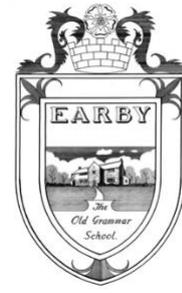




EARBY TOWN COUNCIL



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Meeting of Earby Town Council
Monday 29th November 2021
The Parish Rooms, Victoria Road, Earby

Minutes

1. Welcome

Chairman Cllr Tennant formally opened the meeting at 7:30pm and welcomed all present.

2. Attendance, Apologies and Non-Attendance

The attendance of Cllrs C. Tennant, J. Myers, C. Carter, and A. Carter and S. Hartley was noted as were apologies from Cllr V. Cocker.

3. Declarations of Interest

Cllr C. Tennant declared a personal, non-pecuniary interest relating to item 17.1 in relation to a payment to his employer.

4. Public Participation

There was no public participation at his meeting.

5. Minutes of the Previous Meeting

It was resolved to accept and approve the minutes of the meeting of Monday 25th October 2021 as an accurate record. (Proposed JM, 2nd CC)

6. Exclusion of the Public and Press

There were no items meeting the criteria for exclusion.

7. Update of ongoing issues from previous minutes

The Clerk provided a brief update on the following issues:

1. Environmental Services, Pendle Borough Council had been consulted regarding the results of the ROSPA inspections of the seven play areas in the town and work was in progress to address the medium risk issues identified.
2. The recent White Leys Close planning application had been refused.
3. The Ladies public toilet has now been fixed and reopened following vandalism.

8. Allotments

- 8.1. The Town Clerk provided the Council with an update that 43 residents were on the waiting list for the 88 plots being managed across five Earby sites. This year's invoices were sent out by email with just a handful by post. There remained four outstanding payments of this year's invoices which were being chased.

9. Parish Room Surgeries

It was noted that, subject to the COVID restrictions in place at the time, surgeries are set to resume in the New Year, initially taking place every 2nd Saturday of the month between 10am and noon. In the meantime, the Earby Town Council office is staffed on Wednesday and Thursday mornings for enquires with the Town Clerk. Contact can be made to mobile, answerphone or by email as shown above outside of this period.

10. Police business

There were no items of note.

11. Correspondence

The Clerk informed Council of an issue in relation to the perceived non-payment of business rates on the Cemetery Road car park. This in fact related to the two-year period prior to the Town Council taking ownership of the land from Pendle Borough Council and had now been resolved at no cost to council.

12. Planning

12.1 The Clerk updated council on the feedback received from the planning officer dealing with the development by Pretty Perfect Properties Ltd., at the rear of 8 Birch Hall Lane. Enforcement officers had visited the site on two occasions and had not identified any issues under their control. Issues reported by residents would continue to be relayed to planning for their assessment.

12.2 There were no objections or comments offered regarding planning application **21/0882/FUL** for the erection of a first-floor extension to the side of 11 Long Green.

No responses were proposed regarding other applications considered at the meeting.

13. Reports from meetings with other organisations

13.1 Councillor Carter provided council with a brief verbal update on his attendance at the West Craven Area Committee meeting.

14. Transfer of Land & Facilities

14.1 Council discussed five areas of land which have been proposed for transfer of ownership - and responsibility for maintenance and liability - from Pendle Borough Council to the Town Council:

14.1.1 Memorial Gardens – the council resolved not to express any interest in taking ownership of this parcel of land. (Proposed AC, 2nd SH, unanimous decision).

14.1.2 Chapel Square – the council resolved not to express any interest in taking ownership of this parcel of land. (Proposed AC, 2nd CC, unanimous decision).

14.1.3 Tyseley Grove – the council **resolved to express an interest** in taking ownership of this parcel of land. (Proposed CT, 2nd JM, unanimous decision).

14.1.4 Sebourne Terrace – the council resolved not to express any interest in taking ownership of this parcel of land. (Proposed CT, 2nd CC, unanimous decision).

14.1.5 Colne Road – the council resolved not to express any interest in taking ownership of this parcel of land. (Proposed SH, 2nd JM, unanimous decision).

14.2 Council also resolved to additionally request the transfer of ownership of a plot of land not included in the list provided by Pendle Borough Council. Following debate, council were unanimous that, subject to further information being secured, the 'Green' off Aspen Lane would be a significant community asset if ownership was transferred to local level. (Proposed CT, 2nd CC).

15. Parking in the Cemetery Road car park

Deferred to the next meeting.

16. Victoria Clough Trash Screen

Council considered the content of an engineering report received regarding the culvert and trash screen at Victoria Clough because of a recent blockage and flooding. Council resolved to accept the recommendation to remove the existing trash screen and instead implement a single, course screen, within the watercourse and further upstream. The Chairman offered to liaise with the landowner and identify a suitable location which provided access to machinery required to insert the posts (Proposed CT, 2nd SH).

17. Finance

17.1 Council approved the payment list, as circulated and with the addition of two late items; a biomass pellet delivery and an expense of £120 for repair work to the wall at Cemetery Road playground (Proposed JM, 2nd CC, unanimous decision).

17.2 Council received an input on the six-month Financial Report produced and circulated by the RFO and received a presentation on the financial procedures and systems now in place, providing an almost daily reconciliation of the council's current bank account and greater transparency in financial management and budgeting.

17.3 Council resolved to upgrade the office printer as recommended in a report from the Clerk, choosing to purchase the replacement machine outright to save on costs presented in leasing options. The current printer being 14 years old and requiring repair (Proposed CT, 2nd SH, unanimous decision).

17.4 This item was not considered as a quotation had not been received in time for consideration, however, given the likely cost for repairs Council delegated authority to progress the matter to the Clerk and Cllr Cocker in the interim. (Proposed CT, 2nd JM, unanimous decision).

17.5 Council resolved to transfer the Council's Reserved Funds from the current building society account to a financial institution providing online banking facilities, compatible with the accounting software. Council resolved to delegate the decision as to which institution is chosen, to the Chairman and Clerk. (Proposed CT, 2nd AC, unanimous decision).

17.6 Council resolved not to commence a paid subscription to the Rural Market Towns Group, part of the Rural Network Services, on the expiry of the free membership period. (Proposed CT, 2nd CC, unanimous decision).

18. Length's man

Council considered a proposal from Cllr Carter to employ a Length's man to carry out maintenance tasks in the town. Such tasks were currently outsourced to a variety of suppliers. The Chairman identified that there was a significant piece of work to be achieved beforehand; establishing a place to work from, progressing the refurbishment of the front section of the council premises, ensuring machines to be used are safe & serviced, and meeting all the Council's responsibilities as an employer. Council resolved not to move to employing a Length's man at this point in time. (Proposed CT, 2nd SH).

19. The Poppy Appeal

This item was deferred to the next meeting for an update from Cllr Cocker.

20. Meeting Dates

It was noted that the next scheduled meeting of full council will be **Tuesday 4th** January 2022.

21. Meeting Close

The Chairman closed the meeting at 21.11 hrs and thanked all those present for their contribution.

D. Taylor
Town Clerk & Responsible Finance Officer

Cllr Chris Tennant
Chairman