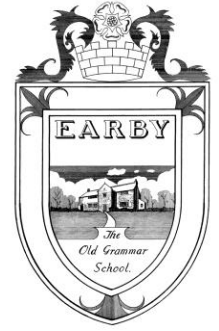


EARBY TOWN COUNCIL



Chairman: Chris P. Tennant

Clerk: Mrs Katie Jeffreys. The Parish Rooms, Victoria Road,
Earby, Barnoldswick, Lancashire. BB18 6US

Telephone: 01282 844965 Email: earbytc@gmail.com

Website: www.earbytowncouncil.uk

Minutes of the meeting of EARBY TOWN COUNCIL held on Monday 8th October 2018 at 7.30pm in The Parish Rooms, Victoria Road, EARBY

1. Welcome

Cllr Tennant in the chair formally opened the meeting.

2. Attendance, Apologies and Non-Attendance

Attending Cllrs: C Tennant (in the chair), V Cocker, M Horsfield, I Lyons, P Hampson, S Hartley, D Haigh, D Reynolds.

Apologies from Cllrs: J Myers.

3. Declarations of Interest/s

V Cocker – repayment under finance.

K Jeffreys – repayment under finance and item 15.

4. Public discussion

Mr C Carter sat in on the meeting prior to becoming a Councillor.

5. Minutes

To accept and approve as an accurate representation the minutes of the previous Council meeting held on Monday 20th August 2018.

Proposed MH

Seconded VC

Unanimous

6. Parks in Pendle draft protection order

It was proposed that the areas in Sough Park (Bowling green, playground etc.) that were designated as no dogs allowed were to remain that way. The memorial gardens will be an area where dogs must be kept on a leash and the remaining area over the bridge and the football pitch will be dogs allowed without a lead. Council would also request that a DNA policy be considered.

Proposed VC

Seconded SH

Abstained PH & IL

Earby Town Council wish to be consulted prior to any further public consultation on park orders in the area.

These orders will be reviewed every three years.

7. Update of ongoing issues from previous minutes

For information only, a verbal update from clerk and councillors on any matters from the previous minutes.

- Playground Inspection (ROSPA) Course – There are no powers that allow Council to spend Public funds on an individual. In order to send a person on this course they would need to be employed by Earby Town Council.

Noted

8. Friday Surgery

Nothing to report.

9. Police business

- K Jeffreys to communicate with authorities over concerns regarding the level of policing in the area.
- The police are unable to be present at the Remembrance Day parade. Cllr I Lyons will organise and run this in their absence.
- Cllr I Lyons has been assisting the police in their investigation into a case of missing funds from a flood victim crowd funding campaign in 2015. It is proposed that Earby Town Council receive the reclaimed funds to be saved for flood alleviation methods.

Proposed CT

Seconded MH

Unanimous

10. Planning: to consider and comment on the following:

Applications

Town and Country Planning Act 1990 APPLICATION: 18/0562/FUL

PROPOSAL: Full; Conversion of detached outbuilding into a dwelling (Use Class C3).

AT: Bankfield Stoney Bank Road Earby

FOR: Mr Robert Precious

CONSULTATION

Deadline: Please send me your comments by: 12th September 2018 (late comments accepted)

No objections

Proposed VC

Seconded MH

Unanimous

Town and Country Planning Act 1990 APPLICATION: 18/0624/OUT

PROPOSAL: Outline: Major: Residential development (0.5ha) (Access only) (Resubmission).

AT: Land to The West of White Leys Close Earby

FOR: M. & D. Dinsdale

CONSULTATION

Deadline: Please send me your comments by: 12th October 2018

This was discussed in detail with the following issues highlighted:

- The housing figures for the area have been revised downward meaning that the development is not required.
- This is a green field site outside of the settlement boundary.
- The proposed development is in an area with a high risk of flooding.
- That sustainable transport (sustrans) be a statutory consultee as this development compromises the Route 91 cycle path.
- The existing drainage system will not be adequate to take on the added requirements.
- Local infrastructure, schools and health care providers are already at capacity.
- This is a ribbon development that will bring the boundaries of Earby and Salterforth closer.
- The development would bring extra traffic to an area that is already very busy. The access of said development is also on a busy main road.

It is proposed that Earby Town Council object on the above grounds and that this is recorded in the Council's permanent records.

Proposed MH

Seconded VC

Unanimous

Appeals

Delegated List

The latest list has been circulated by the clerk to all councillors via email.

Council will discuss items pertinent to Earby and the clerk to be notified should a councillor wish to highlight a decision for such discussion. **If none the list will be deemed to be accepted.**

11. Reports from meetings with other organisations

Cllr D Haigh reported that crime figures, particularly assaults, had increased in Earby in the last year. There were also reports that residents believe that CCTV in the area is not operational, however Cllr V Cocker has reports from the CCTV footage to show that the cameras are functioning and that incidents are being recorded.

Cllr C Tennant reported that the intended location for the sump chamber for the flood relief pump would not be suitable, an alternative would be to have a pump without a chamber which would also mean that it could be used in multiple locations.

12. Finance

To approve the following:

- **VAT reclaim for the period ending 31st July submitted, total £9641.90.**
- **Bank reconciliation to July 31st, balances agreed as per report previously circulated.**

Proposed MH

**Seconded VC
Unanimous**

Cllr Tennant proposes the following: -

1. That the community account “working balance” be raised to a minimum of £15,000.
2. That £10,000 be transferred from the Community Account into the SBS reserve account and is allocated as a “capital reserve for the provision of new playgrounds /park keeping equipment”, and that a cheque is issued at this meeting.
3. That the remaining £7,996.70 of the 31-03-2018 year end surplus be allocated as funding to complete the remaining works and leasing of the Earby Independent Youth Hostel.

**Proposed CT
Seconded MH
Unanimous**

Bills presented for payment 27th September:

<u>Cheque</u>	<u>Payee</u>	<u>Details</u>	<u>Amount</u> <u>(£)</u>	<u>Budget & VAT</u> <u>(£)</u>
2604	Rackel's Coffee and craft	Curtain alterations	80.00	YH & NIL
2605	P Taylor	Lengths man duties and materials	476.91	EN & NIL
2606	Cancelled	-	-	-
2607	Brough Construction	Wood pellets	1,530.14	PR & 255.02
2608	JG Cleaning	Youth Hostel window cleaning	185.00	YH & NIL
2609	Wolfenden Concrete	Bolts	8.36	EN & 1.40
2610	George Boocock	Paint for hostel	24.30	YH & 4.05
2611	Rosemary Carroll	Carpet cleaning	50.00	YH & NIL
2612	Malcolm Baines	PAT Testing	52.20	YH & 8.70
2613	BOSS Ltd	Stationery	8.03	AD & 1.34
2614	Pendle BC	Litter bins	424.58	EN & 70.76
2615	Blackburn with Darwen BC	CCTV July	420.00	EN & 70.00
2616	Chic engraving	Plaques	123.60	YH & 20.60
2617	K Jeffreys	Stamps	67.00	AD & NIL
2618	S Cumpstey	Extra hours worked	86.40	SC & NIL
2619	K Thompson	Extra hours worked	67.50	SC & NIL
2620	K Jeffreys	Extra hours plus mileage	76.54	SC & NIL
2621	HMRC	Sept PAYE	306.06	SC & NIL
D/D	S Cumpstey	Salary	93.60	SC & NIL
D/D	K Thompson	Salary	282.00	SC & NIL
D/D	K Jeffreys	Salary	748.09	SC & NIL
D/D	Go Cardless	Bridge Business Solutions	15.00	AD & NIL
D/D	NEST Pensions	Katie Pension	142.44	SC & NIL
D/D	Opus Energy	Youth Hostel Gas	0.95	YH & NIL
D/D	Opus Energy	Youth Hostel Electricity	-	Credit
D/D	XLN Business Services	Phone and broadband	58.13	AD & 9.69
2622	BOSS Ltd	Stationery	49.61	AD & 8.27
2623	Blackburn with Darwen BC	CCTV August	420.00	EN & 70.00
2624	V Cocker	Repayment for hostel items	184.18	YH & NIL
2625	Killblaze	Fire alarm – hostel	937.20	YH & 156.20
2626	J Myers	Prizes for Christmas competition	24.00	DO & NIL

2627	P Taylor	Lengths man duties and materials	645.57	YH / EN & NIL
2628	SLCC	CILCA Registration	250.00	SC & NIL
2629	S & J	Cleaning items	42.03	PR & 7.01
Total expenditure: £7322.51 Total VAT: £683.04 (Total Net): £6639.47 (As of 27 th September 2018)				

13. Mr C Carter- Councillor Application

It is proposed that Mr C Carter be appointed as a Councillor.

Proposed VC

Seconded MH

Unanimous

14. Youth Hostel Update

- The current (net) total of all expenditure on the hostel this year is £32,553.73 including utilities etc. There will be £8000.00 from LEF funding to off-set against this expenditure.

- The timeline will be amended to:

1. Applications with business plans and closed bids by Thursday 6th December at 12:00 noon.
2. Interviews or informal meetings early January.
3. Manager in situ by end Feb/early March in time to take bookings for the Spring season

- To allow for the above timeline, it is proposed that the November full Council meeting will be postponed to Monday 10th December, where the applications will be reviewed.

Proposed PH

Seconded IL

Abstained VC

- It is proposed that the hostel manager will be appointed via a closed bidding process with a supporting business plan.

Proposed SH

Seconded DR

Abstained VC

- The vacancy will be advertised online and via other methods.
- The skirting board preventing the washer from fitting will be removed and the space painted with the same paint as the walls. Funding for this will come from savings made in the 18/19 budget.

15. HR Committee report and recommendation

To approve the report from the HR Committee, and agree to all of the recommendations made.

Proposed

Seconded

Unanimous

16. Purchase of Accounting Software

Council to purchase Scribe accounting for a one-off fee of £385.00 plus VAT per year and a one-off installation charge to key in the data, to a maximum of £499.00.

Proposed

Seconded

Unanimous

17. Provision of sand bags

Resolved.

18. National Grid / Cadent Lease for use of land

It is proposed that K Jeffreys sign and return the lease.

Proposed

Seconded

Unanimous

19. Correspondence

K Jeffreys to reply to the enquiry regarding allotments.

The next meeting will be held on **Monday 29th October 2018 at 7.30pm** in the Parish Rooms.

DATED: 9th October 2018

Clerk & RFO: *K. Jeffreys*

K. Jeffreys

SIGNED AND APPROVED: 29th October 2018

Chairman:

C. Tennant