



Members of Barrow Parish Council are summoned to attend a Council meeting on Monday 5 September 2022 at Whalley Old Grammar School, commencing at 7.00pm.

**Members of the public are welcome to attend.**

## Agenda

- 1. Apologies for absence.**
- 2. Approve the minutes of the Ordinary Council meeting held on 18 July 2022.**
- 3. Parish Council AGM Minutes (30/05/2022)**  
Approve that Minute 22/085. Be changed to read *Councillor J Brown be appointed to the Whalley, Wiswell and Barrow Joint Interim Burial Committee.*
- 4. Declarations of disclosable pecuniary and other registrable and non-registrable interests.**  
Members are reminded of their responsibility to declare any disclosable pecuniary, and other registrable and non-registrable interest in respect of matters contained in the agenda.
- 5. Public participation (if any).**

### ITEMS for DECISION:

- 6. Finance Report:**  
Report of the Clerk (enclosed) to approve the:
  - Accounts to date.
  - Payments as set out in the report.
- 7. Improving the Amenity.**  
Report of the Clerk (enclosed), updating members on the latest activities and to approve expenditure of no more than £300 for improving small plots of land situated within the village.

### ITEMS for INFORMATION:

- 8. Boundary Stones.**  
Report of the Clerk (enclosed), updating members on the latest situation.
- 9. Planning Report.**  
Report of the Clerk (enclosed) to consider planning matters since the previous meeting.
- 10. Working Group Update.**  
Report by the Chair of the Working Group (enclosed) updating members of the progress being made.
- 11. Road Safety.**  
Report of the Clerk (enclosed) updating members on the meeting with the Deputy Crime and Police Commissioner and other road safety initiatives.

By virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, the press and public are excluded from the next agenda item.

**ITEM for DECISION:**

**12. Burial Committee.**

Update and draft proposal for consideration.

*Mike Hill.*

Clerk and Responsible Financial Officer to Barrow Parish Council.

Email: [clerk@barrowparishcouncil.org.uk](mailto:clerk@barrowparishcouncil.org.uk)

Phone: 07582 670562

web: [www.barrowparishcouncil.org.uk](http://www.barrowparishcouncil.org.uk)

# Agenda Item 2



## Draft

### Minutes of the meeting of the Parish Council held on Monday 18 July 2022

<b>Present:</b>	Councillors: L Street (Chair), E Kinder, J Brown, D Chiappi and L Crook		
<b>In attendance:</b>	Committee Clerk, Councillor D Birtwhistle and five parishioners.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	21:20

#### 22/097 APOLOGIES FOR ABSENCE.

There were no apologies for absence.

#### 22/098 DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.

There were no declarations of interests.

#### 22/099 TO CONSIDER THE MINUTES OF THE PARISH COUNCIL - ORDINARY MEETING.

Minutes of the 30/05/2022 Ordinary Meeting were approved as a correct record and signed by the Chair.

#### 22/100 TO CONSIDER THE MINUTES OF THE PARISH COUNCIL - OPEN MEETING.

Minutes of the 30/05/2022 Open Meeting were approved as a correct record and signed by the Chair.

#### 22/101 TO CONSIDER THE MINUTES OF THE PARISH COUNCIL - ANNUAL GENERAL MEETING (AGM).

Minutes of the 30/05/2022 AGM were approved as a correct record and signed by the Chair.

#### 22/102 PUBLIC PARTICIPATION.

Five parishioners were present at the meeting and wished to contribute to Agenda Item 9 (Boundary Stones) which was brought forward. See minute 22/106 below.

#### 22/103 FINANCE REPORT.

The Clerk submitted a report to seek approval for the payments shown in the table below and the accounts to date.

RESOLVED THAT COMMITTEE:

1. Approve the accounts to date.
2. Approve the following payments:

Payee	Description	Gross £	VAT £	Net £	Min. Ref
Whalley Educational Foundation	Room hire for Council meetings x 2	52.00	0.00	52.00	22/037
Local resident.*	Contribution to fuel used in improving the Admiral Taverns car park.	300.00	0.00	300.00	22/064 (b)
Parish Clerk	Salary: 01/04/22 to 30/06/22	1,872.00	0.00	1,872.00	Contract
Parish Clerk	Expenses: 01/04/22 to 30/06/22	251.37	0.00	251.37	Contract
HMRC	Income tax: 01/04/22 to 30/06/22	468.00	0.00	468.00	Contract
HMRC	Employer NIC	9.78	0.00	9.78	Contract

\*No receipt for this item

Payee	Description	Gross £	VAT £	Net £	Min. Ref
PM+M	Payroll Services: 01/04/22 to 30/06/22	33.30	5.55	27.75	22/021 (d)
Oaklea Gardening	Maintain Trafford Gardens	56.25	0.00	56.25	Contract
Parish Clerk	Wooden Planter	55.90	9.32	41.62	22/063 (3)
Sabden Parish Council	Tarmac: Area in front of basketball net and entrance to the play area.	1,420.00	0.00	1,420.00	21/055
Sabden Parish Council	Contribution to Lenghtsman Scheme 2022/23	1,500.00	0.00	1,500.00	22/103
Cllr. Kinder	Sealer for new benches	23.20	0.00	23.20	22/063 (2)
<b>Totals</b>		<b>6,041.80</b>	<b>14.87</b>	<b>6,021.97</b>	

\*No receipt for this item

## 22/104 IMPROVING PARISH AMENITIES.

The Clerk submitted a report asking members to consider the purchase of a new bench to replace the one located near the bus stop at the Golf Club end of Barrow; to consider the purchase of a larger refuse bin for installation on Barrow Playing Fields and to consider expenditure to move the 'Barrow Sign' to a new location. In addition, if the Committee agree to purchase a new bench or recondition the existing bench, it is recommended that they approve no more than £200 to improve the area where the bench is located.

RESOLVED THAT COMMITTEE:

1. Approve the purchase of a new bench if the cost of reconditioning the existing bench is deemed too expensive.
2. Authorise the clerk to establish the costs of reconditioning the existing bench and report back to members.
3. Approve, subject to the necessary permissions and approvals being obtained, the expenditure of no more than £200 to improve the pocket of land where the bench is located.
4. Approve the replacement of the black hooded bin with a burgundy bin with spider attachment as set out in the report and authorise the Clerk to contact RVBC to make the necessary arrangements.
5. Will consider relocating the Barrow sign once it has been established where the boundary stone is to be located and other signing options.

## 22/105 RENTING SPACE AT THE REAR OF OLD ROW

The Clerk submitted a report requesting members to reconsider a request by Asad Ejaz, trading under the name of 'Crust n Slice' to rent space on the land at the rear of Old Row for the sale of pizzas. Members were reminded that at their meeting on 9 May 2022 they approved the application in principle with the provision that the Council first improve the surface of the car park. Now that the road surface has been improved, members are recommended to authorise the Clerk to inform both RVBC and Mr Asad that his applications is now approved.

RESOLVED THAT COMMITTEE:

Authorise the Clerk to inform both RVBC and Mr Asad that his applications is approved. Subject to the following conditions:

- a. Any contract would be on a rolling two months with the Parish Council being able to terminate the contract after the end of any two-month period.
- b. A parking space cannot be guaranteed.
- c. To prevent accidents, Mr Asad needs to provide sufficient lighting.
- d. RVBC approve the application.

## **22/106 BOUNDARY STONES**

The Clerk submitted a report requesting members to consider a request by a Trustee of the Barrow Action Group Funds (BAG) for Barrow Parish Council to apply to Lancashire County Council (LCC) for a license to locate boundary stones at either end of the village.

Members were reminded that:

- BAG was initially set up by a group of independent villagers to fund the development of a community centre.
- A Trustee Agreement stated that if by the 31 January 2002 there was no prospect of a building, property or suitable land becoming available for a community centre, the trustees would canvass Barrow residents and seek suggestions as to the use of the fund. To this end, in September 2014 the trustees approved expenditure for the installation of two boundary stones.
- A BAG Trustee has recently been in contact with LCC and has been informed that a license is required to install boundary stones on land adopted by LCC Highways and that Barrow Parish Council are a body that can apply for a licence.

After a vigorous debate, which included the five parishioners who were in attendance.

RESOLVED THAT COMMITTEE:

1. Defer further consideration of the Item until additional information from the various landowners where the stones are proposed to be located is available.
2. To ensure that BAG engages with the wider community and that any design is sustainable, it was agreed that the design, look and location of any boundary stone should ideally be agreed by BAG and the Council.
3. Authorise the Clerk to prepare an update report for the next committee meeting.

## **22/107 PLANNING REPORT**

The Clerk submitted a report informing members of the relevant planning applications that had been submitted since the last meeting. Members were reminded that the weekly and decided lists of planning applications are available to view on the RVBC website by using the link below:

[https://www.ribblevalley.gov.uk/weekly\\_lists](https://www.ribblevalley.gov.uk/weekly_lists)

RESOLVED THAT COMMITTEE:

Note the contents of the report.

## **22/108 LENGHTSMAN SCHEME**

The Clerk submitted a report updating members on the Lengthsman Scheme and to seek approval for the 2022/23 scheme contribution.

Members were reminded that:

- An element of the cost of the Lengthsman scheme is met by RVBC in the form of the Concurrent Function Grant Scheme.
- Based on 2021/22 expenditure and the Council's planned activities, it would seem sensible that a contribution of £1,500 should be made for 2022/23.

RESOLVED THAT COMMITTEE:

Noted the contents of the report and approve expenditure of £1,500 as a contribution to the 2022/23 Lengthsman's Scheme.

## **22/109 LCC PARISH and TOWN COUNCIL CHARTER 2022-2024**

The Clerk submitted a report informing members of the Parish and Town Council Charter issued by Lancashire County Council (LCC) which sets out the relationship between LCC and Parish Councils.

RESOLVED THAT COMMITTEE:

Agree to ratify the Charter.

## **22/110 PARISH PLAN**

The Clerk submitted a report asking members to consider the areas of activity as set out in the report and confirm that they are the Council's priorities for the short and medium term.

Members were reminded that at its meeting on 4 April 2022 they agreed to consult with parishioners to ensure their views could be reflected in the Council's decision-making process and in this regard had agreed to set up a Working Group that would consider how best to consult with parishioners.

Members considered a range of additional activities including, improving the roundabout at Barrow Brook, maintenance of the lodge at Barrow Brook, litter prevention and collection on the Playing Fields and around the Barrow Brook Trade Park.

RESOLVED THAT COMMITTEE:

Authorise the Clerk:

1. To set up a meeting of the Working Group at the earliest opportunity.
2. To contact potential volunteers, who can be co-opted onto the Working Group.
3. Work with Councillors Birtwistle and Street to contact owners of the land and properties where improvements are proposed.

## **22/111 USE OF SPEED INDICATOR DEVICES (SPiDs)**

After a pre-meeting presentation by Councillors: Rennie Pinder and Dexter Stubbs from Altham Parish Council, who Andy Pratt the Deputy Police and Crime Commissioner for Lancashire had recommended as experts in the use of SPiDs by parish councils in Lancashire.

RESOLVED THAT COMMITTEE:

Authorised the Clerk to contact Rennie Pinder and confirm that the Council would like to go ahead with the rental of SPiDs on the terms discussed at the meeting, subject to:

- a. Lancashire County Council agreeing to install SPiD back plate brackets in the appropriate locations.
- b. Written confirmation from Altham Parish Council as to the charges and terms discussed.

## **22/112 FUTURE MEETINGS**

The next Committee Meetings are scheduled as follows:

Monday 5 September

Monday 24 October

Monday 5 December

All meetings start at 7:00pm and are being held at Whalley Old Grammar School, Station Road, Whalley.

*By Virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, the press and public were excluded from the next agenda item.*

## **22/113 BURIAL COMMITTEE**

Councillor Brown updated members on matters relating to the Burial Committee.

## **22/114 EMPLOYMENT MATTERS**

Members agreed that the Parish Clerk's three-month probationary period had been completed successfully.

**Signed by Chair:**

**Date:**

# Agenda Item 6

## For Decision



Meeting Date: 05/09/2022

Title: **Finance Report to 29/08/2022**

Submitted by: Clerk and Responsible Financial Officer

### **Purpose of the report:**

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

### **Recommendations:**

1. Approve the Report.
2. Approve the Schedule of Payments.

## Schedule of payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Minute Ref.
1	AB/LN	Ribble Valley Borough Council	Annual Grounds Maintenance Charge for 2022/23: Playing Fields and Trafford Gardens	428.75	71.46	357.20	11/09/22	Contract Renewal
2	751	Oaklea Gardening	Maintenance Trafford Gardens	56.25	0.00	56.25	16/09/22	Contract
3	55823	Play Inspection Company	Inspection of play equipment	83.40	13.90	69.50	24/09/22	Contract
4		Cllr. E Kinder	Plants and sealer for wooden planter	40.16	0.00	40.16	06/09/22	22/063 (3)
<b>Totals:</b>				<b>608.56</b>	<b>85.36</b>	<b>523.11</b>		

# Receipts for the period 1st April 2022 to 31st March 2023.

Bank			Income Streams					Totals
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants	Other Grants	Sundry	
04/04/2022	00204582	RVBC - 2022/23 precept	21,000	0.00	0.00	0.00	0.00	21,000
03/06/2022	Unity Bank	Balance as at 03/06/2022	0.00	0.00	0.00	0.00	100.00	100
<b>Total:</b>			<b>21,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>	<b>21,100</b>

**Note:**

Switch from Barclays Bank to Unity Trust Bank occurred 17/06/22 = £27,015.32  
 Unity Trust bank had a balance of £100 on 16/06/22  
 Unity Trust Balance after Switch = £27,115.32

## Payments for the period 1st April 2022 to 31st March 2023

Dates		(NC) = Not Cleared (DD) = Direct Debit (UB) = Unity Bank		Administration Expenses						Amenity Expenses			Sundry Expense	VAT	Total
CHQ Stub	Bank Recon.	CHQ No.	Details	Clerk Salary	HMRC/ NIC	Home Use & Expenses	General Admin.	Website/ Easyweb	General Costs	Ground Maint. etc.	Playing Field	Amenity Capital etc.			
	01/04/22	DD	Easy Web					24.00						3.60	<b>27.60</b>
04/04/22	14/04/22	100232	LALC: Membership Subscription						319.41					-	<b>319.41</b>
04/04/22	14/04/22	100233	Oaklea Garden Services							56.25				-	<b>56.25</b>
04/04/22	11/04/22	100234	Clerk: Use of Home, Mileage and other expenses			144.30									<b>144.30</b>
		100235	Void												-
04/04/22		100236	HMRC		427.20										<b>427.20</b>
04/04/22	20/04/22	100237	PM+M Payroll Solutions				55.50							11.10	<b>66.60</b>
		100238	Void												-
12/04/22	19/04/22	100239	Clerk: 3 months salary	1,708.80											<b>1,708.80</b>
12/04/22	09/05/22	100240	Whalley Educational Foundation						65.00						<b>65.00</b>
12/04/22	04/05/22	100241	Purchase of bunting										39.55	7.90	<b>47.45</b>
12/04/22	25/04/22	100242	RVBC: lease of land at rear of Old Row Barrow									100.00			<b>100.00</b>
12/04/22	25/04/22	100243	RVBC: Ground Maintenance							346.80				69.36	<b>416.16</b>
		100244	Void												-
		100245	Void												-
		100246	Void												-
	03/05/22	DD	Easy Web					38.00						7.60	<b>45.60</b>
17/05/22	19/05/22	100247	Oaklea Garden Services:							56.25				-	<b>56.25</b>
17/05/22	20/05/22	100248	Joti Ltd: Jubilee Bench:									556.66		111.33	<b>667.99</b>
17/05/22	31/05/22	100249	Whalley Educational Foundation						26.00						<b>26.00</b>
17/05/22	23/05/22	100250	Stuart McGregor: Painting Barrow sign							44.00					<b>44.00</b>
17/05/22	25/05/22	100251	RVBC: Emptying bins on playing field								416.00			83.20	<b>499.20</b>
	01/06/22	DD	Easy Web					38.00						7.60	<b>45.60</b>
		100252	Void (mistake of amount on cheque)												-
01/06/22	15/06/22	100253	AER Accountants						200.00						<b>200.00</b>
01/06/22	17/06/22	100254	Mulberry Tree Management - Trees Assessment						150.00					30.00	<b>180.00</b>
01/06/22	22/06/22	100255	Notice Board Company									906.00		181.20	<b>1,087.20</b>

Dates		(NC) = Not Cleared (DD) = Direct Debit (UB) = Unity Bank														
		Administration Expenses								Amenity Expenses						
CHQ Stub	Bank Recon.	CHQ No.	Details	Clerk Salary	HMRC/ NIC	Home Use & Expenses	General Admin.	Website/ Easyweb	General Costs	Ground Maint. etc.	Playing Field	Amenity Capital etc.	Sundry Expense	VAT	Total	
01/06/22	09/06/22	100256	Joti Ltd:Bench (Trafford Gardens Bench)									427.09		85.42	512.51	
01/06/22	07/06/22	100257	Oaklea (Wheel barrow + plants at Barrow Sign)							66.10					66.10	
01/06/22	07/06/22	100258	Oaklea Gardening (Improve Trafford Gardens)							600.00					600.00	
01/06/22	08/07/22	100259	Clr. E. Kinder (plants near Jubilee Bench)							46.98					46.98	
01/06/22	12/08/22	100260	Parishoner Margaret Farrent (plants under N/B)							21.16					21.16	
	30/06/22	UB	UB Service Charge				18.00								18.00	
	01/07/22	UB	Easy Web					38.00						7.60	45.60	
	01/07/22	UB	Three months Salary - Clerk	1,872.00											1,872.00	
	07/07/22	UB	Clr. E. Kinder (teak oil x 2 for new benches)							23.20					23.20	
	20/07/22	UB	HMRC		477.78										477.78	
	20/07/22	UB	Whalley Educational Foundation						52.00						52.00	
	20/07/22	UB	Oaklea Gardening Services							56.25					56.25	
	20/07/22	UB	Clerk (Purchase of Wooden Planter)									46.58	9.32		55.90	
	20/07/22	UB	Clerk (Expenses for three months)			251.37									251.37	
	22/07/22	UB	Sabden PC (cost of tarmac on playing fields)								1,420.00				1,420.00	
	22/07/22	UB	PM+M Payroll Solutions (three months)				27.75							5.55	33.30	
	22/07/22	UB	Sabden PC (Lenghtman Scheme)									1,500.00			1,500.00	
	01/08/22	UB	Easy Web					38.00						7.60	45.60	
	09/08/22	UB	Clr. E Kinder (plants and sealer for planter)							40.16					40.16	
<b>TOTALS</b>				<b>3,580.80</b>	<b>904.98</b>	<b>395.67</b>	<b>101.25</b>	<b>176.00</b>	<b>812.41</b>	<b>1,357.15</b>	<b>1,836.00</b>	<b>3,536.33</b>	<b>39.55</b>	<b>628.38</b>	<b>13,368.52</b>	

# Summary of Receipts and Payments

	£
Balance brought forward at 1st April 2022:	12,384
Add total <b>receipts</b> to date:	21,100
Less total <b>payments</b> to date:	(13,369)
<b>Balance:</b>	<b>20,116</b>
	£
<b>Unity Trust Bank Balance as at 29/08/22:</b>	<b>20,116</b>

If these two figures are significantly different an explanation is required.

Payments not cleared:

Ref.	£

£
0
20,116

# Comparisons as at 29/08/22

	FINAL ACCOUNTS 2021/22	AGREED BUDGET 2022/23	ACCOUNTS TO DATE 2022/23
<b>INCOME</b>	<b>£</b>	<b>£</b>	<b>£</b>
RVBC Precept:	14,430	21,000	21,000
RVBC Grants:	1,111	0	0
HMRC VAT Refunds:	290	0	0
Sundry and Other Income:	113	0	100
	<b>15,944</b>	<b>21,000</b>	<b>21,100</b>
<b>EXPENDITURE</b>			
<b>Administration Expenses:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff Costs - Clerk's salary:	5,044	7,488	3,581
Staff Costs - Employers Tax and NIC:	64	1,950	905
Staff Costs - postage, stationary, phone etc.):	785	650	396
General Admin.:	0	200	101
Website - hosting and maintenance:	216	600	176
General Costs - Insurance:	1,009	1,200	0
General Costs - Audit fees:	200	200	200
General Costs - Legal fees:	35	0	0
General Costs - Room hire etc:	25	200	293
General Costs - LALC Subscripton:	279	290	319
	<b>7,657</b>	<b>12,778</b>	<b>5,971</b>
<b>Amenity Expenses:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Parish lengthsman scheme:	1,500	1,500	1,500
RVBC - car park rental:	100	100	100
Car park - maintenance:	0	400	0
Playing field - renovation and maintenance:	15	2,500	1,420
Playing field - inspection fee/Other inspections:	68	100	0
Playing field - annual service:	1,404	400	0
RVBC - bin emptying:	398	500	416
RVBC - ground maintenance:	0	420	347
Trafford Gardens - ground maintenance	0	700	769
Amenity Capital Spend (Bench, NB etc.)	0	700	1,936
General maintenance and improvement	692	1,500	242
	<b>4,177</b>	<b>8,820</b>	<b>6,729.48</b>
<b>Sundry Expenses:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Burial Committee precept:	145	145	0
Christmas trees, lights and bunting:	300	400	40
Remembrance Sunday - wreath:	25	25	0
Defibrillator costs:	10	200	0
Sundry donations:	0	200	0
	<b>480</b>	<b>970</b>	<b>40</b>
<b>VAT on Expenses to be Reclaimed:</b>	<b>£</b>	<b>£</b>	<b>£</b>
	222	0	628
<b>Total Expenditure:</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>12,536</b>	<b>22,568</b>	<b>13,369</b>
<b>SUMMARY:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income:	15,944	21,000	21,100
Expenditure:	(12,536)	(22,568)	(13,369)
	<b>3,408</b>	<b>(1,568)</b>	<b>7,731</b>
<b>BALANCE:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance brought forward at 1 April:	8,975	12,384	12,384
Add surplus / less deficit from year:	3,408	(1,568)	7,731
Balance carried forward:	<b>12,384</b>	<b>10,816</b>	<b>20,115</b>

# Agenda Item 7

**For Decision**

<b>Meeting:</b>	<b>5 September 2022</b>
<b>Title:</b>	<b>Improving Parish Amenities</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

## 1. Purpose of the report.

To update members on the matter of the bench near the bus stop at the Golf Club end of Barrow and to approve expenditure of no more than £300 to improve small plots of land situated within the village and to further improve Trafford Gardens.

## 2. Bench.

Members will be aware that at the July meeting it was resolved that the purchase of a new bench would be dependent on the cost of reconditioning the existing bench and that they authorised the Clerk to establish the costs of reconditioning the existing bench and report back to members.

### 2.1 Update.

Councillor Birtwistle has been able to refurbish the bench (see image below) at minimal cost to the Council. In addition, the Clerk has asked the Lengthsman to tidy up the whole the area and jetwash the paving stones under the bench.



## 3. Additional Expenditure.

Members will be aware that since April 2022 they have approved £600 to improve Trafford Gardens, £200 to improve the area near the Barrow sign and £200 to improve the small plot of land near the reconditioned bench (see above).

Councillor Kinder has taken the lead in making these improvements and it has become apparent that parishioners have welcomed the improvements and several compliments have been received, it is also apparent that additional expenditure could further enhance these small plots of land including Trafford Gardens and provide year-round colour.

**4. Members are recommended:**

- a. To note the contents of the report.
- b. To approve expenditure of no more than £300 for making additional improvements to the small plots of land and Trafford Gardens

-000-

# Agenda Item 8

## For Information

<b>Meeting:</b>	<b>5 September July 2022</b>
<b>Title:</b>	<b>Boundary Stones</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### 1. Purpose of the report.

To update members on the matter of Boundary Stones which was discussed at the Council's 18 July meeting (Agenda Item 9, Minute reference 22/106).

### 2. Background.

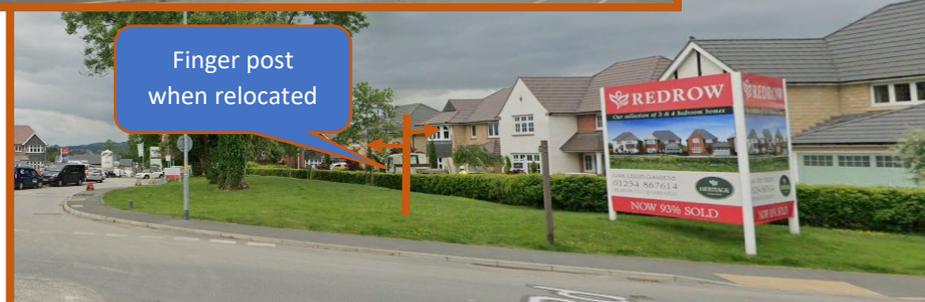
Members will be aware that at the July meeting it was resolved that any decision on the location, size and design of any boundary stones would be deferred until additional information from the landowners of the proposed locations was available. This information is now available.

### 3. Suggested Locations.

Two locations were proposed for the Whalley End of the village, and one location for the Golf Club end. All proposed locations are on Whalley/Clitheroe Road.

#### 3.1 Site 1 - Whalley end of the Village: (see images below)

Site 1 is on the Redrow 'Mound', the grassed area set back and in front of the new Redrow housing development, adjacent to Dogwood Lane and near the mini roundabout/junction with Whalley Road and Whiteacre Lane. I am now informed that Redrow have given their permission to locate a boundary stone at this location. Redrow have also started the process of reinstating the finger post that used to be located opposite the junction with Whiteacre Lane.



### 3.2 Site 2 - Whalley end of the Village: (see images below)

Site 2 is on the grass verge running parallel to the Eagle car park, opposite the Whalley sign and just after the Barrow/30 mph sign. I am informed that the owners of the land have given their permission to locate a boundary stone at this location.



### 3.3 Site 3 - Golf Club end of the Village: (see image below)

Here the stone would be located on the small-grassed area adjacent to the pavement, in front of Audley House. There is a bus stop on the site and a recently reconditioned bench. LCC have confirmed that they have no records showing their ownership of the land and therefore the Council would not need to seek their permission to install a boundary stone.



#### 4. Style, Size and Wording:

Examples of the types of boundary stones typically in use is shown below.

*The images were kindly provided by a local stone mason.*



#### 5. Recommendations:

Members are recommended to:

- a. Note the contents of the report.
- b. Consider the locations, size, shape, and wording on any stone.
- c. Authorise the Clerk to inform interested parties of the Council's preferred locations of any boundary stones and the preferred, size, style, and wording on any boundary stone.
- d. Authorise the Clerk to continue discussions with the relevant landowners.

-oOo-

# Agenda Item 9

## For Information



<b>Meeting:</b>	<b>5 September 2022</b>
<b>Title:</b>	<b>Planning Report</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### 1. Purpose of the report.

To inform members of the planning applications relating to Barrow received by Ribble Valley Borough since the last Committee Meeting.

### 2. Applications since the last Committee Meeting:

Members are reminded that the weekly and decided lists of planning applications are available to view on the RVBC website by using the link below:

[https://www.ribblevalley.gov.uk/weekly\\_lists](https://www.ribblevalley.gov.uk/weekly_lists)

- 26 August: No Applications.
- 19 August:

<b>3/2022/0482</b>	Application for tree works <b>Development Address:</b> 29 Barrow Brook Close Barrow BB7 9UN	<b>Development Description:</b> Light crown reduction to lime tree, removal of all dead wood and epicormic growth.	<b>Grid Reference</b> 373686 438187
<b>DATE VALID:</b> 12/08/2022	<b>Officer:</b> David Hewitt 01200 425111		
<b>3/2022/0781</b>	Outline <b>Development Address:</b> Land to the north of Ribble Valley Enterprise Park Barrow BB7 9WF	<b>Development Description:</b> Outline application for the development of land north of Ribble Valley Enterprise Park to provide up to 23,959 sq m of new commercial/employment floorspace. Requesting consideration of access with all other matters reserved.	<b>Grid Reference</b> 374062 438394
<b>DATE VALID:</b> 11/08/2022	<b>Officer:</b> Nicola Hopkins		

- 12 August:

<b>3/2022/0769</b>	Application for tree works <b>Development Address:</b> 27 Barrow Brook Close Barrow BB7 9UN	<b>Development Description:</b> Tree works to two lime trees. Remove all dead wood overhanging garden and footpath, remove epicormic growth.	<b>Grid Reference</b> 373694 438183
<b>DATE VALID:</b> 11/08/2022	<b>Officer:</b> David Hewitt 01200 425111		

- 5 August:

<b>3/2022/0769</b>	Application for tree works <b>Development Address:</b> 27 Barrow Brook Close Barrow BB7 9UN	<b>Development Description:</b> Tree works to two lime trees. Remove all dead wood overhanging garden and footpath, remove epicormic growth.	<b>Grid Reference</b> 373694 438183
<b>DATE VALID:</b> 11/08/2022	<b>Officer:</b> David Hewitt 01200 425111		

- 29 July: No applications
- 22 July: No Applications
- 15 July:

<b>3/2022/0624</b>		<b>Grid Reference</b>	
<b>DATE VALID:</b> 07/07/2022	Advertisements <b>Development Address:</b> Clitheroe Golf Club Whalley Road Barrow BB7 1PP	<b>Development Description:</b> Two new, single-post, externally-illuminated, gallows-style signs with suspended panels to be installed on either side of the main entrance.	373884 439302
<b>Officer:</b>	Mark Waleczek 01200 425111		
<b>3/2022/0626</b>		<b>Grid Reference</b>	
<b>DATE VALID:</b> 08/07/2022	Application for tree works <b>Development Address:</b> 23 Barrow Brook Close Barrow BB7 9UN	<b>Development Description:</b> Remove deadwood and epicormic growth to lime tree.	373716 438178
<b>Officer:</b>	Alex Shutt 01200 425111		

- 8 July: No applications

Of interest: For Pendleton but could impact Barrow residents.

<p>Planning Application No: 3/2022/0624          Grid Ref: 373884 439302          Proposal: Two new, single-post, externally-illuminated, gallows-style signs with suspended panels to be installed on either side of the main entrance.          Location: Clitheroe Golf Club Whalley Road Barrow BB7 1PP</p>
---

### 3. Members are recommended:

To note the contents of the report and set out any actions relating to the planning applications mentioned.

-oOo-

# Agenda Item 10

For Information/Decision



<b>Meeting:</b>	<b>5 September 2022</b>
<b>Title:</b>	<b>Parishioner Consultation - Working Group</b>
<b>Submitted by:</b>	<b>Councillor E. Kinder (Chair of the Working Group)</b>

## 1. Purpose of the report.

To update members on the activities of the Parishioner Consultation Working Group.

## 2. Background.

Members are reminded that at their meeting on 4 April 2022 they agreed to consult with parishioners to ensure their views could be reflected in the Council's decision-making process and agreed to set up a Working Group that would consider how best to consult with parishioners. The first meeting of the Working Group was held on 28 July 2022 where the members nominated Councillor E. Kinder as Chair.

## 3. Actions and Timeframes.

At the 28 July meeting the following actions and time frames were agreed:

Action and Timeframe	Who	When
Investigate the use of local Facebook/social media groups.	Chair	ASAP
Issue draft survey to Members for feedback.	Clerk	ASAP
Co-opt 'known' volunteer parishioners onto WG	Chair/Clerk	ASAP
Present draft survey to Members for approval.	Clerk	05 Sept.
Post approved survey on website, agreed social media and hard copy for notice board, possible door-drops and possible face to face/group consultations.	WG/Clerk	September
Arrange meetings with 'other' parishioner volunteers.	WG	September
Collate survey results and issue to members.	Clerk	Oct./Nov.
Add suggestions from survey to existing Action Plan	WG/Clerk	Oct./Nov.
Submit revised Action Plan to Council for approval	Clerk	5 December

#### 4. Status of Current Actions

Current Action	Update	Next Steps
Investigate the use of local Facebook/social media groups.	The administrator of the Barrow Brook Community Facebook Group has said we can post to the site.	<ul style="list-style-type: none"> <li>• Clerk to post meetings dates, venues, links to the Council’s website pages.</li> <li>• Members to post as required.</li> </ul>
Issue draft survey to Members for feedback.	The survey has been issued and several Members have responded	Clerk to submit draft survey to 5 September meeting for approval.
Co-opt ‘known’ volunteer parishioners onto WG	One local parishioner has volunteered.	Chair to meet with the parishioner
Post approved survey on website, agreed social media and hard copy for notice board and door-drops and possible face to face/group consultations.		Following Committee approval it will be posted to the agreed channels
Arrange meetings with ‘other’ parishioner volunteers.		Members of the WG to arrange this.

#### 5. Draft Survey.

The current version of the survey is shown in Appendix 1 and incorporates the recent comments received.

#### 6. Members are recommended:

- a. To note the contents of the report especially the Actions and Timeframes.
- b. Approve the survey as shown in Appendix 1.

-oOo-

# Appendix 1



## Parishioner Survey

The Parish Council is keen to establish the views of a cross-section of local residents to enable it to prioritise its activities going forward.

Name

First Name

Last Name

E-mail \*

example@example.co.uk

1) Overall how would rate life in the village.

1    2    3    4    5    6    7    8    9    10

Not good Fantastic

2) How long have you lived in Barrow

- Less than 1 year                       1-5 years  
 5-10 years                                       10+ years

3) How often have you contacted a Parish Councillor?

- Very Often  
 Often  
 Never

4) How satisfied are you with:

	Not Satisfied	Somewhat Satisfied	Satisfied	Very Satisfied
Litter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Levels of crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anti-social behaviour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traffic issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leisure/play facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village up keep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Noise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Levels of new developments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5) Which of the following would you like the Parish Council to improve/action. \*

- |   |  |
|---|--|
| <input type="checkbox"/> Public open spaces and rights of way | <input type="checkbox"/> Road surfaces and road markings   |
| <input type="checkbox"/> Grassed areas and flower beds        | <input type="checkbox"/> Village signage and notice boards |
| <input type="checkbox"/> Boundary stones                      | <input type="checkbox"/> The Playing Fields                |
| <input type="checkbox"/> Seating/benches and picnic areas     | <input type="checkbox"/> Street lighting                   |
| <input type="checkbox"/> Activities for children              | <input type="checkbox"/> Speeding                          |
| <input type="checkbox"/> Public/dog bins                      | <input type="checkbox"/> Other                             |

6) Please leave any other comments or suggestions on how the Parish Council can improve the village.

Type here...

Submit

# Agenda Item 11

## For Information



<b>Meeting:</b>	<b>5 September 2022</b>
<b>Title:</b>	<b>Road Safety</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### 1. Purpose of the report.

To update members on the meeting with Andy Pratt MBE, Deputy Police and Crime Commissioner for Lancashire and provide an update on other road safety initiatives.

### 2. Road safety Initiatives.

Members are reminded that Cllr. Street and the Clerk met with Andy at his offices in Preston on 27 June to discuss the excessive speed of vehicles in Barrow.

Following on from that meeting and at Andy's suggestion, at the last Committee Meeting members enjoyed a presentation from Rennie Pinder and Dexter Stubbs from Altham Parish Council regarding Speed Indicator Devices (SpIDs).

At the July meeting it was resolved that the Council would go-ahead with the rental of SPiDs from Altham Parish Council on the terms discussed at the meeting, subject to:

- a. Written confirmation from Altham Parish Council as to the charges and terms discussed.
- b. Lancashire County Council agreeing to install SPiD back plate brackets in the appropriate locations.

On Point a, Altham Parish Council have confirmed that the deployment, installation, and subsequent removal of two units (one on either carriageway) for seven days, downloading data and providing it to the Council would cost £200.

On point b, Rennie is waiting for LCC to get back to him.

#### 2.1 Update.

Since the last committee meeting, the Clerk has been informed that RVBC are looking to obtain 3 SPiDs which they will loan to Parish Councils. The Clerk is keeping abreast of this initiative and will report back once more details are available.

### 3. Meeting with Andy Pratt.

On 3 August Cllr. Kinder and the Clerk met with Andy in Barrow and walked along Whalley Road and into Barrow Brook Trade Park discussing traffic issues.

From that meeting, Andy provided some 'simply' actions the Parish Council can take to help reduce speed. These are set out in the table below.

## Possible Actions

Cut foliage so speed signs are visible.

Report worn out road markings to LCC. *This has been reported.*

Consider volunteers to be trained as a Community Road Watch group.

Look to get the local school involved - young people using speed cameras.

Identify locations for SpID back plate brackets and inform Rennie.

In addition, Andy provided a list of useful contacts and a price list of LCC charges. For example a post installation for a SpID is £100.

#### 4. Members are recommended:

- a. To note the contents of the report.
- b. To nominate a Councillor to implement the Possible Actions as set out in the table above and lead on other road safety initiatives.

-000-