillor Verbal Report** |
| Cockden Road Closure - Todmorden Road will be closed for a further three months. The weather is affecting works and LCC Highways needs to source money for these repairs. The road was shut as it was in a dangerous condition. C. Cllr Towneley was reassured to note that as yet there have been no formal complaints about the closure while acknowledging the inconvenience for those living/commuting in the area. Traffic Wardens have been in the area tackling parking on double yellow lines. It was requested that C. Cllr Towneley ask the Traffic Wardens to attend at school times as Cllr Anne Kelly has also done.**Police Vehicle:** C. Cllr Towneley asked about the proposed Police Vehicle. Worsthorne Parish Council are potentially in agreement but she has not heard from Hapton Parish Council. The Chair asked that the Parish Council should receive a clear proposal about the initiative and the Council’s proposed role and responsibilityThe Chair thanked C. Cllr Towneley for her report.  | RG | MG |
| **23/24/0207 Borough Council Report** |
| The Borough Councillors’ report is appended below.  |  |  |
| **23/24/0208 Police Report** |  |  |
| The Police report is appended below.  |  |  |
| **23/24/0209 Agreed Formally to reconvene the Parish Council meeting** |  |  |
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| **23/24/0210 Finance**  |
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| **Expenditure**  |  |  |  |  |  |  |  |
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| Allotments  | Affordable Skip Hire  | Cheque 1926 |  432.00  |  |
| Legal Fees | Croner |  |  | Cheque 1927 |  386.61  |  |
| Allotments  | Screwfix |  |  | Cheque 1928 |  41.20  |  |
| Community  | Community Centre |  | Cheque 1929 |  60.00  |  |
| Allotments  | Scribe accounts package | Cheque 1930 |  501.12  |  |
| Lengthsman | David Joss  |  | Cheque 1931 |  120.00  |  |
| Allotments  | Fuel for strimming |  | Cheque 1932 |  11.24  |  |
| Allotments  | Fuel for strimming |  | Cheque 1933 |  12.84  |  |
| Allotments  | water plus |  | Cheque 1934 |  311.50  |  |
| Office |  | Post office |  | Cheque 1935 |  13.60  |  |
| Legal Fees | Croner |  |  | Cheque 1936 |  386.61  |  |
| Lengthsman | David Joss  |  | Cheque 1937 |  120.00  |  |
| Easy Web |  | Website  |  |  |  |  |  58.08  |  |
|  |  |  |  |  |  |  |  |  2,454.80  |
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| Discussion took place regarding moving the Parish Council’s accounts online. Cllr G Lishman to contact Natwest regarding this. Discussion around increasing the spend budget for Croner from £5,000 to £5,500. Proposed by Cllr G Lishman and Seconded by Cllr P Lishman. All in favour. Councillors G Lishman and McFarlane and the temp Clerk will be meet to review the Council’s finances. Clerk to ascertain date.It was agreed that the Council should hold a strategy meeting with all Councillors before Budget Meetings, Clerk to ascertain date | RGRG | GLGL,MMAll |
| **23/24/0211 Correspondence** |  |  |
| A tenant has contacted regarding his Garden Extension land. A draft copy of the agreement has been received from the Solicitor. This appears not to have been approved with the Secretary of State. Cllr P Lishman will contact the Secretary of State and speak to NAS regarding the process. The Parish Council acknowledges this is a difficult position for the tenant who was unaware that the process has not been completed at the time of signing the documents; due to this any further costs will be paid by the Parish Council. John Halstead Charity: the Charity Commission has sought reassurance that the charity owned no land before processing the closure of the charity. A claim on behalf of S Watson has been received. the Parish Council does not dispute that this money is owed and overdue but has repeatedly requested the relevant paperwork pertaining to this to comply with financial and audit regulations. The Parish Council has until the 11th November to respond. Burnley Borough Council’s Monitoring Officer has written to the Parish Council. There was an investigation into allegations of misconduct. It was found that there was no case to answer in this matter.  | RG | PL |

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| November 7th 2024December 5th 2024January 16th 2025February 6th 2025March 6th 2025April 3rd 2025May 8th 2025 (Annual) |

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| **The meeting closed at 21.53hrs .**  |

**Borough Councillors’ Report – October 2024**

**Briercliffe Energy Storage** This is the potential application (not yet submitted)to build an electricity storage centre on land off **Halifax Road past Holt Hill**. An action group is organising a drop-in session at Hill Lane Baptist Schoolroom from 7 - 9 p.m. on the evening of Friday 11 October. The consultation period lasts until August 23. **Residents can comment online at** [**www.tinyurl.com/brierclifeenergy**](http://www.tinyurl.com/brierclifeenergy)**.** At the Borough Councillors request, the consultation has been extended to cover the main road through **Harle Syke from Casterton Avenue** roundabout to the site, which is the route construction vehicles would take if the development got planning permission. The three councillors recently took the Leader and Chief Executive of Burnley Council to visit the site and explain our concerns and opposition.

It appears that the closure of Todmorden Road at Cockden Bridge will continue for at least another 3 months. **Councillor Anne Kelly** who has been raising the state of the road and asking for repairs for the last four years points out that the work could have been done much earlier and much better planned. **Councillor Maggie Lishman** has written to the Director of Highways asking if it is really the case that work cannot start until the next financial year from April 2025

Building at the **Standen Hall site** has started. **Cllr Maggie Lishman** has raised issues with McDermott Homes and with the Borough Council Planning Department, including about the siting of traffic lights which blocked a resident’s drive, the blocked footpath, and continuing traffic problems arising from deliveries to the site. Maggie has tried hard to persuade the developer to use social media to inform residents and to set up a Liaison Group to represent residents and keep them informed but has not got agreement. The Councillors are pleased about proposed work to reduce flooding from the existing stream which is good news for Rockwood Close and Oaken Bank residents. We understand that the tender for this work has now gone out. The site will include new sewers for waste surface water and will not use the existing stream route.

The developer has appealed against the decision to refuse the application for planning permission for the proposed wedding venue at Rockwood just over the border in Nelson. **Cllr Gordon Lishman** reports that Pendle Borough Council will defend its decision. Residents can write to Pendle to express support for their decision and ask them to maintain their position strongly. We can also write directly to the Planning Inspectorate in Bristol. Residents in the immediate area should have had a letter from the Inspectorate asking for input.

**Councillor Maggie Lishman** has again met a representative from **Lancashire County Council Highways** Department and discussed the poor state of the roads and asked for repairs and renewed white lines.

**Councillor Anne Kelly** has reported several cases of fly-tipping, which have been promptly cleared by the Council’s Streetscene.

**Police Report**

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| BRIERCLIFFE AREA 2nd September – 4th October 2024 |
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| INCIDENTS REPORTED - 84 |
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| NO | TYPE OF INCIDENT | LOCATION | DETAILS |
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| 1 | Burglary  |  Granville Street  | Isolated incident where it is believed known people have taken items from within the address.  |
| 1 | Criminal damage |  Jubilee Street  |   Ground floor windows smashed on property. |
| 3 | Theft  |  Widow Hill Road Burnley Road Balderstone Lane | Offenders steal scrap metal from skips. Mobile phone either taken from pocket or phone drops out of pocket and offender picks it up and walks off.  Vehicle had booked an appointment to deposit of waste and tries to steal batteries as well from the tip. |
| 21 |  Vehicle crime Theft of vehicle |   Church Street Burnley Road Balderstones Lane  | Damage has occurred to a vehicle when taking a cover that hides the tow bar. Offender smashes window to gain access to the boot of vehicle and items taken. Offenders test drive a vehicle and falls to return it.  |
| 5 | Nuisance |  Balderstone Lane Halifax Road Parker Street Townley Street Briercliffe Road  |  People have entered the tip and made a mess causing general nuisance.Off road motor bikes causing a nuisance. Firework set off on the street.Vehicle being driven in a anti social manner.Group of people looking like they were about to fight.  |
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| Many thanks Jody Hudson PCSO 7738. |
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