

## READ PARISH COUNCIL

16/10/19

A meeting of the Parish Council was held at **St John's Church Vestry, George Lane, Read BB12 7RL on Wednesday 16<sup>th</sup> October, 2019, at 7:30pm.**

**Present:** Chairman: Councillor Hacking  
Councillors: Anderson, Collinge, Greenhough, Hanson, Pollard, Ridge

**In attendance:**

Lesley Foster (newly appointed Clerk), Shirley Bridge (Clerk)

5 members of the public attended.

**1. Apologies for absence** – apologies for absence were received from Councillor Richard Bennett.

**2. Declarations of Councillors' Interest and dispensations**

**2.1** To receive declarations of interest from Councillors on items on the agenda. – *none received.*

**2.2** To receive requests for dispensations for disclosable pecuniary interests (if any) – *none received.*

**2.3** To grant any requests for dispensation as appropriate.

**3. To approve the minutes of the previous parish council meeting held on 4<sup>th</sup> September 2019.** *The minutes were approved.*

**4. Matters arising from the above minutes not on the agenda** – *Councillor Pollard gave information on a proposal from Martholme Greenway regarding Item 11. g). This will be included as an agenda item for the meeting planned for 27<sup>th</sup> November 2019.*

**5. Public participation:**

- A resident thanked the Council for taking swift action regarding the cars that he had reported had been abandoned on the car park.
- The same resident queried the donation of £500 by the music festival (Item 11. I)).
- The same resident discussed the sale of woodland (Item 11. n)).
- The same resident also wished a long and happy retirement to Shirley Bridge, who is retiring from her post as Clerk.
- One resident requested that posters or notices be installed on the roads in the village without footpaths asking that pedestrians wear high vis gear, due to the danger to pedestrians in the dark from drivers being unable to see them.
- A resident, representing Read United Football Club, requested permission to padlock the gate on the road leading to the allotments on the day of the bonfire event at the Cricket Club, in order to prevent cars parking on the football pitch, which is unsuitable for this at the present time. They would supply the padlock, and any code would be given to allotment users who might require access during this time. They may also wish to do the same on some future occasions.
- They also requested that the Council fund a litter bin for RUFC. RUFC would take responsibility for emptying the bin, so there would be no ongoing cost to the Council for this.
- They also requested that the Council release funds for the club to purchase a mower and roller for the purpose of cutting the grass on the pitch, as the number of cuts included by the Council in RUFC's contract is inadequate for a pitch that is used regularly. The equipment would be stored in the garage at the Con Club.

**6. Borough Councillor's Report** – no report.

**7. Clerk's Report** - *none*

**8. Reports from external meetings – PCLC** – Councillors Hacking and Pollard had attended the Parish Council Liaison meeting held on 26<sup>th</sup> September 2019 at RVBC.

Extract from the minutes: -

*Read Parish Council – Air Quality Monitoring in the Ribble Valley*

*Read Parish Council requested information on air quality monitoring in the Ribble Valley. The*

*Chief Executive informed Committee that he would seek clarity from the Head of Environmental*

*Health Services on monitoring. Further discussion on air quality monitoring including difficulty of*

*ameliorating issues, use of building regulations for new development and issues with wood-burning stoves were discussed.*

Dr Juliette Higgins had given the meeting a talk on the NHS. The topic of the upcoming removal of payphones was also discussed.

#### **9. Playground:**

**a) To receive the playground inspection report** – Currently, the playground is very waterlogged, but unfortunately unless the area is paved there is little that can be done about this.

**b) Repairs and maintenance** – A list of recommended repairs from the ROSPA report from August 2019 had been compiled. Some repairs on the list are suitable for the lengthsman to carry out, but will require qualified professionals.

**10. Allotment Management Committee** – *The Allotment Management Committee met on 1<sup>st</sup> October 2019. A report was supplied and noted by the Councillors. The main issues were as follows:*

- The waiting list – now resolved.
- Changes to Tenancy Rules
- Allotment road repairs – repairs cannot be carried out at the moment due to the weather, but some areas can be patched up.
- Clarification was sought on the issue of volunteers operating equipment and carrying out repaired. The Clerk once again clarified the situation regarding the Council's insurance.

#### **11. Decision Items**

**a) Car park** – Councillors discussed the much needed repairs and improvements to the approach road to the car park, the car park, the road around the football pitch and the sloping allotment road.

**RESOLVED: To adopt a phased approach to the improvements with three phases: the approach road, the car park itself, and the road past the football pitch and to the allotments. Councillors will request costings for these elements for consideration at the next meeting.**

**b) Read Motor Body Centre** – There is concern about the high number of scrap vehicles being stored in unsightly and dangerous places by the Read Motor Body Centre. The Clerk reported that this matter has been reported to the Health and Safety Executive and is awaiting feedback.

**c) Provision of free dog bags review – Cllr Bob Anderson** – The Clerk had made known the existing costs of the scheme. There was discussion regarding whether the scheme should be continued or not.

**RESOLVED: To continue with the scheme for now, and review it in 6 months.**

**d) Allotment Policies/Agreements: -**

- i) Amendments to Allotment Management Policy document**
- ii) Amendment to Allotment Tenancy Agreement Document**

Councillor Anderson presented proposed amendments to both the Allotment Management Policy and the Allotment Tenancy Agreement.

**RESOLVED: To adopt the proposed amendments. The amended version of the Tenancy Agreement to be circulated with the annual allotment invoices due to go out in November 2019.**

**e) Appointment of new Parish Clerk** – The Chairman reported that Lesley Foster was appointed as the new Parish Clerk on 7<sup>th</sup> October. Shirley Bridge has a contract until 31<sup>st</sup> October, which allows for a suitable handover period.

**RESOLVED: To accept the extra cost of employing two clerks for the period 7<sup>th</sup> October to 31<sup>st</sup> October.**

**f) Read Cricket Club proposal** – The Cricket Club had sent an email asking if the Parish Council would be amenable to leasing the existing kickabout area so that they could make it into a multi lane cricket training facility. The proposal was discussed, and the Councillors decided that they needed more information in order to make a decision.

**RESOLVED: The Clerk will write to the Cricket Club to ask for more information.**

**g) Teenage meeting area** – The issue was discussed by Councillors, but at this time the proposal was not supported.

**h) Read Football Club** – The proposals mentioned under Public Participation will be considered at the next meeting.

**i) Music Festival – donation of £500 to cause of choice** – There was discussion how this might be allocated to charities around the village.

**RESOLVED: For Councillors to submit suggestions to the Chairman before the next meeting.**

**j) BT Payphone – Fort Street** – There was discussion about the planned removal of the payphone in the village.

**RESOLVED: To adopt the kiosk once the landline has been removed, at a cost of £1.**

**k) Extra dog bin Stork footpath – Cllr Greenhough** – It was noted that there had been a significant problem on the Stork footpath with dog mess. Councillor Greenhough proposed installing a new dog bin at the Whalley Road end of the path.

**RESOLVED: To purchase an extra bin for the Stork footpath and agree to fund the extra costs for emptying by RVBC. Extra costs would be approximately £217 annually.**

**l) Logo design – update** – the Council discussed the design of a logo by Media Village, which has not yet been resolved.

**RESOLVED: To recirculate the existing provided designs.**

**m) Communications Group – update** – *the Communications Group met on Tuesday 8<sup>th</sup> October. The following report was supplied:*

**Minutes held on Tuesday 8th October at 7 p.m. at 39 Whalley Rd, Read.**

Present: Sian, Debbie and Marie.

**Decision items for next PC on Wednesday 16th October**

- **Senior Citizens Party Saturday 7th December**

The following was discussed and if a decision is made at the meeting, the following preparations can be put into action.

A variety of sandwiches, Turkey, beef, ham, cheese and egg on brown and white bread, mini sausage rolls, crisps and nuts. Cost £2.50 per head

Mince pies, Xmas cake, as well as a variety of other cakes and biscuits (we will provide these)

Xmas crackers

Xmas table covering (plastic wipeable, instead of paper if possible)  
 Festive paper plates and napkins  
 Cups and saucers, milk jugs, sugar bowls and teaspoons (from school)  
 Tea, coffee, milk and juice  
 We can get access to the VH from 12 mid day, so as many helpers as possible please to help set up the room.  
 Jean Johnson is going to play the piano and can bring along some Xmas song books.

Xmas quiz  
 ?? Keep fit demonstration  
 Free raffle

An ideal opportunity for us to talk to our older residents of the Village.  
 We will be asking for feedback from the party.

- **Xmas Tree switch on Friday 6th December**

We have the VH booked from 6.30 pm until 8 pm but hope to get access from 6 p.m. to get the boiler on and set up.

Tea, coffee, juice and biscuits.

Father Xmas to attend.

Write a letter to Santa and/ or colouring in Xmas pictures for the children

Donation towards the Senior Citizens party.

- **Gifts to residents unable to attend the party**

I will be asking in the Newsletter for friends, relatives, neighbours to get in touch with me, so arrangements can be made for me or for them to deliver a gift from the Parish Council.

Gift ideas beaker with chocolates, or small box/tin biscuits.

**n) Sale of Woodland, Whalley Road, Read** – A resident brought this forward as he thought the land would make a good community asset. Councillor Pollard reported that the land under question had already been sold.

**12. Correspondence** – an email regarding abandoned cars in the council car park had been received. This issue has since been resolved.

A letter was received from Ribble Valley Borough Council informing the Council about the Strategic Housing & Economic Needs Assessment, and inviting comments. The Councillors noted the correspondence.

**13. Planning Applications & Decisions/Enforcement** – none.

**14. Finance & Accounts**

**a) Payment of accounts**

20/8/2019	DM Payroll 1 <sup>st</sup> half year	£40.50
20/8/2019	Waterplus – Allotment water	£307.29
3/9/2019	Playground ROSPA	£115.80
3/9/2019	J Taylor – allotment deposit returned	£50.00
18/9/2019	Clerk – salary September	£201.61
18/9/2019	Admin, printing	£70.62
18/9/2019	HMRC PAYE	£151.20
1/10/2019	Petty Cash	£40.00
3/10/2019	A Isherwood – tree removal	£160.00

**b) Receipts**

4/9/2019	Allotment Deposit S Mckelvey	£50.00
4/9/2019	Allotment rent S McKelvey	£15.00
25/9/2019	Concurrent Functions Grant	£926.00

**c) Bank Reconciliation as at 31<sup>st</sup> August, 2019**

<b>Opening Balances 01.04.19</b>			
Community Account	£1,159.16		
Business Saver Account	£11,546.16		£12,706.04
Add: Receipts			£25,965.76
Less: Payments			£17,911.86
Balance			<b>£20,759.94</b>

**15. Items for the next agenda**

- Precept
- Car park
- Seating on Church Street Garden
- Cricket Club
- Logo design
- Music festival donation
- Read Football Club

*The meeting ended at 8:55pm.*