

Meeting of Balderstone Parish Council held on Wednesday 30 September 2020 at Mellor Brook Community Centre, starting at 7.30pm.

Present : Cllrs. S.Shorthouse (Vice Chairman, in the Chair), K. Barker, C. Everett, J. Greenwood, , P. Singleton.

Also in attendance: 4 members of the public for whom contact details were recorded for Covid Track & Trace purposes and the Interim Acting Parish Clerk.

To lift the Emergency Powers previously approved for the period of Covid 19 and the subsequent extension approved.

1.1 Members resolved to lift the Emergency Powers for the period of Covid 19 and the subsequent extension later approved

To receive and approve apologies for absence

2.1 Apologies had been received from Cllrs. Brunskill & Evans and it was **RESOLVED** that those apologies be accepted and approved.

To receive declarations of pecuniary or personal interest

3.1 Cllr. Shorthouse declared a professional interest regarding 3/2020/0768 Planning at Windmill Hotel and would take no part in discussions or actions.

3.2 Cllr. Greenwood declared an interest in matters pertaining to the Parish Council website and would restrict his input to explanations.

3.3 There were no other Declarations made

Adjournment for Public Session (Max 5 minutes per person)

Public

4.1 Two residents expressed concerns regarding Feildens Arms late closing, the state of the area around the public house. It was noted that under Covid rules all must leave the premises by 10.00pm & Interim Acting Clerk was asked to liaise with Ribble Valley Licensing Team. An earlier letter of complaint had not received a response.

4.2 A resident was disappointed to be informed that, despite earlier requests, Ribble Valley Borough Council policy was to no longer supply additional litter or dog waste bins, nor to empty any additional bins provided by others. Members noted that the Council bin outside the bakery had disappeared, but it was noted that dog waste had been put in this bin, which was unacceptable at a food outlet. Interim Acting Clerk was asked to write to the bakery, to enquire about the bin, and to suggest minimization of waste, also to contact Ribble Valley Borough Council to seek a replacement bin for Whalley Road & more frequent emptying of the bin.

To resolve to confirm and approve the Minutes of the Parish Council Meeting held on 05 September 2020

5.1 The Minutes of the Parish Council Meeting held on 5th September has been circulated & published and it was

RESOLVED that those Minutes be accepted, approved and duly signed.

Any Matters arising from the minutes not covered on this Agenda FOR INFORMATION ONLY

6.1 Members noted a letter had been sent to RVBC & LCC regarding a possible breach of planning consent 3/2018/1180, but no response had been received.

To consider any response to be made to Planning Applications

7.1 Members noted that the following had been approved:

3/2020/0551 BAe Warehouse Building

3/2020/0582 BAe Warehouse Building

7.2 Details of the following applications had been circulated to Members

- a) 3/2020/0607 Clare Cottage Nightfield Lane (demolish existing garage, new double garage, 2 storey extension) has been circulated to PC There had been no comments on this application and no letter was to be sent
- b) 3/2020/0668 Land adjacent to Whalley Road for 2 open market & 3 affordable houses, resubmission of 3/2019/1120 (Members had consulted on this application by email & a letter of objection had been submitted)

7.3 Members had been circulated with a late planning application 3/2020/0768 Windmill Hotel and also received circulation of a letter of objection to this application by Mellor Parish Council. Members expressed concerns regarding the application, including that HGVs may wish to access the site along Branch Road.

RESOLVED that Interim Acting Clerk was asked to draft a strong letter of objection, for Members to approve prior to submission.

To consider and approve the Accounts, Payments, Receipts & Balances since August 2020

8.1 Bank balance was reported as £8,466.01

8.2 Members noted that the previously approved maximum payment for insurance (Cheque 000025) was confirmed to be for £160.65

8.3 Invoices requested for approval were

Interim Acting Clerk payment for the period 01.09.2019 to 31.08.20	£976.00	Cheque
000026		

Interim Acting Clerk Net salary for September	£83.20	Cheque
000026		

HMRC PAYE to 05.10.2020	£264.80	
Cheque 000027		

RESOLVED that the above payments be approved; Cheques were duly signed by Cllrs. Barker & Shorthouse

To consider items with potential costs as part of a Draft Budget for 2021/22 financial year

8.4 Members considered this matter, which will be an agenda item for November meeting.

To consider and approve the editorship, format, content and costs for a Parish Council Newsletter

9.1 Due to Cllr. Evans' absence, this matter was deferred

To consider and approve developments and costs for the Parish Council website, especially compliance with accessibility requirements effective 23 September 2020 ; also to consider Parish map & Councillor details.

10.1 Cllr. Greenwood explained that accessibility requirements meant that layout changes would be necessary for the Parish Council's website, that an accessibility statement would be a requirement for publication and that documents and other content must be in an accessible format. Members noted that Ribble Valley Borough Council and LCC Parish Champion may have input or support for this & Interim Acting Clerk was asked to liaise on this. Cllr. Greenwood was asked to circulate a drafty accessibility statement & provide a report with costings for the adjustments to the Parish Council website.

10.2 In response to a suggestion, Interim Acting Clerk was to supply an electronic format Parish map for the website.

10.3 Members discussed the contact details shown on the website and it was considered that sufficient details were published; Cllr. Greenwood agreed to put further details on provided formal consent was given.

To consider and approve any arrangements and actions for Remembrance Sunday including any financial support for Books of Remembrance

11.1 Members were made aware that the Mayoral Remembrance Service will take place at Mellor War Memorial at 11.00am, and there will be a Church Service at Balderstone St. Leonard's Church. Members then

RESOLVED that Cllrs. Evans & Singleton would each represent Parish Council & lay a wreath on Council's behalf. Interim Acting Clerk would arrange purchase of wreaths.

11.2 Mellor Parish Council project to create 4 Books of Remembrance had been circulated to members and there was a request for the financial support previously offered to be clarified. Members were informed that the Books were to be presented for blessing at each Church (St. Mary's, Mellor, Mellor Methodists, St. Leonard's Balderstone and St. Mary's R.C. Osbaldeston) on Remembrance Sunday. In addition, a Mellor Parish Councillor was creating web access for all details found for each of 100 names identified from the area, which was to be publicly accessible. It was then discussed and

RESOLVED that a financial contribution of £220.00 be sent from Balderstone Parish Council.

To consider and approve any improvements to be carried out to footpaths in the Parish utilizing the £500 grant from LCC Public Rights of Way grant.

12.1 Members had previously considered visible improvements without resolution. In particular it was considered that the bench on Commons Lane was in need of urgent repair, but would be better moved slightly. Cllr. Everett agreed to research the exact location of the bench for Interim Acting Clerk to follow up on ownership.

12.2 Members were asked to bring forward ideas for improvements and other projects to November meeting, when Precept for 2021 / 2022 will be set.

To consider and approve any actions regarding the Vacancy for Parish Clerk

13.1 Members noted that this was a Confidential and sensitive matter and it was therefore **RESOLVED that Press & Public be excluded from this item of the agenda.** Public duly left the meeting

13.2 Members noted that the suggested Interview Date was 12th April and due to the current, ongoing Covid situation it was

RESOLVED that this item again be deferred, to a date as yet unspecified.

Matters Brought Forward by Members

14.1 Members expressed concerns regarding overgrown hedges along Jacksons Bank Road which were hazardous to drivers- Interim Acting Clerk was asked to write to the farmers concerned to request urgent cutting back

Date of next scheduled meeting -Wednesday 25th November 2020

Vice Chairman then thanked all for attending and closed the meeting at 9.30p.m