

## READ PARISH COUNCIL

14/10/2020

A meeting of the Parish Council was held held digitally on Zoom **on Wednesday 14<sup>th</sup> October, 2020 at 7.00p.m.**

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

**In attendance:** Lesley Foster (Clerk)

5 members of the public attended.

1. **Apologies for absence** – Apologies were received from Councillor Bennett.
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 11q).*
  - 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 9<sup>th</sup> September 2020** – *the minutes were approved.*
4. **Matters arising from the above minutes not on the agenda** – *Regarding the air quality monitoring, the relevant staff member at RVBC is on maternity leave. The Clerk will write to RVBC to ask how many monitoring sites there are in the Ribble Valley.*
5. **Public participation:**
  - **There were no queries from the public on this occasion.**
6. **Borough Councillor's Report** – **Councillor Bennett was not present and there was nothing to report.**
7. **Clerk's Report** - *none*
8. **Reports from external meetings** –  
Simonstone Parish Council – Councillor Pollard reported that Simonstone are not holding a Christmas party this year, and that they will have a tree but no associated gathering. They will lay a remembrance wreath at the Simonstone church. They do not intend to contribute to the allotment road.
9. **Playground:**
  - a) **To receive the playground inspection report** – Regarding getting a new ROSPA report, the Clerk will email ROSPA to investigate the possible arrangements.
  - b) **Repairs and maintenance** – Councillor Anderson investigated the bench that needs possible repair, and found there was nothing that he was able to do to remove the damaged panels. The possible solutions are to fit a new wood panel on top of the existing panel, to buy a new bench, or to leave the bench in the current condition until the next report.  
The paint is rusting off the swings. Councillor Hanson will ask the lengthsman to potentially repaint them in the spring.  
A new spring to automatically close the gate will cost in the region of £8. If a suitable spring can be acquired, this is an acceptable cost for replacing the spring. Councillor Anderson has replaced a missing catch on the gate.  
The entrance to the playground is muddy and wet. It was suggested that some chippings could be placed there if any were available.
10. **Allotment Management Committee report** – There are currently 13 people on the waiting list, with two vacancies coming up soon. Letters were sent out to tenants who had

had issues spotted on their plots during the annual inspection. One of these tenants has responded. The skip is now accepting asbestos again, so the asbestos that was previously wrapped can be taken there if the appropriate red bags are acquired. Councillor Anderson will organise this.

## **11. Decision Items**

**a) Website update** – a full backup has been taken and the Clerk has begun the update process, which is somewhat complex due to the age of the existing website.

**b) Read Motor Bodies** – the Clerk sent a letter to Read Motor Bodies in accordance with what was resolved in the previous minutes. A further inspection will take place six months after the letter was sent or before then if the council becomes aware of standards slipping.

**c) Complaint from resident regarding ginnel** – a complaint was received last month from a resident regarding an issue with people urinating in the ginnel beside the chip shop. Councillor Hacking contacted the RVBC solicitor, who was not able to conclusively determine ownership of the ginnel. RVBC made several suggestions as to how the resident might proceed, which Councillor Hacking will pass on. Councillor Hacking had also referred the complaint to the local PCSO.

**d) Cricket Club proposal** – the informal meeting set up with the Cricket Club was cancelled. Since that date, the Cricket Club has now decided not to go ahead with their proposal.

**e) Tennis Club** – the Tennis Club had asked if there were any grants, funding, or Parish Council monies available for them. It was suggested that the best option for them would be to write to RVBC to enquire. The Clerk will reply to their email and suggest this.

**f) Lengthsman and footpaths** – the Clerk had received a reply from the clerk at Sabden, which was read out. There was discussion of what work had and had not been done and of how the lengthsman scheme works. The Clerk will write to Pendle Hill Landscape Partnership to determine if they are able to give the Parish Council any money towards the footpath repair that was done, and will clarify the exact situation regarding the £500 sent to the lengthsman scheme on Read Parish Council's behalf from LCC.

**g) Playground** – the matters relating to the playground were all covered under item 9).

**h) Allotment road** – a meeting took place between members of the Read and Simonstone parish councils regarding this. The Cricket Club and Read Motor Bodies were invited but did not attend. Simonstone Parish Council sent a letter explaining that they would not be contributing at this time. The Clerk will write to them in thanks for their consideration.

There was discussion of whether more chippings would be needed for the car park, but it was decided that none were needed at this time.

Councillor Anderson had calculated what proportion of the cost could be assigned to each section of the works.

There was discussion of whether to ask the Cricket Club and Read Motor Bodies again for a contribution.

**RESOLVED: Not to ask for a contribution from the Cricket Club or from Read Motor Bodies at this time.**

**i) Remembrance Sunday** – the current guidance is that a special remembrance church service will not be able to happen. The churchyard will be open for the laying of wreaths.

**RESOLVED: The Clerk will order a wreath from the British Legion.**

**j) Christmas tree – offer of tree donation** – Councillor Hanson is able to arrange

the felling of the offered tree.

**k) Decorating tree** – the lengthsman currently has the lights and will be able to decorate the tree.

**l) Tree light up** – No tree light up service is possible at the moment due to the coronavirus restrictions, so the tree will be erected without this service unless the regulations change.

**m) Christmas party / gifts to elderly** – Due to the coronavirus restrictions, a party is not possible. There was discussion of the suggestion of giving out biscuits to the elderly, as was done for those who were not able to make the party last year. Councillor Ridge is aware of a company that may potentially donate the biscuits for free if asked. Names for donations can be requested via the newsletter and potentially via the church parish magazine and the village hall.

**RESOLVED: To give out biscuits in lieu of having a party, and to contact the mentioned company to enquire about a possible donation of biscuits.**

**n) Autumn Newsletter** – These can be produced by the end of October. Councillor Hacking will investigate whether the usual printers' is in business. The Clerk will email the councillors to ask for any items they want to include in the newsletter.

**RESOLVED: To produce a newsletter.**

**o) Cutting back the hedge on the car park** – the Clerk had been in touch with the company who cut the hedge last year, who clarified which hedges they usually cut, and explained that this has historically been done most years, but not every year. There was discussion of which hedges to get cut and whether the hedges needed cutting.

**RESOLVED: To contact the hedge cutting company and request that they cut the hedges, including the one next to the car park.**

**p) Bin for the football club** – as it has been difficult to determine the type of bin that will be most suitable, the Football Club will purchase an appropriate and suitably priced bin themselves and send the invoice to the council.

**q) Development on the caravan site** – some councillors expressed concerns about tree felling they had noted taking place on the caravan site. Councillor Hanson assured the council that this was permitted felling of damaged trees only, and that the area will be turned into a nature area with wildflowers, and that there are no current plans to develop the area in a way that would require planning permission, or to remove the embankment.

**r) Overhanging vegetation on Whalley Road near Victoria Lodge** – Councillor Greenhough had noted that the greenery here was getting very overgrown. The Clerk will send a letter requesting residents to trim back the overhanging vegetation to Councillor Hacking for distribution to the appropriate households.

**s) Adoption of phone kiosk** – The contract and invoice for the adoption of the kiosk have now arrived. The Clerk will send these in. Once the adoption has gone through, it will be possible to consider ideas for what to do with the kiosk.

**t) Salary increase** – The Clerk was supposed to go up to the next pay scale level earlier in the year, and in addition the new payscale has now been published. The Clerk will calculate any required back pay and pass on these details to the payroll provider.

**u) LALC AGM invitation** – two members of the council may attend this event, one of whom may be the Clerk. It will take place on Saturday 14<sup>th</sup> November at 10am over Zoom. Any councilor who are interested should let the Clerk know, or otherwise Councillor Hacking and the Clerk will attend.

In addition, there is an opportunity for finance training, and anyone who wishes to attend should let the Clerk know.

**v) Village parking problems** – Councillor Hacking had received an email from a resident regarding parking problems around the village. There is not much that the council can do to alleviate these, but she has referred the issue to the local PCSO.

**12. Correspondence** – an email was received from the payroll provider declaring their intention to raise fees to £120 per year from April 2021. If this is not satisfactory, the council is requested to let them know by 31 March 2021.

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

**Application 3/2020/0674 10 Buckingham Drive, Read BB12 7QE**

*Single-storey extension to side with two-storey rear/side extension and balcony terrace to rear.*

*Read Parish Council Planning Committee*

***No objections to this application***

Councillor Hanson made some comments on this planning application and on the application relating to 7 Tennyson Drive noted in previous minutes. The work proceeding at 7 Tennyson Drive has not been in accordance with the submitted plans, and this has been referred to and confirmed by RVBC to deal with. Part of the additional development is allowed under permitted development rights.

Some residents had objected to the application at 10 Buckingham Drive after the parish council response had already been submitted. The Planning Committee saw no reason to alter the parish council response and suggested that residents could submit their own objections to RVBC directly.

**14. Finance & Accounts:**

**a) Payments**

30/9/2020	LF Salary August 2020	£242.22
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**b) Income**

No income was received since the last meeting.

**c) Bank reconciliation as at 31<sup>st</sup> August, 2020**

<b>Opening Balances 01.04.20</b>			
Community Account	£2,776.49		
Business Saver Account	£14,575.13		£17,351.62
Add: Receipts			£10,892.10
Less: Payments			£16,430.41
Balance			£11,813.13

**15. Items for the next agenda**

- Development on disused railway
- Autumn newsletter
- Christmas party/presents
- Cutting of hedge by the car park
- Adoption of phone kiosk

- Lengthsman and footpaths
- Dates of next year's meetings

The meeting ended at 20:38 pm.

DRAFT