

**Minutes of the meeting of West Bradford Parish Council held on Wednesday 29 August 2018 at West Bradford Village Hall**

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| Members present: | Parish Cllr A Bristol (Chair)  Parish Cllr H Best  Parish Cllr R Chew  Parish Cllr M Fox  Parish Cllr M Wood |
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| Apologies: | Cllr P Elms (RVBC)  Cllr B Hilton (RVBC) |
| Members of the public present: | Mr A Marsden |

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| 1. | **Disclosure of interest:**  None received |  |
| 2. | **Minutes of the Last Meeting (27 June 2018):**  The minutes were signed by the Chair as a true and accurate record of the meeting. (No formal meeting had been held in July).  Proposed by: Cllr H Best  Seconded by: Cllr M Fox  Matters arising:  None |  |
| 3. | **Public questions, comments or representations:**  None |  |
| 4. | **Update from Ward Councillors present:**  None |  |
| 5. | **Extended closure of Bradford Bridge**  Members noted the ongoing correspondence with Lancashire County Council (as Bridge Authority) in relation to the traffic problems associated with Bradford Bridge. In particular, they considered the response from LCC on 2 July 2018 and made the following observations:   1. the response confirmed that LCC had “received the results of the traffic survey and it did identify a very small percentage of heavy goods vehicles crossing the bridge”. Members queried what the “small percentage” was in numerical terms and asked the Clerk to pursue this point; and 2. the response went on to say that “long articulated vehicles do not impose a risk, it is the shorter rigid vehicles that do. Therefore a length restriction would not resolve the issues here.” Members felt that this contradicted their own understanding of the nature of the problem, with longer vehicles being felt to be a major cause of damage to the bridge, and with longer vehicles being identified at the previous public meeting as a significant issue by residents with professional HGV driving experience. Again, the Clerk was asked to pursue this matter.   **Resolved**  **Clerk to raise both these issues with LCC** | **Clerk** |
| 6. | **Overview of financial position:** |  |
| a | **Monthly accounts – June 2018**  The Clerk submitted details of income and expenditure for the month of June 2018 for approval by the Parish Council and signing-off by the Chair.  **Resolved**  **That the record for June 2018 as presented would be signed off** | **Chair** |
| b | **Monthly accounts – July 2018**  The Clerk submitted details of income and expenditure for the month of July 2018 for approval by the Parish Council and signing-off by the Chair.  **Resolved**  **That the record for July 2018 as presented would be signed off** | **Chair** |
| 7. | **Planning applications considered**  No new planning applications were put forward for consideration. However, members noted that the roadside fence at Ivy Cottage on Chapel Lane had now been reduced in height, in accordance with Planning requirements. |  |
| 8. | **Governance arrangements: External audit - Annual Governance and Accountability Return 2017/18 (AGAR)**  The Clerk confirmed that confirmation of the outcome of the external audit was still awaited, and that this matter would therefore be considered at the next Parish Council meeting.  The Clerk did express concern at the current inability to access the village website (westbradford.org.uk) for technical reasons; this would place the Parish Council in a difficult position when it was expected to publish the outcome of the audit through the website.  **Resolved**  **Chair to raise this matter with the previous Clerk to see if he could provide any further explanation in the short term**  **Cllr Chew to explore a further potential resource in the form of a village resident who may be able to assist moving forward** | **Chair**  **RC** |
| 9.  a | **War Memorial / centenary celebrations**  Outcome of special meeting on 25 July to discuss final arrangements for service of dedication  Members considered the action plan produced by the Clerk following the special meeting held on 25 July. The plan was broadly accepted as an initial draft, although in working through its contents the following comments were made:   * Tim’s Kitchen should be invited to quote for catering arrangements (including cake and sandwiches in a buffet format); * the Clitheroe Advertiser should also be informed about the forthcoming event; * a display of printed material should be produced for consideration at the post-dedication gathering, along with a everyday items from the wartime period; * the Powerpoint presentation initially drafted by the Clerk would be further refined by Cllr Chew; * Cllr Wood would provide a selection of appropriate music from the period for playing at the post-dedication event; * Parish councillors would meet at 1pm on Saturday 15 Sept to prepare the village hall venue, and at 9.45am at the village hall on Sunday 16th to make final preparations; * ideally, the post-dedication event would be held in the bar area of the village hall, but (subject to numbers) it may be necessary to expand into the main hall area with additional tables etc; * Cllr Chew would provide tea, coffee and milk for the post-dedication event; * Pilling’s Farm would need to be alerted to the likely numbers of people seeking access to the Coronation Gardens site on 16 Sept; * it was agreed that it would be appropriate to reserve the seating at the Coronation Gardens for use by the mayor and residents with mobility issues on 16 Sept; and * a further approach would be made to Hanson Cement regarding their offer to support the catering costs at the post-dedication event.   **Resolved**  **All to note above arrangements and undertake as appropriate**  **Clerk to update the action plan accordingly** | **Clerk**  **Clerk**  **HB / MW**  **RC**  **MW**  **All**  **RC**  **RC**  **Clerk**  **Clerk** |
| b | Arrangement with John Foley  It was noted that John Foley would be planting out at the Coronation Gardens site on Friday 31 August, with the assistance of Cllrs Best, Chew and Wood. |  |
| c | Donations received  Members noted that the current overall total of financial donations received was £4867; of this, £1700 had come from charities / voluntary groups and the remainder from village residents. This was considered an excellent show of support by villagers, which the Parish Council genuinely appreciated. |  |
| d | Railings  Members noted that the new railings had been fitted on 24 August 2918 – they were felt to complement the war memorial re-development and the Clerk was asked to feed back the Parish Council’s appreciation to the manufacturers.  **Resolved**  **Clerk to feed back to North Valley Forge** | **Clerk** |
| 10 | **Defibrillator** |  |
|  | This matter was deferred in the absence of any further progress on the provision of training for use of the defibrillator. |  |
| 11 | **Lancashire Best Kept Village competition**  The Clerk was pleased to report that the village had reached the final of the Lancashire Best Kept Village Competition 2018. The final round of judging was due to take place on Wednesday 29th - Friday 31st August. In addition, an official invitation for two representatives of the parish council to attend the results and presentation event at The Villa in Wrea Green had been received; this was scheduled for 15 October 2018 commencing at 2.30pm.  **Resolved**  **Chair and Vice Chair to be nominated to attend the award event on 15 October** | **Clerk** |
| 12 | **Reports from sub-committees / other meetings attended**   * Playing Field / Village Hall – an inspection of the play areas had revealed minor issues only with no real cause for concern. The Committee was considering its next steps in terms of capital investment, but was intending to install a new barrier in the near future. * Parish Council Liaison Committee – no update * Lancashire Association of Local Councils – no update * Hanson Cement – Cllr Wood reported that an open day was scheduled for the 29 September 2018. In addition, the next liaison meeting was due to be held on 20 September 2018 (Cllr Wood was asked to attend and thank the company for its support in relation to the war memorial project). * Lengths-man scheme – Cllr Wood raised issues relating to the Lengthsman which the Clerk agreed to look into. | **MW**  **Clerk** |
| 13 | **Correspondence / requests received** |  |
| a | Appointment of new secretary to the Best Kept Village competition  Members noted that the Parish Council had been advised of the appointment of a new secretary for the Best Kept Village competition (Ms Ann Alty of Preston). |  |
| b | Possible future provider of insurance  Members noted that an unsolicited approach had been made from Came & Company (Local Council Insurance providers) who were interested in quoting for the Parish Council’s future business needs. It was agreed that the Clerk would contact the company and advise them when our current policy was due for renewal, with a view to seeing whether alternative insurance provision could be more cost-effective.  **Resolved**  **Clerk to pursue** | **Clerk** |
| 14 | **Any Other Business** |  |
|  | Members queried the recent construction work taking place in the brook adjacent to Clitheroe Rd. Cllr Wood informed members that this due to the erection of a salmon ladder, this being necessitated by the discovery of rare white-tailed crawfish). |  |
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|  | **Date / time of next meeting:**  The next scheduled meeting of West Bradford Parish Council will be held at 7.30pm on Weds 26 September 2018 at West Bradford Village Hall in the lounge. |  |

**The meeting closed at 8.35pm.**

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| Signed by: |  | |
|  | Date:  26.9.18 | Cllr A Bristol  Chair |