

READ PARISH COUNCIL

06/09/2023

A meeting of the Parish Council was held at **Read & Simonstone Village Hall, 6 East View, Read, BB12 7PS on Wednesday 6th September 2023 at 7.00p.m.**

Present: Chairman: Councillor Hacking
Councillors: Anderson, Greenhough, McKelvey Neary & Pollard.

In attendance: April Collinson (Clerk) & Graham Meloy (new Clerk)

0 members of the public attended.

1. **Apologies for absence** – Apologies were received from Councillors A Hanson & R Hanson as well as Borough Councillor Peplow.
2. **Declarations of Councillors' Interest and dispensations**
 - 2.1 **To receive declarations of interest from Councillors *on items on the agenda.* - none**
 - 2.2 **To receive requests for dispensations for disclosable pecuniary interests (if any) – none**
 - 2.3 **To grant any requests for dispensation as appropriate – none**
3. **To approve the minutes of the previous parish council meeting held on 5th July 2023 – approved**
4. **Matters arising from the above minutes not on the agenda – none**
5. **Public participation – none**

6. Borough Councillor's Report – a report had been received from Borough Councillor Peplow summarised below;

Borough Councillor Peplow offered his apologies that he was unable to attend the Parish Council Meeting in person, unfortunately he did have a clash with another meeting on the same evening. In his absence he had provided a report to be submitted to the Parish Council;

Ribble Valley Borough Council has had its summer recess in August so few Committee meetings were held.

Full Council was held on 11th July confirming the commitments of Councillor Peplow and Councillor McCrum Committees as follows:

Councillor Peplow: Community Services, Licensing, Parish Liaison

Councillor McCrum: Accounts and Audit, Economic Development, Policy and Finance

Councillor Peplow attended the Community Services Committee on 22nd August and successfully requested that an additional box was added to the application form used by recreation and culture groups to apply for grant funding from Ribble Valley Borough Council. This now asks how the project contributes towards environmental sustainability and will encourage applicants to consider the issue and give environmental groups an opportunity to demonstrate how their work will make a difference in this respect.

He has requested a meeting with the Head at Read St John's CE Primary School to introduce himself and discuss issues of mutual concern but is yet to receive a response so will be following up with a further request as it is believed a meeting will be very useful.

Parish Chair Councillor Hacking advised that Read Parish Council have had to arrange and pay for clearing the waste fly-tipped on the car park outside Read Cricket Club.

Councillor Peplow advised he was very unhappy that this is the case but has been informed by Sarah Wells, the Partnership Officer at Ribble Valley Borough Council, that no funding currently exists within Ribble Valley Borough Council to support the Parish with these waste disposal costs. However, he did confirm that Sarah is looking into how Read Parish Council can apply for grant funding towards the cost of installing CCTV cameras at high risk fly-tipping locations to deter future problems and assist with prosecutions if needed. Councillor Hacking is in direct contact with Sarah on this matter but Councillor Peplow will provide the Parish with any further support he can.

Contact has been made with County Councillor Ged Murfin in connection with road safety and a long conversation has taken place with him about the different issues of concern. Councillor Murfin has asked for an email summary of the measures considered necessary to improve road safety as soon as possible. He has not yet agreed to meet on site but at least a dialogue has commenced and Councillor Peplow will be maintaining the pressure on Lancashire County Council through Councillor Murfin. All residents who witness road safety related incidents or crashes are encouraged to notify the Parish Council AND Police whether or not any person is injured or the Police attend. He emphasized that Police data is collected by the County Council to provide support for any road safety improvements and therefore this reporting is essential to improve the Parish's case and requests for road safety improvements.

Councillor Peplow has arranged to meet a member of staff from Ingham and Yorke on Friday to request permission from the Huntroyde Estate to erect some community road safety awareness signs on Estate land bordering Back Lane and Whins Lane in suitable locations. This will also be the case on Back Lane, Whins Lane, Trapp Lane and Sadden Road in Simonstone. It would be a major boost if the Huntroyde Estate supports our rural lanes road safety campaign.

Councillor Peplow has continued to report potholes, trip hazards and blocked road drains using the 'LoveCleanStreets' app that is available to download free from Google Play Store or Apple's App Store. He advises he is aware of repairs being completed on Greenacres/East View, Tennyson Avenue, Straits Lane, Windsor Close and Buckingham Drive following his recent reports. He would encourage all residents who are confident using a smart phone to report any defects with roads, footpaths or hedges that they come across. The app is easy to use and keeps whoever reported a fault up to date with progress. He advised he was very pleased to see that the white stop line and "STOP" marking has been remarked at the junction of Straits Lane with Whalley Road. This had been completely missing following a dig up during roadworks and has finally been restored at this busy junction many months after he first reported it. The County Council is sometimes very slow to do the work but we will only get these things done if we ask for them by reporting them.

Councillor Gaye McCrum & Councillor Peplow held their first Councillor Drop-in sessions at Read and Simonstone Village Hall on 22nd July and 26th August from 10-11am and were very pleased to meet some residents on both days. We will now be alternating between Read and Simonstone Village Hall and the Simonstone Old C of E School on School Lane. The next drop-ins at Read and Simonstone Village Hall are;

10-11am Saturday 28th October 2023

10-11am Saturday 25th January 2023

10-11am Saturday 22nd March 2023

We will be displaying a flyer in the Notice Board outside Read and Simonstone Village Hall showing these future dates. The alternate months' drop-ins (none held in December) will be held in Simonstone.

He spoke with PCSO Katie Ferguson and asked her to take action on any problem parking & obstructions on Straits Lane near the School and field during term time and when football is being played as I had been approached about this by residents.

7. Clerk's Report – Handover has started with the new clerk Graham Meloy

8. Reports from external meetings – A Road Traffic Safety Meeting took place – it was reported that the majority of parishes that have joined the group are mainly from rural villages and that the main concern seems to be speeding. The group is working to decide on pinch points. Each Parish will need to compile a report evidencing the main issues and how best these could be rectified for example by lowering speed limits or introducing traffic calming measures.

9. Playground – The bin on the playground was noted to be overflowing. It was considered that this was likely due to a recent cricket match as well as increased use due to the warm weather, the bin has been emptied since.

At the entrance there is a metal gate, this has a wooden piece attached to it which has become rotten, this is likely to be picked up on the ROSPA report.

Observations have been made where families seem to be walking together into the playground with one adult taking a dog onto the playing field. It was considered whether a new or moved sign may help resolve this issue. Discussions were taken up that often signs are ignored. It was noted that one of the self-closers on the gates does not work correctly.

10. Allotment Management Committee report –

Two new notices for the gate between the carpark and the football pitch have been erected. The allotments have a waiting list of 10 with two new tenants moving in. A gate and fence repair have taken place. Upon inspection the majority of the allotments are in good condition. 7 allotments were noted to need more attention. One plot has been requested to be divided into two uneven plots, this was agreed. Allotment documents have been updated, the main changes are that the paragraphs have been reordered to make the terms clearer. Some additional terms were added and some given further clarification;

- Tenants must be over 18
- Tenants must live within parish boundaries
- The named tenant must be main user of the allotment
- Tenants may be evicted from the allotment if they moving out of the boundary of the village or are caught fly tipping.
- New tenants are only entitled to $\frac{3}{4}$ of a full plot.
- The clerk is to be advised of any changes to contact information as soon as possible.

There was a suggestion of rules surrounding the use of self composting toilets and it was noted that there are no toilets within close walking distance. Councillors discussed that this may be covered by the clause about leaving the allotments in a respectable condition.

Regarding the Allotment tenant details document; both papers usually need to be signed and returned. It was discussed whether this could be completed digitally rather than having to print, complete and scan or post the document.

Discussed making payments via the post office to reduce administration and confusion when checking which residents have paid. Payment is due on 1st November so allotment invoices will be sent out in the next few weeks.

Regarding plot 1a and plot 3a, one tenant may have moved to Padiham but may be moving back once a home renovation has been completed. The tenant of Plot 1a is responsible for maintaining a fence between the allotments which is in need of repair. It was suggested that the details could be checked against the electoral register. Discussed that failure to notify the clerk about any change of address may breach the tenancy

agreement.

Information came to light that the tenant of 1a was starting a new career and would be moving out of the parish.

RESOLVED: Councillors agreed to give notice to clear the allotment 1a due to moving out of the area. A second letter to the tenant of 3a asking to confirm their main residence address.

Discussions about rent increases took place however councillors agreed to discuss this at the next meeting. It was discussed that the deposit held was not held in high enough regard that people are deciding to leave the allotment in a mess and lose the deposit.

Councillors discussed that allotments are not supposed to run at a profit however rents could be increased with a view to making improvements to the access road. Any increase would need to run in line with RPI.

Originally the allotment land was donated to the village however the cost of water and lengthsman repairs as well as road repairs should be considered.

11. Decision Items;

a) Grit Bin Berkley Drive

A resident had made a request for grit bin on Berkley Drive. It was noted that this area gets quite snowy and icy when the weather is wintery. It had been suggested that the grit bin could be placed by the Ginnel however this would cause an obstruction. Many dwellings have driveways along the road which would make placement difficult. This would need to be looked at carefully. It was discussed that many residents may not want a grit bin outside their residence. It was hoped that Lancashire County Council may fund this however this is not guaranteed.

RESOLVED: The matter will be discussed with residents to see if a location could be found for the grit bin.

b) Camera for Car Park

Sarah Wells at Ribble Valley Borough Council was contacted regarding the issues with fly tipping and allotment break-ins, she was asked if any funding for a camera would be available. The Cricket Club have agreed to let the Parish Council place a camera on their land where they will be erecting a pole to place a light, they have also agreed to allow the Parish Council to use their internet to connect this.

This will be added to the agenda to be discussed at the next meeting.

c) Car park & games area improvements

A quote was returned for a Multi use games area of £150,000. This would be to install a games area without making any improvements to the road. Enquiries will be made into whether any further funding would be available. It was noted that the users of mobility scooters are struggling to use the carpark due to its condition.

Discussions took to sources of funding and events which could be hosted to raise funds toward carpark improvements. Previously local businesses have been asked to contribute however were unwilling to do so. Plans for tarmacking the length of road through the middle of the carpark to the field gate will be drawn up and quotes will be attained for this. This would allow the road to be more usable and allow cars to park off to the sides of the tarmacked area.

RESOLVED: enquiries into funding will be made and quotes for a carpark repair will also be sought

d) Boundary Hedge

The boundary hedge is the hedge by the allotment road, this hedge has an agreement attached where residents are not allowed to remove this. In return the Parish Council pays to cut the hedge. Some residents do not want theirs cutting, some complain of the mess this causes, some residents would be happy to maintain this themselves. Unfortunately the cutting is not scheduled and is done when passing so residents cannot be given a date for when this will take place.

It was noted that beyond a the turn in the road, residents seem to be maintain the hedge themselves and so this will not need cutting beyond the turn.

e) New Clerk

Graham Meloy has started on 1st September 2023 and the current clerk April Collinson will leave the Parish Council on the 17th September 2023. Handover has already started and will continue as necessary.

f) Seniors xmas meal

The Seniors Christmas Meal has been scheduled for Thursday 7th December at the Higher Trapp. The cost is £20 per head and this has been booked for 80 people to be split evenly between the two parishes of Read and Simonstone, the cost will also split £10 per person to be paid by the parish council and £10 per person to be paid by each resident attending. It had been suggested that 6 raffle prizes could be purchased to allow for a raffle to take place on the evening with the cost of this to be split between the parishes.

RESOLVED: Councillors agreed this provided Simonstone Parish Council is also agreeable.

g) Autumn/Winter Newsletter

This will be going to printers in November along with Parish Plan Questionnaire for both items to be delivered to residents together. The seniors Christmas meal will be advertised as well as the Christmas tree light up event being advertised. This event will take place on 8th December from 6pm for the tree switch on and blessing with refreshments and drinks available after this in the Village Hall.

h) Parish Plan

A copy of the proposed questionnaire was circulated to councillors who agreed to make slight amendments and for this to go out to residents with the newsletter.

i) New Notices on Carpark & Allotments

New notices have been installed on the carpark and allotments.

j) Plaque on George Lane Bench

A new bench has been installed to replace the damaged one on George lane the new bench has a plaque dedicating it to commemorating the coronation of King Charles III.

k) Maintenance of benches around the village

The Bench on Straits Lane has received a varnish and refurbishment. Other benches will need to be assessed to check for maintenance issues and necessary repairs.

RESOLVED: Councillor Neary agreed to walk around the village and check some of the local benches.

l) Civic/Celebration Sunday

Councillors discussed that the Civic/Celebration Sunday has previously taken place in September, there is currently no date set for this and there was a discussion about whether this should take place every year or every other year.

m) Vehicle charging points chargers on local car parks

Councillors discussed whether charging points for vehicles could be placed on the carpark near the playground. It was discussed that there are different connection types and different charging speed. Councillors discussed that it is unlikely that a company would install a charging point for free. There are options to own a charging point outright, partially or to rent one from a company. If rented a company may install the device themselves and would likely take most of the profit. Lancashire County Council are working with schools regarding vehicle charging points. There are currently trials for households to have cables going out of the house without this being a tripping hazard. The use that any charging point would get may be quite minimal if placed on the playground carpark.

It was brought up that the telephone kiosk could have been used as a charging point, this is still awaiting disconnection by BT. Councillors discussed that this has

gone beyond the expected timescales and asked the clerk to write to councillor Peplow about the issue.

n) Read Motor Bodies

The Solicitors have been contacted to chase up the lease for Read Motor Bodies, they gave assurances that this should be resolved soon. The solicitors are awaiting the lease returned.

o) Tree reviews

The fir trees between the football pitch and the allotments are causing some concern as well as some of the trees on Church Street Gardens. It was suggested that Dave Hewitt at Ribble Valley Borough Council could be contacted to review these.

p) Football and Cricket Leases

Lease invoices have gone out recently this is £250 for the Football Club and £60 for the Cricket Club.

q) Road Safety/young tractor drivers

The PCSO has been contacted about a recent incident involving a young tractor driver. The confirmed that 16 year olds can drive tractors on the road legally, the driver involved in the incident was over 18 so can drive all tractors on the road. It was unclear from the incident log whether further action will be taken.

The road safety working group has brought forward some proposals for action along with a checklist of items needed. It costs £5000 to change a speed limit. However other solutions may be more viable. Suggestions include rumble strips and speed countdowns. It was suggested that a speed camera would help resolve issues as well as worn out rumble strips being replaced. It was noted that there is a lack of funding and resources for road safety issues. Councillors discussed that requests need to be realistic so lowering the speed limit through the village is unlikely to be viable.

RESOLVED; Councillors resolved to ask for a speed camera as well as to revitalise the rumble strips.

r) Hedgerows along footpaths

Straits lane path is becoming overgrown with hedgerows. It was noted that it is mentioned in the newsletter as a remainder to residents to keep hedges tidy to ensure everyone can get around the village easily.

s) New Lengthsman Rates

The new lengthsman had been finding his current rate too low and had requested an increase to £20 per hour. The quality of his work appears to be to a good standard and the scheme is already good value for money.

RESOLVED: The rates increase was agreed

12. Correspondence – none

13. Planning Applications/Decisions/Enforcements – There was one planning application received since the time of the last minutes;

Planning application; 3/2023/0633, Brookside Old Roman Road, Read, BB12 7RX

Proposed single-storey extension to rear to form attached annex and extension of existing parking area (pursuant to variation of conditions 2 and 3 of permission 3/2022/0069 to reflect reduction in size of the annex).

No Objections

14. Finance & Accounts:

a) Payments

03/07/2023	Bench – George Lane	£356.40
24/07/2023	Bench Plaque	£45.00
24/07/2023	Environment Group Grant – Home Eco Kit	£150.00
24/07/2023	Water Plus	£56.06
24/07/2023	DM Payroll Services	£60.00
24/07/2023	R&S Village Hall – hall hire for interviews	£53.49
24/07/2023	Clerk's Wage (July)	£296.00
31/07/2023	Skip Hire	£192.00
31/07/2023	Allotment Bond return	£50.00
18/08/2023	Insurance	£555.68
18/08/2023	Higher Trapp Xmas meal deposit	£25.00
18/08/2023	Water Plus	£58.19
18/08/2023	Car Park Signs	£37.12
18/08/2023	Clerk's Wage (August)	£296.00

b) Income

27/07/2023	Allotment Deposit (12B)	£50.00
03/08/2023	HMRC VAT Return	£979.62
22/08/2023	Allotment Deposit received (18D)	£50.00

c) Bank reconciliation as at 31st August 2023

Opening Balances 01.07.23			
Community Account	£19,990.41		
Business Saver Account	£9,679.59		
Skipton Building Society account	£45,000.00		£74,670.00
Add: Receipts			£1,079.62
Less: Payments			£2,230.94
Balance			£73,518.68

15. Items for the next agenda

- **Summersgill Estate**
- **Allotment rent review**
- **Cricket club lease review**
- **Football club lease review**
- **Carpark camera**
- **Parish Plan & drop boxes for return**

The meeting ended at 8.50pm.

The Next Meeting will take place on 4th October 2023.