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**Briercliffe with Extwistle Parish Council**

**Thursday 10th July 2025 at 5pm at Briercliffe Community Centre.**

**Present:** Councillors, Gordon Lishman, Pippa Lishman, Roger Frost, Michael Greenwood, Carrie Halstead

**In Attendance:** C. Cllr Mark Poulton, one member of the public. PCSO Hudson, R Greenwood (Clerk)

| The Vice Chair, Councillor Pippa Lishman opened and welcomed all to the meeting. | | | |
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|  | **Actions by Clerk** | **Cllr Support** | |
| **24/25/0364 Apologies for absence** | | | |
| Apologies were received and accepted from Councillor McFarlane |  |  | |
| **24/25/0365 Disclosable Pecuniary Interest** | | | |
| Cllr Roger Frost declared an interest in Planning and the allotment deposit refund payment. |  |  | |
| **24/25/0366 Minutes of the last Parish Council Meeting.** |  |  | |
| The minutes of the meeting held 5th June 2025 were accepted and signed as a true record. |  |  | |
| **24/25/0367 Matters outstanding from the previous Minutes** | | | |
| There were no matters outstanding. |  | |  |
| **24/25/0368 Planning Working Group** |  | |  |
| Proctor Cote Farm, IAG/2025/0412  This is an application for an agricultural building adjacent to a public footpath, concerns were raised that the building should not be served from a public footpath. Cllr Frost is to write to Planning.  Land between Hill Farm and Copucabana FUL/2025/0294  Cllr Frost has submitted objections as per the last meeting. 24/25/0342. There is concerns that two of the tree’s to be removed have TPO’s (Tree Preservation Orders). This information will be checked and concerns forwarded to planning accordingly.  Farm in the centre of Worsthorne.  Concerns have been raised regarding the building of 30 houses on agricultural land in Worsthorne, in particular the conversion of an agricultural barn into a house with the request to create a new agricultural barn. It is understood this is against planning rules. Briercliffe will email Worsthorne Parish Council as a courtesy.  Widdop Wind Farm application.  Calderdale Planning Department will not be managing this application instead it has been passed to the Secretary of State. Briercliffe Parish Council will be objecting to this application. Cllr Frost is to lead on this.  There were two applications received for Stirling Court, no objections were raised for either. |  | |  |
| **24/25/0369 Communication Working Group** |  | |  |
| Articles for the Summer newsletter need to be submitted for 14th July 2025  If anyone would like to submit an article please can they contact either Cllr Pippa Lishman or the clerk. |  | |  |
| **24/25/0370 Contractor Working Group** |  | |  |
| Following advertisement in the Spring Newsletter and on the notice boards, applications were received for the position of Lengthsman. Interviews took place in early July and the Parish Council would like to appoint Matt Burton to the position. Proposed PL Seconded RF – all in favour. **It was resolved to appoint Matt Burton as Parish Lengthsman** This will be subject to 3 and 6 month review. This will be a 3 year appointment. |  | |  |
| **24/25/0371 Allotment and Garage Working Group** |  | |  |
| 1. From Rent day - letters will be sent to allotments and garage holders whose rent is outstanding. 2. There was an allotment inspection in June, work from this is ongoing. 3. The waiting list for allotments is 8 waiting for gardens, 2 waiting for pens, 2 waiting for livery and one waiting for a garage. 4. Three new tenants have been allocated allotments. All paperwork has been completed. 5. One Council garage needs work on the flooring – it is unsuitable to rent out in its present stage. 6. Four new gates and one gate repair is needed for the allotments. The Lengthsman will be tasked with this. 7. The allotment notice board has been reinstalled near the Allotment Office. The volunteers were thanked for their work on this. 8. There is a request that the main gate to the allotment is kept closed at all times. “please close the gate” signs will be put in place. 9. The Allotment and Garages tenant Social BBQ is to be held on the 16th August 2025 |  | |  |
| **24/25/0372 Projects Working Group** |  | |  |
| Project Garages – one project under consideration is to tidy up the area around the garages. Targeting Harrison Street garages and the Turning Circle garages. Cllr Halstead will contact members of the public who might want to join in with this.  Project The Kings Orchard – the parish council was successful in its application. The Orchard will be for 24 fruit tree’s to be planted in August. The Chair is to sign the paperwork and Cllr Frost will link us with Tree’s for Burnley to work in partnership.  Project Garden Competition – this has gone live with posters on the website and will be on the notice boards. Volunteer judges are needed |  | |  |
| **24/25/0374 Policies Working Group** |  | |  |
| Nothing to update |  | |  |
| **24/25/0375 Staffing Working Group** |  | |  |
| The Clerk has been appointed to the parish council. A new contract of employment, terms and conditions of employment and job description has been accepted. The role will consist of Clerk, Responsible Finance Officer and Data Controller. The parish council will comply with regulations for pensions and will be using NEST.  **It was resolved that the circulated documents be accepted.** |  | |  |
| **Formally adjourn the meeting to allow for Public Participation** |  | |  |
| **24/25/0376 Police Written Report** |  | |  |
| The Police report is appendix below.   * The mobile Police Station was on Queen Street on the 10th July 2025, 14 members of the public attended the event. * The campaign to reduce speeding continues with the Police attending Lane Bottom and will be repeating this across the parish. The public are urged to report speeding with a VRN, time and location of the speeding on the Lancs Road Safety website. This enables the Police to track complaints and then task officers with attending. * Questions about the need for 20mph speed limits in the parish was discussed. |  | |  |
| **24/25/0377 Public Questions** |  | |  |
| A complaint was received regarding waste land on Milton Street with issues such as access to the storage facility, the state of the road and the untidiness of the area.  The parish council will look to see if the lenghtsman can be tasked with some of the issues but the land does not belong to the parish council. |  | |  |
| **24/25/0378 County Councillor Report.** |  | |  |
| Burnley Road will be subject to stop and go traffic measures from the 29th July to 4th August for works to be carried out.  Speeding, C. Cllr Poulton explained that Speeding is the biggest complaint he received. He thanked PCSO Hudson for attending Lane Bottom.  Todmorden Road – the road is in a poor state but does not meet the criteria for being repaired. The sight lines for the road are also compromised and the hedges need cutting back.  Bus Services are to be improved with more services to Burnley via the No 8 and the No 152 both getting extra buses.  Lighting Douglas Road, there is a conifer tree blocking the light from the street light. Calico has been contacted to prune back the conifer.  LCC’s AGM will take place on 17th July 2025, please contact C. Cllr Mark Poulton for further details. |  | |  |
| **24/25/0379 Borough Councillors Report** |  | |  |
| There have been fewer fly tipping incidents than usual, the vehicle responsible for the fly tipping on Walverden Road has been dealt with by Street Scene and seized and crushed after rubbish was traced back to it.  Walshaw Mill and the noise from Heasandford continues to be investigated.  Thursden Picnic Site – again rubbish is being dumped and also blowing out of the bins on the site. Questions were asked about if this area could be reduced and fenced to reduce how far the wind is distributing the rubbish.  Some good news shared is that there are 317 principle local authorities in England, Burnley has ranked second place and was the only district council nominated. |  | |  |
| **24/25/0380 Community Centre Report** |  | |  |
| The Community Centre report is tabled below. |  | |  |
| **24/25/0381 Briercliffe Memorial Green** |  | |  |
| From the meeting with Neil Jackson on the 24th June, Burnley Borough Council's tree officer the  recommendation are:-   1. For the removal of the twin stemmed Elm growing towards the road , this would be preferable to pruning due to the angle of which it is growing and the likelihood of this pruning needing to be done regularly. 2. The rest of the trees over the footpath and Highway (Ash & Sycamore) require crown raising to meet statutory requirements over both the footpath and Highway. 3. There is also an Ash tree towards the middle of the plantation that is in severe decline due to Ash Dieback, this would also require removal. 4. The Ash trees within the plantation should be monitored for Ash dieback going forward. |  | |  |
| **24/25/0382 Organisation reports.** |  | |  |
| Questions were asked about the recruitment of new members onto the parish council. Anyone wishing to join should contact the clerk. |  | |  |
| **Formally reconvene the Parish Council Meeting** |  | |  |
| **24/25/0382 Accounts for payment.** |  | |  |
| | **Expenditure** |  |  |  |  | | --- | --- | --- | --- | --- | |  |  |  |  |  | | David Joss |  | chq 2036 | £120.00 |  | | void |  | chq 2037 | £0.00 |  | | Ink for clerk |  | chq 2038 | £86.47 |  | | Holland House |  | chq 2039 | £180.72 |  | | Holland House |  | chq 2040 | £297.00 |  | | Croner |  | chq 2043 | £146.35 |  | | Croner |  | chq 2044 | £146.32 |  | | HMRC |  | chq 2045 | £63.80 |  | | Clerk cover |  | chq 2046 | £799.71 |  | | David Joss |  | chq 2047 | £120.00 |  | | B & Q |  | Chq 00122 |  | £13.94 | | NAS renewal |  | Chq 00123 |  | £84.00 | | Allotment to general a/c |  | Chq 00124 |  | £2,065.83 | | Allotment refund |  | Chq 00125 |  | £100.00 | |  |  |  |  |  | |  | |  |
| A cheque for the Ground Rent for the Community Centre building will be raised. Proposed GL and Seconded MG – all in favour.  The amount of £80 was approved for the Garden Competition. All in favour.  With reference to the outstanding payments for garages and allotments the parish council does not have access to all paperwork pre April 2024.  **It was resolved that no debts pre April 2024 will be chased.**  The Garages Lead asked if the money held in the Allotment and Garages account could be split with individual accounts for each account. The Clerk explained that the accounts are split in Scribe Accounting Package and will work with the Garages Lead to look at the cost code names and reports requested. |  | |  |
| **24/25/0383 Environmental and Heritage Project** |  | |  |
| There is no report for this meeting. |  | |  |
| **24/25/ 0384 Rubbish and Request for extra bins** |  | |  |
| A request has been made for extra bins on the recreation ground specifically around the play area, one idea muted was the re-siting of existing bins making them more visible away from the hedges and trees.  A similar request was made for extra / different bins on Thursden Picnic Site.  There has been an increase in the amount of household waste bins not collected. |  | |  |
| **24/25/0385 Consultation on PNA Lancashire draft Pharmaceutical Needs Assessment.** |  | |  |
| “The PNA describes the current provision of pharmaceutical services across the pan-Lancashire footprint and whether this meets the current and future needs of the area. PNAs are used by NHS Lancashire and South Cumbria ICB to inform decisions regarding applications for new or changes to existing pharmaceutical services and to make decisions in the commissioning of additional services from pharmacy.  Lancashire, Blackburn with Darwen and Blackpool health and wellbeing boards are keen to hear your views on the draft PNA 2025. Please email your feedback to: haveyoursay@lancashire.gov.uk.  **The consultation will take place from Tuesday 1 July 2025 to Sunday 31 August 2025.**  **The draft PNA 2025 can be found on LCC’s website. “** |  | |  |
| **24/25/0386 Dates of the next meeting.** |  | |  |
| Dates of meetings in 2025   * Aug 14th   2025 * Sept 11th 2025 * Oct 2nd  2025 * Nov 6th 2025 * Dec 4th  2025 * Jan 8th  2026 * Feb 5th 2026 * Mar 5th 2026 * Apr 2th 2026 * May 14th  2026 (and Annual meeting; first meeting after elections) |  | |  |

**Police Report**

| BRIERCLIFFE AREA  3rd June – 7th July 2025 | | | |
| --- | --- | --- | --- |
|  | | | |
| INCIDENTS REPORTED - 118 | | | |
|  | | |  |
| NO | TYPE OF INCIDENT | LOCATION | DETAILS |
|  | | | |
| 1    1 | Burglary    Burglary non dwelling | Clockhouse Grove    Sparrable Row | Vehicle stolen from the driveway – believed offenders have been into the property to take the vehicle keys.  Offender(s) have gained entry to an unconnected building in the rear garden and taken items from within. |
| 3 | Criminal damage | Duke Street  Halifax Road  Harrison Street | Isolated incident  Isolated incident  Damage caused to the allotments off Harrison Street mainly graffiti. |
| 0 | Theft |  |  |
| 3    2 | Vehicle crime    Theft of vehicle | Standenhall Drive  Shore Avenue  Balderstone Lane  Halifax Road  Portsmouth Avenue | Someone trying car doors  Someone trying car doors  Items taken from within the vehicle  Vehicle taken without keys from Halifax Road  Same type of vehicle taken without keys. |
| 7 | Nuisance | Halifax Road x3  Widow Hill Road  Netherwood Road  Briercliffe Road  Horning Crescent | Cars driving erratic and at speed.  Ex tenant turns up at property causing issues.  Off road bikes driving around  Youths causing a noise nuisance  Male walking around with a boom box in the early hours. |

**Briercliffe Community Centre Association**

**Report To Parish Council July 25**

Electric check gone ahead, all electrical items PAT tested, everything passed Quarterly bills sent out. Income remains same.

Issues with the soffits and gutters on both back corners of the building identified. Committee members got 4 widely different estimates for the work and agreed that roofer recommended by Haydn Williams was best one.

Work to start as soon as he can. Cost between £700 and £1000.

There was a leak in gents’ bathroom which the plumber sorted quickly at a cost of £60.

Car park out of use some days whilst electricity is removed from old library.

Landlord came and personally cut the grass.

Work to start on demolition of library the first week in August

Committee meeting was held beginning of June with PC clerk as Secretary.

We need an invoice to pay the Clerk for the 2 meetings she has attended and minuted.

Wednesday club and Ukelele group don’t meet during July and August but Briercliffe School Holiday club will meet every morning for 4 weeks

Fire extinguisher check done and approved. Some recommendations for emergency lighting and exits recommended at an estimated cost of £3200.

Committee to meet to discuss but can’t afford to pay that as well as £4000 ground rent.