

Kelbrook and Sough Annual Parish Meeting

16th May 2024 at 7:00

Held at Kelbrook Village School

These draft minutes are subject to approval at the next annual parish meeting.

The meeting was chaired by the Chairman of Kelbrook and Sough Parish Council Elizabeth Katiff.

Present: Vice Chair: Sharon Ashley
Councillors: Elley, Galway, Mayers, Ellis
Officer Present : Carole Singleton Clerk and RFO

Apologies for absence: None

6 members of the public present

1. Notice convening the meeting

In accordance with statute the notice convening the meeting has been duly published on the Council's website and elsewhere throughout the Parish.

2. The Chairman welcomed all to the parish meeting of Kelbrook and Sough

3. To approve the Minutes of the 2023 annual parish meeting

Approved as a true record.

Action: The chairman to sign the 2023 minutes then upload final version to the website

4. Matters Arising from the 2022/23 annual parish meeting

None

5. Chairmans report

I would like to welcome you all to the Kelbrook and Sough Parish Meeting

What a year!

After a hard fought election, three resignations at the first few meetings followed closely by 3 co-opted Councillors (including myself) joining the Parish Council we then, were able to start work.

There have been many challenges along the way for a newly formed inexperienced Parish Council. Not least coming to learn about the governance and rules. We immediately started work on getting the finances in order and completed the internal and external Audit. Helped greatly by our (also newly appointed) Clerk Carole.

We must pay tribute to Carole, who has held our hand for the past year, dealing with all our trials and tribulations. Carole is a huge Asset to Kelbrook and Sough Parish Council and we cannot thank her enough.

Banking was a challenge. Unable to gain access impeded the early days from getting on with the job. We could not access the Parish Councils money to buy anything or pay anybody. However there was a very healthy budget to get things back on track, so once we were able to access it, we began our work.

Grants have been awarded to Kelbrook Primary School and to the over 60's Lunch Club

High on the list were the dilapidated bus shelters. These were cleaned and painted and the addition of new bins added. The noticeboards have been upgraded and two new benches to commemorate the new Kings Coronation

Employed a Lengthsman

Organised defibrillator training the village hall

Two lovely Christmas trees which was definitely a priority for parishoners when we spoke to you, so we do hope you enjoyed them as much as we did.

We represented Kelbrook and Sough at the West Craven Area Committee, who are the next tier of local government to ensure that our local concerns are addressed.

A number of planning applications have been lodged which we have scrutinised, using the Neighbourhood Plan as our guide.

We are present at all book club events for anyone to chat about any concerns they may have.

It's not all been plain sailing well meaning people have chosen to hold us to account in a less than positive way. Carole has spent many hours trying to satisfy extensive requests however so far we've overcome the negativity and simply got on with the job.

So to the future,

- Refurbish the Telephone Box*
 - Planting of Fruit Trees from a Grant we have received from the King*
 - Create internal procedures for all aspects for the daily running of the Parish*
 - Continue to improve Sough Park*
 - Repair Kelbrook Playground and fit a New Seat to the Swings for older Children.*
- To name but a few*

I must say thank you to Kelbrook and Sough community for putting your trust in us. My fellow Councillors who work tirelessly to achieve our goals. We are transparent and available to discuss items before they are problems. We do this because we Love our Parish and strive for it to be the best. We would like to thank our outgoing Chair Sharon

Ashley who has steered us through a challenging year with positivity and a particular aptitude for successfully finding grants to allow us to do more for the Community

Finally we would like to Wish Kelbrook Phoenix the very best of Luck in their Division 3 Cup Final Game tonight against Worth Valley Football Club. We Truly hope they win

6. Parish Question Time: Questions were opened up to the members of the public

Collapsed embankment - safety concern for children

Phil Riley from Pendle Borough Council (PBC) advised last year the embankment had been seen by the council surveyor and repairs were deemed not necessary. Cllr Ashley re-contacted PR to ask for him to return and noted PBC were on site yesterday.

Action: SA to email PR and chase

Why is Fun Day not on the Park?

Fun day is not a parish event it is a community event and not held on Sough Park due to lack of toilet facilities

Planting in the Village

This was addressed at last night's meeting. Previous requests by SA for planters within the village in previous years were declined, subsequently 5 barrels were granted which is not sufficient. The poor weather didn't help with the plants. All new, lessons learned.

Christmas Trees 2024/5

Electric points fitted and lights purchased, will require fresh trees this year however looking at the possibility of living trees in future years

Is the Lunch Club Sustainable? Is there an intention to subsidise it?

This is a community project not a parish council project and the lunch club obtain grants from various sources including the parish council and Lancashire County Council

Concerns were raised regarding the following -

- **more information in the minutes and the process followed**
- **Councillors sitting on different groups**
- **Understanding community projects and parish council and how to differentiate between the two**
- **Councillors declaring an interest**

Internal procedures are being developed, lessons have been learned. Grants have been paid out of reserves. The community group is independent from the parish council and has its own constitution, the community group started prior to some councillors being elected.

Grant given to school when some councils do not give grants to schools

The parish council followed the K & SPC grants policy and there is no mention of not allowing grants to a local school within the parish. The parish council followed the NALC and the LALC guidelines when drawing up the grant policy

Planning

K&SPC follow the neighbourhood plan and not their own personal views. A discussion took place at the Parish Council Meeting 2 days earlier. Individual views can be put forward by councillors and members of the public and they bear as much weight as a comment by the Parish Council. Individuals are encouraged to comment and/or object. Due to problems with missing emails from PBC being diverted to ex councillors email account, mechanisms are being put in place. Planning lists are being looked at on line weekly rather than relying on an email.

Why did the council change to 2 monthly meetings?

Vote and availability. Councillors are present at book club and always approachable in and around the village. Payment schedule in is place. Processes in place re planning applications. Minutes will be published as a draft on website and notice boards.

Neighbourhood Plan

Meetings were held previously and all residents received information. Questionnaire would be relevant now and it was noted the previous one was very informative.

Action : Request for good ideas to put forward for resident survey

Stone Walls part of heritage.

Decorations around the becks, there are a lot of them, agreement needed how long they stay up?

Action: add to agenda for next meeting and add to survey

Dotcliffe Road - banking and grass cutting. What has happened to the money given with the 101 agreement?

Developers went into liquidation. A discussion followed regarding if a Freedom of Information (FOI) request would find out what happened to the money?

Action: to speak to Keith Hinson re cutting the banking

Action: add link to planning on the website

Cllrs Mayers and Galway left the meeting

Note: Kelbrook and Sough Parish Council covers all the parish and not just the settlement area.