

**Minutes of the meeting of West Bradford Parish Council held on Wednesday 31 May 2017 (directly after the AGM) West Bradford Village Hall**

|  |  |
| --- | --- |
| Members present: | Parish Cllr A Bristol (Chair) |
|  | Parish Cllr H Best (Deputy Chair) |
|  | Parish Cllr Ruth Chew |
|  | Parish Cllr M Fox  Parish Cllr M Wood  Cllr P Elms (RVBC) |
| Apologies: | Cllr B Hilton (RVBC) |
| Members of the public present: | Peter Bamber (re War Memorial) |

|  |  |  |
| --- | --- | --- |
| 1. | **Disclosure of interest:**  None received |  |
| 2. | **Minutes of the Last Meeting (26 April 2017):**  The minutes were signed by the Chair as a true and accurate record of the meeting.  Proposed by: Cllr H Best  Seconded by: Cllr M Wood  Matters arising:  Members discussed the quote which had been received for the proposed work on the kissing gate, and agreed to proceed with the work on that basis.  **Resolved**  **Parish Cllr Fox to contact the tradesman submitting the estimate and arrange for the work to be carried out**  **The required wood would be purchased from Empress Timber (with the Parish Council able to reclaim the VAT element of the cost)**  **Chair to inspect the gate posts currently in situ to determine whether they were still serviceable or needed replacing**  It was commented that – whilst the roadsweeper had attended the village as previously requested – it had not been using its brushes in the manner expected. As a result, the condition of the roads / gutters could still be improved prior to judging of the Best Kept Village competition.  **Resolved**  **Cllr Elms to raise with the Borough Council**  With regard to the high fence which had been erected on Chapel Lane, the Chair confirmed that an email had been sent to the Borough Council but no response had been received as yet. | **Cllr Fox**  **All**  **Chair**  **Cllr Elms** |
| 3. | **Public questions, comments or representations:**  None |  |
| 4. | **Update from Ward Councillors present:**  Cllr Elms outlined recent changes in the hierarchy of the ruling Conservative Group on the Borough Council, which had seen him appointed as Deputy Leader (serving under Cllr Ken Hind). He stated that Council Tax would not be increased in 2017/18, although no guarantee could be given beyond that timeframe. One factor affecting the financial stability of the Borough was the County Council’s decision to close a green waste plant (which would no longer give access to £300k of credits previously available and may increase fly tipping). Other developments in the Borough Council included the proposed appointment of a Director of Economic Development (possibly to oversee Planning) who would be responsible for encouraging business growth. It was possible that – in future – there may be an increased role for Parish Councils under the Neighbourhood Plans; this may result in Parish Council being asked to identify locations where an appropriate number of houses could be developed, with the aim of spreading development across the Borough rather than it being focused on urban centres such as Longridge and Whalley.  Cllr Elms confirmed that an Electoral Review was taking place, which had implications for this Parish and the Borough as a whole. It was proposed to cease the current arrangement (whereby 2 local councillors represented Waddington and West Bradford) and replace it with a model giving one councillor only to the new ward of West Bradford and Grindleton. It was felt that having one councillor for the ward would increase local accountability. |  |
| 5. | **Overview of financial position:**  The Clerk submitted details of income and expenditure for the month of April 2017 for approval by the Council and signing-off by the Chair.  **Resolved**  **That the record for April 2017 as presented would be signed off** | **Chair** |
| 6. | **Planning applications to be considered**  Members considered planning application 3/2017/0397 relating to Laneside Farm on Grindleton Road. The application was for full consent for a “Proposed extension to an existing agricultural machinery storage building”. Members repeated their previous concern that the proposed extension was of a considerable size, but on this occasion did not feel able to make a formal objection. |  |
| 7.  a)  b)  c)  d) | **Governance arrangements – external audit by BDO (2016/17) – required pre-planning (Appendices 6 and 7)**  The Clerk provided an outline of the discussions which had taken place with the internal auditor, as a result of which she was proposing to formally declare 4 areas of non-compliance. The internal auditor has also provided some explanatory text which outlined her rationale in reaching her conclusions. Members noted this assessment by the internal auditor, which would form a part of the declaration to the external auditors.  The Clerk presented his draft of Section 1 of the documentation for the external audit (relating to matters of governance). The Clerk confirmed that in his view it was necessary to declare 3 areas of non-compliance, and explained the justification for this.  **Resolved**  **Matters approved the draft of Section 1 to be returned to the external auditors**  The Clerk then set out the text of a document to accompany the section 1 return; this explained the thinking behind the 3 areas of non-compliance identified.  **Resolved**  **The Parish Council asked the Clerk to change some of the phrasing of the text, but otherwise approved it**  The Clerk then proceeded to section 2 (relating to the financial performance of the authority over the relevant 12 month period) of the return to the external auditors.  **Resolved**  **The Parish Council approved the draft of Section 2 to be submitted to the external auditors**  The Clerk then presented associated documentation relating to section 2, namely:   * Bank reconciliation; and * Areas of significant variation from the accounts for the previous 12 months.   **Resolved**  **The Parish Council approved the submission of both the above documents to accompany section 2** | **Clerk** |
| 8. | **War Memorial / centenary celebrations**  Peter Bamber attended for this item and presented his pictures of how a completed site could look. The pictures were well-received by members (who thought this to be an excellent piece of work), and it was agreed that it would now be appropriate to seek planning permission for the proposals. To assist in this process, Peter asked that members compile a brief history of the Coronation Gardens and its significance in village life (eg how it was bequeathed to the village, the history of the Coronation Bench and proof of ownership).  **Resolved**  **Parish Cllr Chew to try to find out more about the history of the site from her mother (as a long-standing resident of the village)**  **Peter to undertake appropriate Land Registry searches (at £4 each)**  **Clerk to locate previous minute books for Parish Cllr Fox to explore the history of the Coronation Gardens**  **On receipt of any information from Parish Cllrs, Clerk to draft an appropriate outline of the site history and send through to Peter**  **Peter to draft documentation for Planning Permission and then ask Parish Council to sign this off prior to submission**  **Clerk to thank Site Survey company for their support on the project** | **Cllr Chew**  **PB**  **Clerk / Cllr Fox**  **Clerk**  **PB**  **Clerk** |
| 9. | **Electoral Review of Ribble Valley (Appendix 9)**  This matter was discussed under item 4 above. |  |
| 10. | **Housing and Economic Development – Development Plan (Appendices 10 and 11)**  The Clerk indicated that a large amount of documentation had been received on this matter, which was available for members to scrutinise if they wished. However, the key point was that West Bradford would remain a Tier 2 village (ie not in the front line of proposed areas for development). Members noted the information. |  |
| 11. | **Reports from sub-committees / other meetings attended**   1. Playing Field / Village Hall (10 May 2017)   Parish Cllrs Fox and Wood reported that the Village Hall Committee had no real spending plans at the current time (other than maintenance and routine essentials).   1. Parish Council Liaison Committee   The next meeting is now scheduled for 15 June 2017 (rearranged to avoid the election on 8th). Parish Cllrs Bristol and Chew to attend.   1. Lancashire Association of Local Councils (LALC Ribble Valley area meeting   No meeting had taken place   1. Hanson Cement   No meeting had taken place   1. Lengths-man scheme   Parish Cllr Wood confirmed that the Lengths-man had been focusing on the spraying of weeds in the village. She pointed out that the Coronation Gardens needed further attention (with weeds coming up between the flags) and the tree there still needed to be cut down.  **Resolved**  **Chair to ask David Bristol to carry out the work at Coronation Gardens** | **Chair** |
| 12. | **Correspondence received:**  The following correspondence was considered:  1) Public Health Training 16 June 2017  Noted.  2) Draft Woodland Management Plan  The Parish Council confirmed its approval of the draft Plan.  **Resolved**  **Clerk to report this back to Andy Bennett** | **Clerk** |
| 13. | **Any Other Business**  No other business was reported. |  |
|  | **Date / time of next meeting:**  The next meeting will be held at 7.30pm on Wednesday 28 June 2017 at West Bradford Village Hall. |  |

**The meeting closed at 9.12pm.**

|  |  |  |
| --- | --- | --- |
| Signed by: |  | |
|  | Date:  28.6.17 | Cllr A Bristol  Chair |