



Grindleton Parish Council

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Minutes of the meeting of Grindleton Parish Council held on Tuesday 4 July 2023 at the Pavilion, Grindleton.

Members present:	Parish Cllr L Halley (Chair) Parish Cllr Glenn Wheeler (Vice Chair) Parish Cllr Paul Atkinson Parish Cllr Tony Bramwell Parish Cllr Megan Haslam Parish Cllr Peter Raywood Parish Cllr Susan Walsh Borough Cllr K Horkin MBE (RVBC)
Apologies for absence:	None
Clerk present:	Andrew Glover
Members of the public present:	Anne Huson for minute item 20a Rennie Pinder / Dexter Stubbs for minute item 4ci

1.	<p>Welcome</p> <p>The Chair welcomed all present, particularly the new parish councillors (Paul Atkinson, Megan Haslam and Susan Walsh) as it was their first formal meeting since co-option to the Parish Council.</p>	
2.	<p>Declarations of Interest</p> <p style="padding-left: 40px;">a) Standing orders suspended</p> <p>The Chair declared an Other Registrable Interest in relation to minute item 5eiii and did not directly participate in the discussion.</p> <p style="padding-left: 40px;">b) Standing orders resumed</p>	
3.	<p>Public Participation</p> <p>See minute item 20a</p>	

<p>4.</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>i)</p>	<p>Minutes / matters arising</p> <p><u>Minutes of the Annual General Meeting held on 16 May 2023</u></p> <p>The minutes of the Annual General Meeting held on 16 May 2023 were signed by the Chair as a true and accurate record.</p> <p>Proposed by: Cllr Wheeler Seconded by: Cllr Halley</p> <p>Resolved The Chair was authorised to sign off the minutes of the Annual General Meeting held on 16 May 2023, and it was agreed that the minutes of this meeting would be posted on the Parish Council website</p> <p><u>Minutes of the meeting held on 16 May 2023</u></p> <p>The minutes of the regular meeting held on 16 May 2023 were signed by the Chair as a true and accurate record.</p> <p>Proposed by: Cllr Wheeler Seconded by: Cllr Halley</p> <p>Resolved The Chair was authorised to sign off the minutes of the regular meeting held on 16 May 2023, and it was agreed that the minutes of this meeting would be posted on the Parish Council website</p> <p><u>Matters arising (not covered elsewhere on the agenda):</u></p> <p><u>Speeding vehicles – East View – concern raised by Cllr Bramwell</u></p> <p>Rennie Pinder (RP) and Dexter Stubbs attended for this item.</p> <p>RP stated that, as Chair of Altham Parish Council, he had been asked by RVBC to manage the provision of Speed Indicator Devices (SIDs) to the parishes. RVBC had recently acquired 3 new SIDs for this purpose, adding to the 4 already possessed by Altham PC. All 7 SIDs were to be made available for hire by parishes, so as to negate the requirement of parishes having to purchase their own. The cost of hiring a SID was £150 plus mileage. For this sum, RP would erect a SID at the Parish Council’s preferred location for a period of 8-10 days; remove the SID at the end of this period; download the data from it; and produce a report for the hiring authority. RP talked through the nature of the data which the SID would provide, and illustrated this with examples from his own parish.</p> <p>Members queried the cost-benefit of undertaking such a data-gathering exercise, but it was explained that the police and Lancashire Road Safety Partnership would view a data- gathering exercise as a pre-requisite to any enforcement action.</p>	<p>Clerk</p> <p>Clerk</p>
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RP confirmed that SIDs would need to be erected on an appropriate bracket fixed to a suitable support. In general terms, this would mean a lamp post or pole, for which the consent of LCC would be required. LCC would fix a pole for a fee of £120. A bracket could be purchased from LCC for £80, and then fitted by them for £100 (if the bracket were required within a 10-week period; otherwise fitting was free).

Members thanked RP for his attendance and presentation, and after his departure continued their discussion. Cllr Bramwell emphasised the genuine concern which residents in the East View area felt about this issue, and it was agreed in principle that a data-gathering exercise at East View would be commissioned on a trial basis. To this end, the Clerk was asked to contact LCC with a view to the acquisition and fitting of a backplate at a suitable location on East View; this would be used to deploy one camera only, in a south-facing direction so as to capture the speed of traffic descending the hill from Chatburn having crossed Grindleton Bridge.

The Chair then outlined a report which had been presented to a recent meeting of the Parish Council Liaison Committee at which she had been present. Entitled "Working Against Speed in Parishes", the report emphasised the wide concern about speeding vehicles and the potential value of establishing zones with a 20mph speed limit. At the meeting, the Chair had given provisional support for Grindleton Parish Council to join this initiative, and it had been intended to present the proposal to the September meeting for formal endorsement. Members agreed that any formal commissioning of a SID from RP should be deferred until after a wider debate on speeding had taken place at the September meeting.

Resolved

Members agreed in principle to commission the use of one SID from RP, to be displayed on East View as above

Clerk to contact Paul Connell at LCC with regard to the fixing of a bracket in a suitable location on East View

Clerk

Clerk to circulate an electronic copy of the Working Against Speed in Parishes report

Clerk

Clerk to diary a discussion on the Working Against Speed in Parishes report, and wider speeding issues, at the September meeting

Clerk

ii) Welcome to Grindleton" signage

At the May meeting, the Clerk had reported his email discussion with Craig Holden (Highways officer at LCC), seeking guidance on the issues to be considered when erecting the above signage. On 6 June, the Clerk had emailed Mr Holden and advised him that members were proposing to erect a sign on the wall at East View, adjacent to Grindleton Bridge. However, they were unclear as to who owned the wall (LCC as Bridge Authority or a third party) and whether LCC would replace any signage if they needed to remove it for HARP purposes.

As no response to this message had been received, members considered alternative locations where welcome signage could be erected. It was suggested that an area of land on the right-hand side of the road approaching the bridge from Grindleton (where the "No Fishing" sign was situated) could be used; this land was owned by Clitheroe Angling Club, and both the Chair and Cllr Bramwell agreed to approach the Secretary of the Club (a local resident) for his consent.

	<p>The Chair had looked at prices for possible signage, and a simple version could be acquired for c£70. However, some members felt that the Parish Council should be more ambitious in its thinking and proposed further exploration of the options available.</p> <p>Resolved In advance of the next meeting:</p> <ul style="list-style-type: none"> • Chair / Cllr Bramwell to ask local landowner for his views on erection of signage • Chair / Cllr Wheeler to give further thought to signage design and cost 	<p>LH/TB</p> <p>LH/ GW</p>
<p>5.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>Overview of financial position</p> <p><u>Monthly accounts – May 2023</u></p> <p>The Clerk submitted details of income and expenditure for the month of May 2023 for approval by the Parish Council and signing-off by the Chair.</p> <p>Resolved That the record for May 2023 as presented would be signed off</p> <p><u>Monthly accounts – June 2023</u></p> <p>The Clerk submitted details of income and expenditure for the month of June 2023 for approval by the Parish Council and signing-off by the Chair.</p> <p>Resolved That the record for June 2023 as presented would be signed off</p> <p><u>Budget Monitoring – Q1</u></p> <p>At the May meeting, members had agreed that henceforth the Clerk would present a quarterly update on the budget situation. In his first such update, the Clerk identified the following key points arising from the budget for Q1 2023/24:</p> <ul style="list-style-type: none"> • income was above target, due to the receipt of an unanticipated grant of £500 from RVBC for the coronation of King Charles III; • the Clerk’s salary /PAYE costs were in total c£120 over budget, but this had been the most expensive quarter of the year, with a particularly high workload arising from (i) elections; (ii) the AGM; and (iii) the external audit. It was envisaged that this overspend would be recouped over the year; and • the annual budget of £1500 for grant funding had already been spent in Q1. <p>Resolved Members approved the budget monitoring report for Q1 2023/24</p>	

d)	<u>Lloyds Bank:</u>	
i)	<u>Addition of Cllr Wheeler to the mandate</u> The Chair and Cllr Bramwell had now arranged for Cllr Wheeler to be added to the mandate as a signatory. As a result, there were 3 nominated signatories (the Chair, Cllr Wheeler and Cllr Bramwell) to the current account.	
ii)	<u>Removal of former councillors Hutton and Fielding from the mandate</u> It was confirmed that former councillors Hutton and Fielding had now been removed from the Lloyds Bank mandate.	
e)	<u>United Trust (UT) Bank:</u>	
i)	<u>Removal of former councillor Keith Hutton from mandate / addition of Cllr Wheeler to mandate</u> The Clerk had drafted the application form which – subject to the collation of final details required – would be sent off to UT. Resolved Clerk to pursue	Clerk
ii)	<u>Interest rate</u> Members noted that UT had increased the interest rate for the Parish Council’s account from 3.5% to 3.75%.	
iii)	<u>Ease of access / additional accounts</u> At the May meeting, members had considered whether – in light of interest rates continuing to rise - to increase the amount held in the Parish Council’s savings account, and had asked the Clerk to explore the mechanics / implications of such a move. The Clerk advised members that the account was a 100-day notice account, and any removal of funds without adequate notice would incur a penalty charge. The Clerk also confirmed that UT were now advertising additional accounts in the form of bonds, which paid a fixed interest rate over a 12-month period. However, members considered that – rather than tying up financial assets for a 12-month period - the sum of £10,000 should be moved from the Lloyds Bank current account to the UT Bank 100-day notice account. Resolved Clerk to action the transfer of £10,000 to UT Bank 100-day notice account	Clerk

<p>f)</p> <p>i)</p> <p>ii)</p> <p>iii)</p> <p>g)</p>	<p><u>RVBC funding</u></p> <p><u>Funding for capital projects</u></p> <p>Members noted that that Sarah Wells, Partnership Officer at RVBC, had been in touch to confirm there was “a fund coming through soon for capital projects for rural areas”. It was agreed to receive further information as it became available.</p> <p><u>Xmas lights – grant application</u></p> <p>In March 2023, the Parish Council had submitted an application to RVBC, seeking a contribution to the recent purchase of Xmas tree lights (at a cost to the Parish Council of £198.98). As requested, the Clerk had approached RVBC for an update and had been advised that the closing date for such grant applications was 30 September 2023. The Borough Council would thereafter make a decision on whether the grant application was successful.</p> <p><u>Concurrent Functions Grant 2022/23</u></p> <p>RVBC provides an annual contribution to the cost of maintenance work around the parish (Lengthsman, footpath upkeep etc). On half of members, the Clerk had compiled an application to RVBC which sets out a claimed spend of £2,273.75 during 2022/23. Whilst only a fraction of this claim would be paid (the RVBC pot being divided amongst applicants on a pro rata basis), a contribution of a few hundred pounds could be expected.</p> <p>Resolved Members approved the claim and authorised the Chair (along with the Clerk) to sign / submit the application form</p> <p><u>Reclaiming of VAT</u></p> <p>The internal auditor had pointed out that no claim to recoup VAT had been made since September 2021. Accordingly, the Clerk had made a claim for £180.66 on 31 May 2023. This amount was for considerably less than envisaged, as many of the major purchases made by GPC since the last claim had been made from persons not registered for VAT.</p>	
<p>6.</p> <p>a)</p>	<p>Election – 4 May 2023</p> <p><u>Update on appointment of new parish councillors</u></p> <p>Members were pleased to acknowledge that the appointment process for new members had now been completed, and the Parish Council was now back up to its full complement of 7 parish councillors.</p> <p>The Clerk outlined certain enquiries which he made with RVBC, intended to establish whether it had been possible to expand the permitted number of parish councillors from 7 to 8 (thereby allowing all 4 of the recent applicants to be appointed). However, an increase in the number of parish councillors could only be achieved through a formal process known as a Local Governance Review, which</p>	

	<p>it was not in the Parish Council’s gift to initiate (this being solely a matter for RVBC) and as a result this matter had not been pursued.</p> <p>Members reflected on the “welcome meeting” which had been held for new members on 27 June; the session was generally acknowledged to have been useful, bringing new members fully up to speed with the Parish Council’s priorities and ongoing activities.</p> <p>Members considered a draft note of the discussions held at the welcome meeting, previously circulated by the Clerk.</p> <p>Resolved Members approved the content of the note of the welcome meeting</p>	
b)	<p><u>Return of signed forms – Declaration of Interests</u></p> <p>Following the election in May 2023, and the co-option process completed in June, all 7 serving parish councillors had now completed and returned the required Declaration of Interest forms. All completed forms were now to be forwarded to RVBC for display on the Borough Council’s website.</p> <p>Resolved Clerk to action</p>	Clerk
c)	<p><u>Matter to be raised by Parish Cllr Raywood</u></p> <p>Parish Cllr Raywood indicated his intention to step down from his role as parish councillor. He had greatly valued his time serving on the Parish Council but, with the arrival of new members, felt it was time to give further opportunity to others. However, he still planned to attend future meetings as a member of the public, and would always be available to contribute to any Parish Council initiatives if requested.</p> <p>The Chair thanked Cllr Raywood for all his work over the years; his contribution to the parish had been greatly appreciated.</p> <p>It was agreed that – pending the appointment of a replacement – Cllr Raywood would continue in his role as the Parish Council’s representative on GRGC, although a decision on his successor in this regard would need to be taken.</p> <p>Resolved Clerk to confirm the relevant procedures to be followed in identifying a replacement for Cllr Raywood Clerk to diary a further discussion at the next meeting on the above</p>	Clerk Clerk
d)	<p><u>Letters of thanks – outgoing parish councillors</u></p> <p>The Chair had arranged for letters of thanks for their service to be sent to former councillors Dobson, Fielding and Hutton. A bottle of wine had also been presented to the outgoing Chair as a token of thanks for his efforts over many years.</p>	

7.	<p>Approval of governance documents</p> <p>At the Annual General Meeting held in May, members had deferred approval of the governance documents presented as they required more time to peruse them. It was agreed that all relevant documents would be re-submitted to the July meeting. After a short debate, members now agreed that the following items should be formally adopted by the Parish Council without amendment:</p> <ul style="list-style-type: none"> • Standing Orders / Financial Regulations; • Statement of Financial Controls; • Privacy Notice – Residents; • Privacy Notice – Staff and Councillors; • Model Publication Scheme; and • Risk Assessment. <p>The above items would be submitted for annual endorsement at the next Annual General Meeting in May 2024.</p> <p>With regard to the following, it was agreed that:</p> <ul style="list-style-type: none"> • Code of Conduct – members agreed that, where appropriate, any further training on the Code of Conduct could be attended by the Clerk and/or a small number of identified members and then cascaded out to all other members at a later date; <p>Resolved Clerk to amend the Code of Conduct to reflect the above</p> <ul style="list-style-type: none"> • Asset Register – members accepted that this document required further updating, in line with the suggestion made by the Internal Auditor. Members were invited to send any comments / suggestions to the Clerk to assist with any redrafting. <p>Resolved Members to consider Clerk to re-present an amended version at a future meeting</p> <ul style="list-style-type: none"> • Parish Plan - this document had also not been revisited for some time. It was agreed that a discussion should be placed on the agenda for the next meeting. <p>Resolved Clerk to diary</p> <ul style="list-style-type: none"> • Data Retention Policy – it was agreed that the following matters were missing from the current version and should be incorporated within a revised draft: <ul style="list-style-type: none"> - grant funding applications; and - relevant HR documents such as staff contracts. <p>Resolved Clerk to action</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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	Once amended / revisited, the above documents would also be submitted for annual endorsement at the next Annual General Meeting in May 2024.	
8.	<p>Member training</p> <p>At the May meeting, members had considered future training needs and – given that there was both a new Chair and new members – had asked the Clerk to identify future LALC training courses as appropriate:</p> <p>a) <u>New Councillors and Clerks - a whistle stop tour of powers and responsibilities</u></p> <p>The Training Co-ordinator for LALC had confirmed that new course dates were currently in the process of being arranged. Members would be advised of these once they became available.</p> <p>b) <u>Councillors: chairing meetings effectively</u></p> <p>The Chair and Vice Chair were now booked to attend this course by Zoom on 18th July 2023, 1900-2100.</p>	
9.	<p>Improving Parish Council effectiveness</p> <p>a) <u>Shared document storage</u></p> <p>Cllr Wheeler had previously offered to undertake a trial of the Google Cloud document storage facility; however, at the May meeting, this had been deferred pending appointment of 3 new parish councillors. Now that the new members were in place, Cllr Wheeler sought agreement from all persons present for him to use their email addresses in setting up the storage facility.</p> <p>All members and the Clerk indicated their willingness for their email addresses to be used for this purpose.</p> <p>Resolved Cllr Wheeler to pursue</p> <p>Cllr Walsh then queried whether a Data Protection Impact Assessment (DPIA) would be carried out; this was a process designed to assist with identifying and minimising the data protection risks of a project.</p> <p>Resolved Cllr Walsh to assist Cllr Wheeler with compilation of a DPIA</p>	<p>GW</p> <p>SW/ GW</p>

<p>10.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>External Audit 2022/23</p> <p><u>Certificate of Exemption</u></p> <p>The Clerk confirmed that the signed Certificate of Exemption (along with the required contact details) had been sent off to the external auditors on 30 May 2023, this being well in advance of the deadline of 30 June.</p> <p><u>Signing-off of other AGAR documentation</u></p> <p>The required documents had now been sent to Graham Cooper for display on the Parish Council website, and the website duly updated. An email thanking Graham for his efforts had been sent.</p> <p><u>Period of Public Rights</u></p> <p>Members noted that the period of public rights (during which residents of the parish are entitled to inspect the Parish Council’s accounts) was now underway, running from 3 July to 11 August 2023. An update on the outcome would be presented at the September meeting.</p> <p>Display of the dates for the period of public rights on the village notice board – in contrast to the need to display them on the Parish Council’s website - was not a legal necessity. However, in the interest of transparency, Cllr Halley offered to display a hard copy notice on the notice board advising local residents of their right to inspect the Parish Council’s accounts.</p> <p>Resolved Cllr Halley to display notice</p>	<p>LH</p>
<p>11.</p> <p>a)</p>	<p>Planning applications to be considered</p> <p><u>Planning Application No: 3/2023/0350</u></p> <p>In both January and March 2023, the Parish Council had submitted comments to RVBC in relation to the planning application (3/2022/1181) for Cherry Hall. This application had subsequently been withdrawn on 29 March.</p> <p>On 17 May 2023, details of a further application (3/2023/0350, this being a resubmission of the previous application) had been circulated to members, with a deadline for response of 7 June. As no member comments had been received, no response had been submitted to RVBC, and the application had duly been approved (with standard conditions imposed) by RVBC on 19 June.</p> <p>However, as had been the case with the 2022 application, it appeared that no prior public notice of the 2023 application had been displayed by RVBC. When Cllr Halley had challenged this with RVBC, she had been advised that – whereas certain applications such as those for large housing developments or listed buildings – did require the prior display of a public notice, in other cases the display was at the discretion of the Borough Council’s Director Planning. Members had generally</p>	

	<p>understood that the display of a prior public notice in all instances was a legal requirement, a view shared by Cllr Horkin (who offered to seek clarification on this matter directly from the Head of Planning).</p> <p>Resolved Cllr Halley to forward the relevant email trail with RVBC to Cllr Horkin for him to progress enquiries</p> <p>b) Planning Application No: 3/2023/0274 Proposal: Proposed demolition of the existing agricultural building and erection of one new detached dwelling. Location: Laneside Barn, Grindleton Road, Grindleton BB7 4QH</p> <p>Details of this application had been circulated to members on 24 June with a deadline for any response of 11 July. Members considered the application in detail and made the following objections:</p> <p>i) the application sought approval for the demolition of the barn and its replacement with a new construction. In seeking to justify the demolition, the applicants claimed (in para 5.4 of the Planning Statement) that the existing barn was of “no particular heritage value” and “there is nothing to suggest that any element of the barn is worthy of retention”. Members strongly challenged these assertions, noting that the barn had been in situ for over a century and stood in a prominent local position. The existing barn was perfectly suited to the space in which it sat and was considered to be entirely in keeping with the agricultural heritage of the area. It would be preferable for the structure of the barn to be retained rather than demolished and rebuilt;</p> <p>ii) the Parish Council noted that permission to develop the property for residential use – whilst, importantly, retaining the original outer walls – had already been granted. Members considered that the previous application 3/2021/0307 gave a perfectly acceptable way forward, and wished to support the “fall-back position” approved in 2021. They saw no reason for the applicant to seek to go beyond this approval with a proposed demolition and rebuild;</p> <p>iii) the proposed design was considered to be out of keeping with the predominantly rural environment in which it would sit;</p> <p>iv) It was not apparent from the application that sustainability issues arising from the proposed demolition would be any greater than if the existing structure had been retained;</p> <p>v) members were concerned at the precedent which would arise from the approval of application 3/2023/0274. The applicant owned significant areas of land in the vicinity of Laneside Barn, extending from Grindleton Rd to the River Ribble and over to Ribble Avenue. Members feared that future applications to develop this important green area would be forthcoming, to the detriment of residents of Grindleton parish; and</p> <p>vi) the need to ensure that all bat surveys had been completed as required.</p>	LH
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	<p>Resolved Clerk to submit a consultation response to RVBC, prior to the deadline on 11 July, outlining the above concerns</p>	Clerk
12.	<p>Haweswater Aqueduct Resilience Programme (HARP)</p> <p>a) <u>Update – planning application 3/2021/0661</u></p> <p>Members were reminded that the position at the last meeting had been summarised as follows:</p> <ul style="list-style-type: none"> • prior to the meeting of RVBC’s Planning and Development Committee on 16 March 2023, the borough’s MP (Nigel Evans) had exercised his statutory powers to call in any decision to approve the planning application; and • on 16 March, the Planning and Development Committee had approved the application by a majority of 8 to 1. <p>It had been reported that, within the next 2-3 weeks, the Secretary of State (Michael Gove) would make a decision as to whether it was appropriate for the RVBC decision to stand, or whether he – as Secretary of State – should consider it more appropriate for a local Planning Inspector to be appointed in order to re-hear the application. This process would involve a further consultation exercise, to which the Parish Council would presumably be able to once again contribute. However, Cllr Horkin noted that some 16-17 weeks had now elapsed since the initial call-in by Mr Evans, and – despite Mr Evans seeking to encourage the Secretary of State to himself call in the application – no decision had yet been made. All parties remained keen for Mr Gove to come to a conclusion, with United Utilities said to be pursuing the matter via an application to the High Court.</p> <p>It was now being reported by local media that the Chairman of Newton-in-Bowland Parish Council had resigned, after the parish had emailed a number of senior Ribble Valley councillors and officers, warning that the Parish Council had no confidence in the Borough Council’s planning arrangements around the Haweswater scheme by United Utilities. It was understood that other such letters of no confidence may also have now been submitted.</p> <p>Whilst HARP had been discussed at the Parish Council Liaison Committee meeting on 22 June, this had been only in relation to other traffic issues and it had not been discussed as a topic of its own.</p>	
13.	<p>Lancashire Best Kept Village Competition 2023</p> <p>a) <u>Entry for 2023 competition</u></p> <p>Cllr Halley confirmed that no update on the parish’s entry for the 2023 competition had been received from the event’s organisers. It was noted that the sweeper had been in action on East View, and the Lengthsman had been spraying weeds as required.</p>	

<p>b)</p> <p>c)</p>	<p><u>Action Plan / Group walk</u></p> <p>It had been agreed at the May meeting that – following the group walk held on 2 May – tasks relating to the forthcoming Best Kept Village Competition would be incorporated within the existing Action Plan. As requested, the Clerk had now merged the two lists of tasks into a single composite document. Members went through the amended list on a line basis, and asked the Clerk to update the document accordingly.</p> <p>It was agreed that the list should also be amended to include the management of allotments.</p> <p>Resolved Clerk to update list accordingly</p> <p><u>Fly-tipping incident</u></p> <p>In late May, the Parish Council had been made aware of fly-tipping adjacent to the river gate by Grindleton bridge. As a result, the Chair had alerted members and also the landowner (James Towler); the offending items had been removed by Cllr Raywood and James, for which the Parish Council expressed its thanks.</p> <p>Members thanked Cllr Raywood for his efforts</p>	<p>Clerk</p>
<p>14.</p> <p>a)</p> <p>i)</p> <p>ii)</p> <p>iii)</p>	<p>Public Rights of Way (PROWs)</p> <p><u>Clarification of legal liability</u></p> <p>On 2 June, the Chair had engaged in correspondence with Steve Williams, a senior PROW officer at LCC. This correspondence was extremely useful in that it clarified the following points:</p> <p>i) landowners were under a statutory duty (as set out in section 146 of the Highways Act 1980) to maintain stiles and gate through which public rights of way pass;</p> <p>ii) where a parish council or any other body had interfered with a structure, they were inevitably considered to have incurred some liability with regards to the public using the structure. Members noted that any repairs to stiles undertaken by the Parish Council may therefore attract legal liability;</p> <p>iii) LCC’s Public Rights of Way Team would no longer maintain or repair stiles on a landowner’s behalf, partly to ensure that the County Council did not become liable for any accidents that may take place on the structure in the future. In practice, when a lawful stile was now reported as being out of repair, the County Council would seek to improve public access by providing a gate to the landowner (with their agreement) as a replacement for the stile. Where a landowner declined the offer of a gate, the responsibility to keep the stile in good repair remained with the landowner in accordance with their duties under section 146.</p> <p>Resolved Members noted the above</p>	

b)	<p><u>Potential funding – PNFS Improvement Fund</u></p> <p>The Clerk had received an email from PNFS indicating that funding may be available for footpath improvements. However, the message also indicated that Grindleton Parish Council - as a member of the PNFS - had already submitted an application for funding to that body, although this preceded the current Clerk's tenure. Members confirmed that this application was a historic one, relating to the Eccles Terrace footpath (discussed below).</p>	
c)	<p><u>Footpath off Eccles Terrace</u></p>	
i)	<p><u>Email correspondence – LCC</u></p> <p>At the May meeting, members had been updated on the site meeting which had previously taken place between the Chair, Clerk and owner of the land through which a permissive path would need to pass. As a result, members had agreed that a further email should be sent to Geoff Leneveson (PROW officer at LCC) to update him on the proposal for a permissive path and to seek his views accordingly. With input from and the agreement of the Chair, this email had been sent on 6 June; however, no response had yet been received.</p> <p>Resolved Clerk to seek an update from Mr Leneveson</p>	Clerk
ii)	<p><u>Site meeting</u></p> <p>With members' agreement, the Clerk had also written to the Woodland Trust, through whose land any permissive path would also need to cross. Following this email, a site meeting on 20 June had been attended by the Chair and Mr Colin Riley, Site Manager (Northern England) for the Woodland Trust. The Chair and Mr Riley had viewed the area; Mr Riley had commented that he could understand the Parish Council's position and that he would take the proposal to a meeting to be held on 23 June. Subsequently, Mr Riley had confirmed that the Woodland Trust would have no objection to the installation of the permissive path, and were prepared to trim the strip of land over which it passed the requisite 3 times per year. However, the Parish Council would be expected to install a gate (providing access to the permissive path) at the point where it entered the Millennium Wood from the site owned by the adjacent landowner. This begged the following questions:</p> <ul style="list-style-type: none"> • would the landowner agree to the installation of a gate by the Parish Council?; and • who would be responsible for maintenance of the gate? <p>Resolved Clerk to contact landowner and explore the above points</p>	Clerk
iii)	<p><u>Proposed information board at the entrance to the woodland at Buck Street</u></p> <p>Cllr Halley had previously raised the idea of an information board with the Woodland Trust, believing that this would have the benefit of encouraging visitors</p>	

to the woodland to understand and respect flora and fauna in the environment and promoting an ecological approach to being a Wildlife Friendly Village. Initially the Woodland Trust had refused the request, but had recently submitted a planning application to RVBC regarding the repair / replacement of footpaths and clearing of overgrowth throughout the woods. At his meeting with the Chair on 22 June, Mr Riley had suggested that an information board could potentially be added to the appropriate funding request and confirmed that he would take the idea to a meeting with his funding manager the following day.

In addition, Mr Riley had enquired whether Grindleton Parish Council would be willing to (i) make a financial contribution to the cost of the information board, and (ii) write a supportive letter to back up their grant request. With regard to the first point, members agreed in principle that a financial contribution was appropriate (the amount to be confirmed). The Chair offered to ensure that a local resident with a special interest in the woodland was kept informed of developments. On the second point, it was agreed that the Clerk would draft a letter of support for the information board and send it to Mr Riley.

Resolved

**Chair to discuss possible funding of the interpretation board with a local resident
Clerk to draft and send a letter of support**

**LH
Clerk**

d) Complaint 1 – Bolton by Bowland Parish Council – blocked footpath

In May 2023, a complaint had been received from a member of Bolton by Bowland Parish Council, expressing concern that a stile had been blocked off on an access route close to the summit of Beacon Hill, near Holden. With the agreement of the Chair, the Clerk had written to the landowner, who did not dispute that he had blocked the stile and diverted the footpath. However, he asserted that this action had been taken on the advice of the HSE and was intended to protect his livestock from walkers' dogs. The landowner maintained that no detriment had been suffered by walkers as a result of his actions, the diverted footpath emerging at the same place as the original footpath. He also claimed that - technically speaking – the trig point was not accessible by a PROW, as it lay some distance from the footpath; whilst as a landowner he was happy for people to cross his land and stand at the trig point, this was at his discretion and walkers had no entitlement to do so.

Members noted that the complainant had subsequently been advised of the outcome, and that he had thanked the Parish Council for its intervention on this matter. It was agreed that no further action need be taken at this time.

e) Complaint 2 - footpath diverted without consent

In early June, the Chair had noticed the diversion of a footpath on Grindleton Fell behind Higher Asker House/Farm. As the landowner was not known, with the agreement of the Chair the Clerk had reported the matter to PROW officers at LCC.

<p>f)</p> <p>g)</p>	<p><u>Complaint 3 - rotted stile</u></p> <p>A stile on FP0321047 (which ran from Chapel Lane to The Hey) had been found to be badly rotted. Two complaints had been raised by residents with the Parish Council. As a result, and with the agreement of the Chair, a letter had been sent to the landowner by the Clerk on 7 June 2023. The recipient of the letter had responded promptly to it, but intimated that - whilst she was struggling to address the matter now for personal reasons – it was possible that she was not the landowner; she felt that in fact the stile may be situated on neighbouring land.</p> <p>Since this correspondence, the Chair and her husband had walked over the stile – the top step of which had promptly collapsed. In light of this, the Chair had asked the Clerk to write to the neighbour of the person originally written to by the Clerk, with a view to exploring issues of land ownership with them. Members noted that this letter had been sent on 2 July, but no response received to date.</p> <p><u>Complaint 4 – rotted stile</u></p> <p>On 3 July, the Chair had advised the Clerk that she had encountered a rotten bottom step on a stile on land possibly owned by one of two local residents. Prior to any correspondence being sent, she was making enquiries to establish confirmation of land ownership.</p>	
<p>15.</p>	<p>Consultation on the proposed expansion of Bowland High School</p> <p>At the January meeting, members had debated at some length the proposed changes to the School Place Planning Delivery Programme 2023-25, as a result of which Bowland High School was listed for a permanent increase in its Published Admission Number from 110 to 140 places from September 2024. This would follow an agreed temporary expansion of 30 places from September 2023.</p> <p>As agreed, the Clerk had submitted a summary of the Parish Council’s discussion to LCC on 9 January. The period of consultation ended on 15 January 2023, with a final decision due to be taken by LCC’s Cabinet in February. No update on this decision had yet been received. However, members noted that the proposed timetable for implementation of any decision was understood to be as follows:</p> <ul style="list-style-type: none"> • February 2023 - final decision by Cabinet on Scheme • February 2023 - submission of proposal to DfE • Spring 2023 - DfE decision • September 2024 - implementation (if approved) <p>This information was largely provided for the benefit of new members to the Parish Council and – subject to further developments taking place - would henceforth be removed from the agenda.</p>	

16.	<p>Allotments</p> <p>a) <u>Lead Member – allotments</u></p> <p>It had been agreed at the May meeting that Cllr Bramwell would work with the Clerk in the capacity of “lead member”. Using a checklist devised by the Clerk, Cllr Bramwell and the Clerk had now undertaken an informal site visit on Monday 12 June. A report outlining the findings of the visit was presented for members’ consideration.</p> <p>As a result, the following were agreed:</p> <p><u>Plot 8</u></p> <p>This plot had recently been taken on by a village resident. However, it appeared that no more than 1/3 of the site had been cultivated, with the remainder left to grow wild.</p> <p>Members agreed that – subject to the tenant’s future intentions with regard to plot usage - plot 8 could potentially be split in two, with one half being retained by the tenant and the other half rented out to another resident.</p> <p>Resolved Clerk to contact the tenant of Plot 8 and explore with him the potential splitting of the plot</p> <p><u>Tenants’ meeting:</u></p> <p>Cllr Bramwell suggested that the Clerk should write to all tenants and ask them (i) to provide an email address to improve ease of communication and (ii) explore whether they would want to have a formal meeting with the Clerk / Cllr Bramwell in order to discuss areas of concern / possible improvements. Members agreed that this was a good idea, and asked the Clerk to pursue this.</p> <p>Resolved Clerk to write to all tenants</p> <p><u>Tenancy – Plot 1</u></p> <p>During their inspection visit, the Clerk and Cllr Bramwell had noted the continuing efforts made by the new tenants of Plot 1 to tidy up the site and wished to support them in their renovation activity. As a result, and following a further intervention by the Chair, the Lengthsman had been asked (and had agreed) to remove certain remaining items (left behind by the previous tenant) on his next visit. It was understood that the Lengthsman was in the process of acquiring a tip permit and would remove the items in the next two weeks.</p>	<p>Clerk</p> <p>Clerk</p>
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17.	<p>Miscellaneous matters</p> <p>a) <u>Permissive footpath (Pavilion to Hey Lane)</u></p> <p>It was understood that the proposal to establish a footpath from The Hey to Bowland High School had been discussed by the Parish Council in the past, but the possibility of establishing such a path had now once again been raised. Members agreed that the establishment of a footpath would be of benefit to the parish, but accepted that enquiries would now need to start from scratch once again.</p> <p>Resolved Clerk to add the proposal to the Parish Plan</p> <p>b) <u>Notice board come away from fixing</u></p> <p>On 2 June, the Chair had reported that emergency repair work was required to the Heritage Map notice board, and had arranged for Keith Hutton to repair this on a fee-paying basis. Keith had subsequently performed a temporary repair, but further work – such as concreting it in – would be required in the longer term). The Chair had also repainted the frame.</p> <p>Members considered that, as the frame had been painted and was now fairly sound, a more permanent repair could be deferred for the time being.</p> <p>c) <u>Storm damage to SID – insurance claim</u></p> <p>At the May meeting, it had been agreed that – due to ongoing operational concerns – the SID would be removed and scrapped. Cllr Wheler had now taken the SID down, and was seeking to sell it in order to reduce the Parish Council’s financial loss (leaving the existing post in situ for any future use).</p> <p>Members noted that, on 20 May, a complaint had been received from a local resident that the SID was permanently showing a smiley green face, which – due to its brightness – constituted light nuisance. The complainant had been intending to report the matter to RVBC, but had withdrawn his complaint when the SID had been taken down.</p> <p>d) <u>Youth issues</u></p> <p>At the May meeting, members had discussed the possible attendance of LCC Youth Services in the parish with a view to supporting young people. Cllr Halley was in the process of discussing with Youth Services how they would want the scheme to be marketed / promoted to local young people.</p> <p>In addition, the Clerk had been asked to raise the issue at the meeting of West Bradford Parish Council (held on 31 May) to see if there was any interest in seeking a joint approach across the two parishes. Members of West Bradford Parish Council had discussed the matter and confirmed their willingness to participate in a joint exercise with Youth Services, assuming that this was possible to arrange.</p>	Clerk
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18.	<p>Update from Ward Councillor present</p> <p>Cllr Horkin discussed the current political composition of the Borough Council, elected in May 2023, which was now led by a minority Conservative administration.</p> <p>The Borough Council had recently established that it was owed a total of £8.6m in unpaid “section 106 funding” (ie monies which developers had agreed to pay for community benefit as part of any grant of planning approval). Of particular concern was the sum of £4m which was outstanding from 2014-17. When combined with the £16m of reserves possessed by RVBC, these assets would render the Borough Council an attractive proposition for any “super-authority” (with an elected mayor) which may be introduced by an incoming government, whose priorities may lie with urban rather than rural areas.</p> <p>Cllr Horkin referred to the Rural Prosperity Fund (RPF), consisting of c£420k which RVBC had received from central government. The funding was intended to support projects in rural villages, and it was important to note that it would be returned to central government if not spent within the next 24 months. Bids from parish councils for between £25-50k would be welcomed within the next 3-6 months. Members discussed a number of possible funding bids, including:</p> <ul style="list-style-type: none"> • the establishment of a nature trail, to reflect the fact that Grindleton parish had more miles of footpath than any other parish in Lancashire; and • the creation of car parking spaces in the village. <p>Resolved All members were invited to consider possible areas for a future funding bid, and email ideas to the Clerk within 2 weeks Clerk to capture any ideas put forward and arrange for further discussion</p> <p>Cllr Wheeler enquired there was any prospect of assistance in completing applications for funding, a process which could be both time-consuming and complex. Cllr Horkin accepted this point, and undertook to discuss the availability of any support from LCC with County Cllr Mirfin.</p> <p>Resolved Cllr Horkin to explore</p>	<p>Clerk</p> <p>KH</p>
19.	<p>Other meetings</p> <p><u>GRGC</u> – no update</p> <p><u>Parish Councils’ Liaison Committee</u> – Cllr Halley had attended the meeting held on 22 June 2023. Cllr Halley asked if any member would be willing to attend future meetings with her, and Cllr Atkinson kindly volunteered.</p> <p>Resolved Cllr Atkinson to accompany Cllr Halley to future meetings of the PCLC</p> <p><u>LALC</u> – no update</p>	<p>PA/LH</p>

20.	Correspondence received	
a)	<p><u>Parking issues – Rum Fox</u></p> <p>A member of the public, Anne Huson, was in attendance for this item.</p> <p>In late May, Anne had raised with the Parish Council her concerns about the parking of vehicles on the Main St junction opposite the Rum Fox:</p> <p style="padding-left: 40px;">Cars are parked right on the corner far closer to the junction than they should be and sometimes they are on the pavement. This makes visibility very difficult.</p> <p style="padding-left: 40px;">A couple of days ago there were cars parked on both sides of the road at the bottom of Main Street right up to the junction causing chaos with cars turning into and coming out of the Main Street.</p> <p>In addressing the meeting, Anne emphasised that she was supportive of the Rum Fox as a business, and was keen to work with the premises’ management to resolve the problem, but she maintained that the situation was an “accident waiting to happen”. Members also stressed their support for the new business operating as the Rum Fox, and the Chair was pleased to report that the owner had been willing to engage with members on this issue (having offered to amend his online booking form and ask clients to park with courtesy).</p> <p>Members agreed that Anne’s concerns were valid, and discussed at length other possible solutions, noting that the Highway Code already prohibited the parking of a vehicle within 10m of a road junction. As such, it was felt that the introduction of white lines on the highway (as Anne advocated) was unnecessary, with members instead favouring the display of small signage on nearby walls to remind drivers of their responsibilities to park safely.</p> <p>Members thanked Anne for her attendance and agreed to monitor the situation moving forward, with further measures to be considered if the display of warning signage failed to bring about an improvement.</p> <p>Resolved Parish Cllr Wheeler to research the availability of appropriate signage</p>	GW
b)	<p><u>LCC – Safe Trader Scheme</u></p> <p>Members deferred consideration of this item to the next meeting.</p>	
c)	<p><u>B4RN for Grindleton and Sawley</u></p> <p>Members noted that an approach had been received from David Ryall, Project Development Manager for Broadband for the Rural North Ltd (B4RN). This organisation was a not-for-profit community benefit society which built ultrafast broadband networks in rural areas.</p> <p>(cont)</p>	

	<p>Resolved Clerk to invite Mr Ryall to a future meeting, where he could inform members in more detail about the work of B4RN</p>	Clerk
d)	<p><u>Registering local defibrillators</u></p> <p>The Parish Council had received a letter from central government regarding possible registration of local defibrillators on a nation database known as The Circuit. It was agreed that consideration of this item would be deferred to the next meeting.</p>	
21.	<p>Anti-Social Behaviour</p> <p><u>Motion to exclude the Press and Public</u></p> <p>That under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A of the Act: namely “information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.”</p> <p>The above motion was not voted on as no members of the public were present.</p> <p>The Chair gave an update on a confidential matter which had arisen.</p>	
22.	<p>AOB</p> <p>None</p>	
	<p>The next meeting of Grindleton Parish Council will take place at 7.30pm on Tuesday 1 August 2023 at Grindleton Pavilion</p>	

The meeting closed at 10.43pm.

Signed by:		
	Date:	Cllr L Halley
	1.8.23	Chair