

Kelbrook and Sough Parish Council
12th March 2024 at 7:00 pm

Chairman: Sharon Ashley
Clerk: Carole Singleton

Email: clerk@kelbrookandsoughparishcouncil.org.uk
Website: www.kelbrookandsoughparishcouncil.org.uk

1. Welcome

The Chairperson Cllr. Ashley welcomes all to the meeting

2. Attendance, Apologies and non-attendance

In attendance: Chair Ashley, Cllrs Elly, Katiff, Galway, Mayers
Apologies for absence: Cllrs Ellis, Slinger

3. Declarations of Interest

Members are reminded of the legal requirements concerning the declaration of interests. Member must declare a disclosable pecuniary interest in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, it is suggested that a Member with a disclosable pecuniary interest leave the room where the meeting is held while and discussion or voting takes place.

No declarations of interest

4. Public forum

Members of the public present to be offered the opportunity to address council on any relevant subject not already on the agenda. Maximum time allotted 10 minutes.

Any questions/comments for Council for items on the agenda to be sent via post/email to the clerk clerk@kelbrookandsoughparishcouncil.org.uk 24 hours before the meeting.

Tony Butterworth - Kelbrook Phoenix spoke on behalf of Kelbrook Phoenix

5. Minutes

To approve minutes from the meetings held on Tuesday 9th January 2024 and Tuesday 14th November 2023.

Chairman Ashley Proposed **minutes of 14th November** be accepted as a correct record.
Seconded by Cllr Elley.

Resolved: approved as a true record

Minutes of 9th January proposed as a true record by Cllr Mayers. Seconded by

Resolved: approved as a true record

Vote: Should the minutes be published when in draft? it was unanimously agreed the minutes be approved before published where possible.

6. To approve and authorise payment of the following invoices

<u>DATE</u>	<u>PAYEE</u>	<u>INVOICE DETAILS</u>	<u>AMOUNT</u>
23 24	ICO	data protection fee	£35.00

Previously paid by cheque at a cost of £40 a direct debit will cost £35.

Resolved: to pay by direct debit

7. Other Financial Matters

- Reconciliation of accounts - approved by Cllr Latiff
- Update on budget spending - approved
- VAT claim - ready for submission - awaiting vat invoice for benches
- Internal Auditor booked for 19 4 24.

8. Update of on-going issues from other meetings

WCAC Meeting- Cllrs Mayers and Latiff attended

- resurfacing of Waterloo Road - coming from mini resurfacing scheme due to take place in Spring for £85,000. Cllr Whipp awaiting clarification
- Euravia - Cllr Mayers asked regarding smell emanating from Euravia.

9. Planning Applications Received

24/0060/FUL. Land to the East of Struntley Bank, Colne Road, Kelbrook. FULL: Retention of vehicle display/sales area with associated boundary fencing

Responded to - available to see on PBC Planning portal

22/0633/FUL. Land off Cob Lane and Stone Trough lane Kelbrook. Variation of condition: Vary Condition 3 (Materials) of planning permission. Kailey Purcell

Responded to - available to see on PBC Planning portal

24/0088/OUT. Land surrounding Harden New Hall Farm, Cob Lane, Kelbrook. Full: formation of 5 ponds with associated works. Yorkshire Wildlife Trust.

Responded to - available to see on PBC Planning portal

24/0154/FUL. Land to the North West of Stone Trough House, Old Stone Trough Lane, Kelbrook Full: erection of timber stables and change of use of land to horsiculture. Mrs Sam Lane

Resolved- No objections

10. Police Business

Nothing to report

11. Updates

Playground -

- a number of quotes for repair of safety floor surfacing.
- On a rolling 12 months lease therefore difficult to get grants.
- 3 Quotes for software all local companies.
- Issues with obtaining extension to lease.
- Kelbrook and Sough parish Council were looking for a longer lease however the department for education needs retain the land incase the school needs to expand. Will only be offered a rolling 12 month lease.
- Will keep repairing. Rather than replacing
- Well used. Only managed one quote. To obtain further quotes.
- Atkinson to power wash, still too wet to get the van on the land awaiting better weather to clean and paint.

12. Correspondence

- Kings portrait - **ordered by the clerk**
- Tony Butterworth Kelbrook Phoenix - spoke during the public forum
- Kelbrook Phoenix currently have a 5 year lease for the changing rooms at Sough Park ending 24th August 2028

- Only have a lease on the pitch until 24th August 2024.
 - Looking for support from the Parish Council to approach Pendle Council with a regards a long term lease.
 - Thanks for the funding for the footpath and the support by Kelbrook and Sough Parish Council
- Resolved:** Phil Riley the Parks representative emailed Chairman Ashley re potential meeting and what they provide under the maintenance. To arrange a meeting to discuss the lease within the meeting. Chairman Ashley to email and copy Tony in.

13. Policy, Standing Orders and risk assessment updates

A number of policies to update over the next couple of meetings

Resolved: Defer to next meeting

14. Social Media Policy Update

Amendments agreed - Any Parish councillors and the clerk responsible for update and posting content.

Resolved : clerk to make amendments

15. Clarification on meeting minutes

<https://www.facebook.com/share/v/pkQtqFUiVrxJsJv3/?mibextid=KsPBc6>

16. Grant applications

- **Kelbrook School** - Parish Council have received a grant application from the Kelbrook School. £500 to set up a gardening scheme within the school grounds for the children. Any surplus grown will be given to the lunch club and given for community use.
- **Resolved:** unanimously approved
- **WCAC** - Parish Council have received grant from WCAC towards improvements on the playground and Kelbrook Phoenix

Parish Council have received a Grant from Pendle Borough Council for planting 6-8 trees.

17. Road signs top of main Street and bottom of Church Lane

- Deferred from last meeting.
- Cllr Ellis suggested a sign advising not suitable for HGVs.
- Money away for road safety.
- Cllr Latiff to look into costings and signs
- Concerns have been raised re dog fowling and impact on sheep in lamb.
- Cost for 25-30 signs re dog fowling - looking around £200 mark - leading out of the villages on most walked area. Also approached by farmers in Kelbrook and need to be pro-active.
- Propose pre-authorise £250 on signage and dog fowling. **Approved**

18. To confirm the date of the Annual Parish Council Meeting at 7:00 followed by the Parish Council Meeting on 14th May 2024. Venue to be confirmed.

Meeting ceased at 7:45

