

**Minutes of the Council Meeting of the Barrowford Parish Council
Held at the Council Offices, 55 Gisburn Road Barrowford
On Wednesday, the 15th September 2010**

Present

Cllr J. Pope – Chairman in the Chair

Councillors

T. Titchiner	A. Holgate	T. Watson	A. Hargreaves	M. Simpson
R. Oliver	A. Vickerman	J. Begley	J. Gibson	B. Norcross
Cllr. S. Derwent	PCSO Owen			

Public Question Time: Mr. E. Glover asked a question regarding allotment waiting lists at Lower Park Hill.

99. Declaration of Interest: Cllr. J. Pope declared a prejudicial interest on Appeal APP/E2340/C/APP/E2340/C/2134201 and after addressing the council left the meeting.

100. Apologies: Cllrs: S. Nike, Cllr. T. Beckett

101. Minutes of the Meeting of the Council Held 18th August 2010: Copies having been previously circulated.

It was resolved: That the minutes of the Meeting held 18th August 2010 be approved as a correct record.

102. Dog Fouling within Barrowford: Ms. Bullas a Pendle Borough Council Dog Warden spoke to the council on her duties and responsibilities and her role within Barrowford. Ms. Bullas highlighted that:

- Dog Wardens need to witness the dog fouling and see the owner/walker attempt to leave the scene without removing the fouling.
- Only the Dog Fouling team are able to issue Fixed Penalty Notices to individual dog owners and administer the subsequent fine collection
- That the whole of open public spaces within Pendle are covered by the dog fouling act.
- Any member of the public can ask for notices to be posted within the designated area.
- That fixed penalty notices can be issued if the offence is witnessed by a member of the public and that person is willing to give a statement and if necessary attend the Magistrates Court.
- The Dog Wardens duties involved dealing with stray animals in conjunction with the police and the RSPCA.
- That by the 1st October Pendle Borough Council would have a team of one supervisor and three wardens dealing with dog and litter offences.

103. Public Conveniences: Mr. B. Thompson Environmental Projects & Policy Manager at Pendle Borough Council spoke to the council on the scheme to devolve public conveniences to Parish & Town Councils:

- That the borough council had no statutory obligation to provide public conveniences.

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- That if the Parish Council wished to participate the building would be handed over to the council and a grant would be available equal to the total running costs for the first year and half the running costs of the second year.
- That the Parish Council could charge for the use of the toilets or reduce the facilities or use the building for other purposes.
- That other parts of the borough were setting up schemes where members of the public could use the facilities at supermarkets and other public and retail premises.
- That if the Parish Council showed an interest then Legal Services would look at the necessary agreements. Mr Thompson was the initial contact for any further discussions.

104. Crime, Disorder & Community Safety Matters: PCSO Owen gave a verbal report and highlighted that the figures for August had seen a rise to 23 crimes and that this was inflated by the reporting of six individual car crimes that were all related to one incident.

105. Planning, Highway and Appeal Applications and Notices:

Number		Comments
13/10/0430P	Demolish existing rear extension and remove front dormer window, erect single storey domestic rear extension and insert two dormer windows to front and one to rear. 7 Albert Terrace Barrowford Nelson BB9 8PZ.	No Objection: To amended plan of one dormer window to front of building.
APP/E2340/C/A PP/E2340/C/213 4201:	Appeal against enforcement to remove site compound including portacabins and base structure, re-instatement of ground levels, removal of debris and re-seeding of area with wild flowers and natural grasses. 317 Gisburn Road Barrowford	Objection: Write a letter of support of the Borough Councils enforcement action.

106. Correspondence: A written report had been previously circulated.

It was Resolved: That the report be noted.

107. Financial Matters: An outturn for July and the payments schedule for August 2010 having been previously circulated.

It was Resolved:

- a. Outturn for August 2010 be noted.
- b. That payments for September of £ 8074.81 be made.

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Payments September 2010

To Whom Paid	Total
Copyfax	350.48
Citrus Office Solutions	140.25
J B Barnes LTD	1160.20
HM Customs & Revenue	2716.17
BT	161.80
Local Council Update	100.00
Empress Fencing Ltd	135.37
Lanlee Fencing Supplies	7.74
E-on	31.41
Petty Cash	80.71
D. Lewin	33.80
I A Lord	99.39
Wages & Salaries	3057.49
Total	8074.81

108. Barrowford & western Parish Representation on the LSP: Cllr. Pope reported that an impromptu meeting was held at the end of the September Area Committee Meeting and a discussion took place with Mr. P. Mousdale and representatives of the Parish & town Councils. It was decided that the seat would be alternated between Barrowford Parish Council and a representative of the Pendleside villages annually starting with Cllr. Nelson from Roughlee being this years representative.

109. Review of Standing Orders Nos. 1, 16, 33, 65, 67: The Clerk having previously circulated the proposed and seconded amendments tabled a copy of the amendments with annotations in red from the LALC Branch Secretary regarding the implications and legal status of some of the proposed amendments. Cllr. Simpson asked for his objection to the tabling of this report to be minuted. The Clerk reminded the Council that it was part of his duties to gather the necessary information to prevent the council from passing resolutions which contravened current legislation.

1. Meetings:

Addition Proposed by Cllr. T. Watson and Seconded Cllr. Simpson:

- b) A copy of Standing Orders to be available in paper copy at every meeting of the council.

It was resolved: That this be added to Standing Orders.

16. Urgent Business:

Addition Proposed by Cllr. T. Watson and Seconded: Cllr Simpson

- c) Any member may inform the council of any urgent works or business to be looked into if reported to themselves by members of the public under the heading of public question time.

It was Resolved: That the proposed addition to 16 be rejected.

33. Disorderly Conduct:

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- Revision to section b proposed by Cllr. J. Pope and Seconded by Cllr Begley:
- b) No member shall at a meeting persistently disregard the ruling of the Chairman, wilfully obstruct business, or behave irregularly, offensively, threateningly, rudely, improperly or in such a manner as to bring the Council into disrepute.
- Cllr. Simpson seconded by Cllr. Watson proposed an amendment that b should read:
- b) No member shall act in such a manner as to bring the council into disrepute.
- The Council voted on the amendment which was lost and then voted on the original proposal.
It was Resolved: To adopt the proposed alteration to 33b into Standing Orders.

65. Inspection of Documents:

Revision of 65 Proposed by Cllr. T. Watson and Seconded Cllr. Simpson:
 Each member upon elected or co-opted will be given a key to the council offices and a key to the clerks office for the purpose of A member may for the purpose of his duty as such (but not otherwise), inspect any document in possession of the Council or a committee, and if copies are available shall, on request, be supplied for the like purpose with a copy. Only the confidential files for employees be kept locked and only authorised bodies to have access to them.
It was Resolved: Not to adopt the proposed changes to 65.

67. Unauthorised activities:

- Revision proposed by Cllr. J. Pope and Seconded by Cllr. Begley:
- a) Inspect any lands or premises which the Council has a right or duty to inspect; or
 - b) Issue orders, instructions or directions to anyone; or
 - c) Seek to gain access to any lands or premises controlled by the Council unless authorised to do so by the Council or the relevant committee or sub-Committee
- Amendment to the Revision proposed by Cllr Watson Seconded by Cllr. Simpson:
- a) Any Barrowford Parish Councillor has the right to inspect any Holdings, Property or Land belonging to the Barrowford Parish Council at any time (reasonable hours). A councillor cannot enter any sub-letted Holdings Land or Property without prior notice in writing to the occupier (ie Allotments, Garages, etc). Councillors have the right to look and inspect any works carried out but cannot intervene with any works innless in breach of the below.
 - b) No member shall issue orders, instructions or directions.
 Unless any employee, councillor or contractor is in breach of any Health & safety issues, and may be asked to stop work until the matter is resolved. Or authorised to do so by the Council or the relevant committee or sub committee for any reason not mentioned above.
 Cllr. Watson seconded by Cllr. Simpson amended his previous amendment to remove the wording of 67b
 The Council voted on the amendment which was lost and then voted on the original proposal.
It was Resolved: To adopt the proposed changes to 67 Unauthorised activities in Standing Orders.

110. **Projects for 2010-11:** A previously circulated progress report highlighting at what

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stage each project was discussed.

It was Resolved: To note the Report.

111. Local Referendums to Veto Excessive Council Tax Increases Consultation: The Clerk reported on the consultation.

It was Resolved: To note the Clerks Report

112. Reports from Working Groups: None.

113. Report of the Clerk: The Clerk tabled a written report and after discussion:

It was Resolved: To Note the Report.

114. Report on the Barrowford & Western Parishes Area Committee: Cllr. Pope reported that the revised plans for the Booths application had been passed as well as the outline permission for a 55 bedroom hotel at Barrowford Road.

115. To Receive Reports from Other Bodies: C. Cllr. S. Derwent reported that the replacement for Lancashire Locals the Locality Working Partnership was progressing slowly.

116. Date, time & place of the next meeting: *The next meeting of the Council and will be held Wednesday the 20th October 2010 starting at 7pm and held at 55 Gisburn Road Barrowford.*

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