

Minutes of Ramsgreave Parish Council Meeting

Held 15th November 2021 at 7.00pm at Wilpshire Church.

Present -. Kathryn Berzins (Chair), Kath Webster, Lindsay Wright, Pat Young, one resident. In attendance –R Greenwood, Clerk

ITEM 1 Apologies

Apologies were received from Cllr Hirst, Cllr Bibby, Peter Ainsworth.

ITEM 2 Declarations of interest

2.1 Kathryn Berzins declared an interest in the Peak and Northern Footpath Society.

ITEM 3 Minutes of the last meeting

3.1 The minutes of the meeting held 12th September 2021 were signed as a true record.

ITEM 4 Accounts

4.1 The cashflow and bank reconciliation were accepted, the bank statement signed.

4.2 Invoices presented for payment.

Chq 442 Room Hire £20.00

Chq 443 PKF Littlejohn for audit £40.00

Chq 444 The Sign Shed via LCC Grant £30.80

Chq 445 Pennine Walling via LCC Grant £300.00

Chq 446 HMRC £70.00

Chq 447 Clerk salary from Sept to Nov £280.00

Chq 448 Safe.co.uk Lottery for allotment. £32.67

Chq 449 First Aid box Lottery for allotment £69.42

Chq 450 Lengthsman x 2 invoices £80.00

4.3 To accept the Concurrent Functions Grant of £82.00

4.4 The clerk has reduced her working hours from her contracted hours; however this is a fluid situation as the workload dictates.

ITEM 5 Planning

3/2021/0976 land north of Ramsgreave Drive. Objections sent to BwD under application 10/21/0636.

3/2021/0963 Tanner House Farm, objections submitted to RVBC.

ITEM 6 Procurement Policy and Code of Conduct



6.1 It was resolved that the Procurement Policy was accepted with two grammatical changes; the policy will have a review date of May 2022. Proposed by PY and seconded KW.

6.2 It was resolved that RVBC has updated their Code of Conduct Policy, the parish council have adopted this policy. It will be reviewed in May 2022 although it is hoped it can be kept synchronous with RVBC. Proposed PY and Seconded KW.

6.3 The Allotment Committee terms of reference document was presented to members, concerns were raised "a notice of each meeting confirming the venue, time and date together with an agenda <https://www.ramsgreave.org.uk/> ramsgreaveparishclerk@gmail.com of items to be discussed and minutes of the previous meeting shall be forwarded to each member of the Committee by email no later than three working days before the date of the meeting" it was requested that for those members without email the notice was sent via the post and available on the public notice boards.

ITEM 7 Highways and traffic issues

7.1 A local resident attended the meeting to express concern regarding the 60mph speed limit on Higher Ramsgreave Road.

7.2 Chair, KB attended the LCC town and parish council conference to represent Ramsgreave. She spoke to the cabinet member for Environment and Climate Change, Shaun Turner. She explained that the 60mph speed limit on Ramsgreave Road was a major barrier to us promoting walking, cycling and enjoyment of our PROWS - all things that he had been advocating in his speech and said that these issues were about more than highways and were about environment, climate change and public health. Cllr Turner said he could help with this situation and requested a letter detailing the issues. KB sent a letter the following day. Letter has been circulated to Cllrs for info.

7.3 The Lengthsman has not been able to complete the strimmer of the verges due to the breakdown of equipment. The parish council is to purchase a new strimmer to be used both by the Lengthsman and the allotment group. We now have a £99 credit issued, via Screwfix, from the failed strimmer. It was resolved that the lottery grant would be used to purchase half the cost of strimmer. As the strimmer is not available from Screwfix the £99 credit note will be used for allotment equipment. The resulting outcome will still be that the £99 has gone towards the strimmer. Proposed KW, seconded LW.

7.4 The LCC PROW grant has still not arrived. The way markers for the footpaths and the work to repair the dry-stone wall has been completed. Work is needed to repair the surface of the same footpath where water egress has created a large channel down the centre of footpath, A quote of £3,000 for repair has been received and the parish council will look to secure a grant from either PNFS or Lancashire Environmental Fund for this work. It was resolved that no precept payment will ever be used to pay for PROW repairs which remain primarily the responsibility of the landowner. Proposed KB and seconded LW.

ITEM 8 Public engagement, newsletter and website

8.1 A local resident attended the parish council and spoke under item 7.1.

8.2 The parish council councillors personal statements have been given a deadline of one week before they go live on the website.

8.3 Social media is going to be used to request walking routes for the newsletter and the website ready for a spring release of new routes. Concerns were raised about how many of the footpaths cross a 60mph road and that this will need to be acknowledged in the walking routes.

8.4 The newsletter is nearly completed for a December deadline. Cllrs Lindsay Wright and Kath Webster were thanked by the Chair for their superb and highly skilled work on these matters.

ITEM 9 Correspondence

9.1 All correspondence received by email has been forwarded to the parish council members.
<https://www.ramsgreave.org.uk/ramsgreaveparishclerk@gmail.com>

9.2 RVBC has announced via the parish council liaison committee that there might be a grant of £500 payable to parish council to celebrate the Queen's Platinum Jubilee. It was proposed that this be used for a bench outside the allotment. This bench has been requested by residents in the past and was suggested as a possible war memorial. It was resolved that if the grant money became available it would be used for a bench. Proposed PY seconded LW.

9.3 A spreadsheet has been compiled to track the repairs reported to LCC (predominantly highways) and RVBC and the dates these have been reported and actioned.

ITEM 10 Volunteers, litter picking and gardening group

10.1 The litter picking group continue to meet and have their Christmas Social booked for December which will be used to publicise the allotment to more people.

10.2 The Gardening Group are to plant winter pansies in the planters.

10.3 The Governance and Structure documents have been completed for the allotment group. Once the site has been made safe, by the installation of a fence, volunteers will be invited to start participating on the allotment site. Lancashire Volunteer Partnership have resources that will be used to ensure that a register of volunteers, compliant with GDPR is kept. This will contain basic information including name, address, contact details and emergency contact. LW and KB to consider GDPR issues and set up system.

ITEM 11 Training, external meetings

11.1 The Chair and the clerk attended the RVBC Code of Conduct training.

11.2 Lindsay Wright is to attend the LALC AGM meeting representing Ramsgreave.

ITEM 12 War Memorial

12.1 After consultation and discussion it was concluded that the parish War Memorial would be a black planter installed under the parish notice board. The planter will be maintained by the Ramsgreave Community Gardeners. A commemorative plaque will be fixed to the planter but this will not be attached until Remembrance Sunday 2022 and from then on the parish council will buy a British Legion wreath every year (at a cost of approximately £20). It was resolved that the War Memorial Planter be purchased from Ark, a company in Accrington who provided the most competitive quote. The memorial will need to be registered with the War Memorials trust and registered as an asset. KB has also liaised with a wider Ribble Valley memorial project to make sure



our parish war dead are listed. KB to prepare Gantt chart to ensure all requirements are met.
Proposed KB seconded KW.

ITEM 13 Neighbourhood Watch

13.1 There has been a request from a resident for the parish council to consider facilitating a Neighbourhood Watch Scheme, this is still at the research stage but further information should be available for the next meeting.

ITEM 14 Date of the next meetings

February 22nd 2022 at 7.30pm

May 17th 2022 at 7.00pm for AGM

September 6th 2022 at 7.30pm

November 15th 2022 at 7.30pm