

## Minutes of Parish Councils' Liaison Committee

Meeting Date: Thursday, 14 November 2013, starting at 6.30pm  
Present: P Young (Chairman)

### Councillors:

P Ainsworth	C Ross
I Brown	I Sayers
R Hargreaves	G Scott
R Newmark	D Taylor
L Rimmer	

### Parish Representatives:

P Tyson	Aighton Bailey & Chaigley
M Hincks	Billington & Langho
B Dowles	Bolton-by-Bowland, Gisburn Forest & Sawley
J Walmsley	Bolton-by-Bowland, Gisburn Forest & Sawley
C Astin	Bowland Forest (Higher)
H Douglas	Chatburn
B Redhead	Clayton-le-Dale
A Schofield	Clayton-le-Dale
A Yearling	Clitheroe
K Hutton	Grindleton
P Entwistle	Grindleton
F Priest	Longridge
S Rosthorn	Newsholme & Paythorne
A Steer	Osbaldeston
G Nichols	Read
A Davies	Read
A Ormand	Ribchester
J Shorter	Sabden
G Meloy	Simonstone
R K Jackson	Waddington
D Parker	Waddington
C Cherry	West Bradford
M J Highton	Whalley
J Bremner	Wilpshire
J G Strong	Wiswell

In attendance: Chief Executive, Head of Legal and Democratic Services, Head of Regeneration and Housing, Head of Engineering Services and Partnership Officer.

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### APOLOGIES

Apologies for absence from the meeting were submitted on behalf of Borough Councillors M Robinson, N Walsh and R Swarbrick and from the following Parish Representatives:

E Miller	Bowland Forest (Lower)
F Havard	Billington
J Porter	Bolton-by-Bowland, Gisburn Forest & Sawley
J Shervey	Clitheroe
R Assheton	Downham
J Cowling	Grindleton
L Bateman	Hothersall
B Whittaker	Rimington & Middop
T Haworth	Sabden
I R Hirst	Simonstone
C Ansbro	Thornley with Wheatley
T Gaffney	Wilpshire

466 MINUTES

The minutes of the meeting held on 5 September 2013 were approved as a correct record and signed by the Chairman. There were no matters arising.

467 DECLARATIONS OF INTERESTS

There were no declarations of interests.

468 VILLAGE HUB INITIATIVES

The Chairman introduced Dilys Day who was the Council's new part-time Partnership Officer. Dilys gave a brief talk on her role and background and in particular gave details of the village hub initiative and how it was proposed they would work.

She commented that many communities had assets whether they were organisational or people and her job was to provide connectivity to ensure that every village got the best out of its many and varied community elements. The main focus for most villages was the village hall and she would work with all communities to improve what villages already had.

She would produce a report on each village once that audit work had been concluded. She also commented on an idea in relation to parish newsletters which could be brought together in one document.

Members then asked a number of questions and were generally interested in the idea of village hubs.

RESOLVED: That Dilys be thanked for her informative presentation.

469 CONCURRENT FUNCTIONS

The Chief Executive referred to the report on concurrent functions which highlighted how the scheme had operated for the past 5 years. He was particularly concerned that currently only half the number of Parish Councils had

accessed the scheme which provided a 25% contribution towards revenue costs over a range of services which included burial grounds, footpaths, footway lighting, dog waste bins and parks and plays areas.

He urged parishes to look again at the scheme and to take advantage if they felt it was in their particular villages interests.

RESOLVED: That the report be noted.

#### 470 EAST LANCASHIRE TRANSPORT MASTERPLAN

The Head of Regeneration and Housing informed Committee that Lancashire County Council were developing a series of sub-regional transport masterplans which would look at the highway network and public transport infrastructure. A report had been considered by Policy and Finance Committee earlier in the week and they had agreed to meet with representatives of Lancashire County Council to find out more information and make their views known. The consultation period would end of 6 December 2013 and all parishes were therefore urged to make their own views known.

Members in particular discussed the state of highways and the lack of bus services in certain rural areas. Whilst it was true that Ribble Valley had the highest level transport subsidy in Lancashire, that was reflected in the very rural nature of our area. Comment was also made about the Clitheroe to Manchester rail corridor and the possibility of improvements to rolling stock timetables and extending the service north beyond Clitheroe.

Attention was also drawn to the recent notification from LCC about changes to bus services at Tosside.

RESOLVED: That

1. the report be noted; and
2. that Parish Councils be urged to make their views known to the Lancashire County Council before the deadline of 6 December.

#### 471 REQUEST FOR HIGHWAY SCHEMES

The Head of Engineering Services referred to Minute 135 dated 20 June 2013 when Committee had received two officers from the County Council Environment Directorate who had discussed concerns about the state of the County's roads. They had informed Committee of the financial pressures on the County Council. Discussions had continued on this matter at the Three Tier Forum meeting of 16 September 2013. As a result, the County Council subsequently invited all Parish Councils to select their top 3 priority road improvement schemes, which the County would consider for inclusion in the Draft Commissioning Plan.

The Head of Engineering Services pointed out that whilst there was no evidence of any extra funding being made available for such schemes he nevertheless felt

it was a worthwhile exercise for parishes to respond with their ideas. These could then be considered at a future meeting of the Three Tier Forum. Members raised individual roads within their parishes which were of concern.

RESOLVED: That

1. the report be noted; and
2. Parish Councils be urged to respond to the Lancashire County Council with their top 3 choices.

472 MATTERS BROUGHT FORWARD BY PARISH COUNCILS

a) Sabden Parish Council – Satnav

Committee considered a response from the Department of Transport to the question of large vehicles using inappropriate shortcut routes which were not originally designed to carry such traffic.

The representative from Sabden explained the damage such activities were causing to the roads over the Nick O’Pendle. Other Members indicated that it was not solely a problem which affected Sabden in particular there were issues at Wilpshire and West Bradford.

The Head of Engineering Services informed Committee that he was now a member of a District Road Safety Officers’ Group and this was a matter which could be discussed at a future meeting.

RESOLVED: That

1. the reply from the Department of Transport be noted;
2. the Head of Engineering Services raise the matter at the next District Road Safety Officers’ Group; and
3. any Parish Council which had a problem with a particular road should contact the Community Development Officer with their details which he would then collate and pass on to the Lancashire County Council for their action.

b) Chatburn – Lack of Engagement by Lancashire County Council

The representative from Chatburn that Chatburn Parish Council had set up a meeting with both the Police and the County Council to look at Chatburn Parish Council’s issues on car parking. This meeting had subsequently been cancelled with Lancashire County Council explaining that such matters should only be raised at the Three Tier Forum. He did not feel that this was an appropriate forum to discuss such issues as the members of that forum were not always aware of local issues.

The Head of Engineering Services again suggested that this was a matter which could be taken forward by the District Road Safety Officers' Group. Committee felt however that it would be useful to invite Andy Ashcroft, the Public Realm Manager for Ribble Valley to attend the next meeting to discuss this matter in more detail. The Chairman also offered to raise the matter at the next Three Tier Forum.

RESOLVED: That

1. the matter be noted;
  2. Andy Ashcroft be invited to attend the next meeting of this Committee to discuss the concerns of Chatburn Parish Council;
  3. the issue of non-engagement be raised at the next Three Tier Forum; and
  4. an item be placed on the agenda for the next meeting in relation to Lancashire County Council's relationship with Parish Councils.
- c) Wilpshire Parish Council – Unauthorised Adverts

The Head of Legal and Democratic Services presented her report on the growing problem of unauthorised adverts in the Ribble Valley. She reminded Committee that enforcement was a discretionary power. Complaints received about this issue were divided into two different types, firstly where the adverts were displayed on business or private premises and secondly where adverts which were displayed some distance away from the business eg on the A59.

Her report dealt with the latter issue. Such adverts must have the express consent of the landowner and in the event of the A59 that would generally be the Lancashire County Council as Highway Authority.

Lancashire County Council officers had informed this Council that they objected to such adverts but did not have the necessary resources to carry out enforcement. The Council had been to some of the owners of unauthorised adverts on the A59, and had also started to address the use of 'A' boards to promote businesses on pavements and signs on lampposts and railings in Whalley. She stressed that the Council was always keen to work alongside businesses to inform and assist by providing advice about alternative signage such as the Lancashire County Council brown signs.

The next step would be to use the Council's powers to remove those adverts. This required the Council serving notice on the person responsible for the advert. She did point out that the Council could seek recovery of any costs incurred in this particular process.

There was a very full and frank discussion on the subject of unauthorised adverts. The Head of Legal and Democratic Services reminded Members

of the workload of the Enforcement Officer and the need to prioritise any action taken. Some Members were also concerned that shopkeepers should not be treated unfairly. The Head of Legal and Democratic Services recognised that as always there was a balance to be struck by what could be achieved and people's demands and perceptions.

RESOLVED: That the report be noted.

d) Bolton-by-Bowland, Gisburn Forest and Sawley – Neighbourhood Plans

The representative for Bolton-by-Bowland referred to his report which had been discussed recently at his Parish Council meeting.

He explained that by developing a neighbourhood plan this would make a real difference for his parish. He acknowledged the help already given by Borough Council officers and recognised that work on a neighbourhood plan was very time consuming.

He was more than willing to share with other Parish Councils their views on best practice on how such a plan could be developed. The Head of Regeneration and Housing acknowledged that neighbourhood plans placed a demand on the level of resource which the Borough Council may not be able to easily match in future but the issue would be kept under review with any reports being submitted to Planning and Development Committee.

RESOLVED: That the matter be noted.

473 DATE AND TIME OF NEXT MEETING

The Chairman announced that the next meeting of this Committee would be held on Thursday, 30 January 2014 starting at 6.30pm.

The meeting closed at 8.07pm.

If you have any queries on these minutes please contact Colin Hirst (414503).