



MINUTES OF PADIHAM TOWN COUNCIL MEETING

Held on Monday 11th December 2023 at 7:00pm in the Council Chambers

Present:

Town Councillors: Councillor P. Haigh (in the Chair), Councillors D. Alexander, K. Barsby, M. Duckworth, J. Harbour, M. Harrison, A. Lewis, P. McCann, V. Pridden, C. Smith, C. Turner, and M. Whittaker.

Others: Steve Watson (Town Clerk).

The Chair opened the meeting and welcomed all Councillors.

TC/23/24/069 Apologies for Absence

An apology for absence was submitted by Councillors D. O'Neill and A. Tatchell who were away and P. Turner who was recuperating.

TC/23/24/070 Declarations of Disclosable Pecuniary Interests.

There were no declarations of interest.

TC/23/24/071 Formally Adjourn the meeting to allow for Public Participation.

RESOLVED: That the meeting is formally adjourned to allow for participation from the Public.

Police Report:

The Police had sent a written report which is attached.

The Police were thanked for their report.

Town Centre Manager Report

There was no report

Public Questions received in advance

There were no public questions.

County Councillors Report

No County Councillor was present and there was no report. The County Council are to be asked to provide an alternative representative to update the Council.

Borough Councillor Report

There was no report.

Padiham Organisations Reports

There were no organisation reports. The Sports Club had sent their AGM Minutes which are attached.

TC/23/24/072 Formally reconvene the Town Council meeting.

RESOLVED: That the meeting is formally reconvened.

TC/23/24/073 Minutes of Town Council Meeting held on the 6th November 2023.

The minutes of the Town Council meeting held on 6th November 2023 were considered.

The Operation Centurian underspend should state £140,000, not £140,00. The Ballroom floor is being revarnished from the 8th January 2024 and cannot be used for 10 days. The Mayor thanked everyone involved in the Christmas Light Switch On event. A settlement fee of £11,400 has been paid towards the Service Charge and the remainder is in dispute. Katie is to be asked for more information on the Heritage Trail.

RESOLVED: That the Minutes of the Town Council meetings held on the 4th September 2023, as amended, are approved.

TC/23/24/074 Town Clerk's Report including Administration and Correspondence.

The notice of the new Electoral Role was noted.

TC/23/24/075 Report back from Working Groups

Events Working Group.

The Remembrance Sunday was well attended, however, dignitaries for wreaths are to be asked if they are attending future events and removed from the list if they send apologies. The sound was a lot better, though it was noted that not many people stayed for the final parade, a note will be put in the service sheet next year.

The Christmas Light Switch on was an enjoyable day, though the entertainers need to be booked by May in future. There was only a Police presence at the end of the event and it was agreed there would be no sales of 'BB' guns' More volunteers are needed and an action group is to be formed involving the general public. Local businesses will be encouraged to get more involved.

Planning Working Group

There had been 2 planning applications, Higham Road and Ightenhill Street. There were no issues with either application.

TC/23/24/076 Items for discussion as listed.

Ballroom Toilets – Funding has only been secured for the Disabled toilets of £9,000, however the costs are quoted as £9,526.92.

It was agreed that the Disabled toilets will be refurbished.

RESOLVED: That a Budget of £526.92 is approved for the Disabled toilets.

The Council is contesting the Service Charge rise but has paid the £11,000 agreed last year plus the £400 increase.

Burnley are replacing the Burnley Town Hall loop system and it is being investigated if the old system would work at Padiham.

The Stage Curtains are to be put on hold due to funding.

The Land off Green Street was under an agreement that it would be maintained by Burnley if the Town Council maintained other areas. Clarity on the lease is to be sought.

It was agreed to separate the Ballroom Hire charges line into private and commercial bookings and each event be titled but personal details will not be used. It was proposed and agreed that events must use the Town Hall bar, unless this cannot be opened, then a hire charge of £200 will be made for a private bar. The Strategy Group are to look into the bar arrangements and bring back a proposal.

It was agreed to create a £2,000 budget for an IT upgrade and Broadband.

RESOLVED: That £2,000 budget is created for an IT and Broadband upgrade and the system is to be fitted as soon as possible.

The Mayoral chains need a clean and regalanising.

RESOLVED: That a £650 budget is agreed to clean and regalanise the Mayoral Chains.

The Baptist Church Memorial Headstone has been donated to the Council. It was agreed to place this in the Cenotaph.

RESOLVED: That the £1,250 underspend on the Cenotaph Project Budget is set aside for the Headstone Project.

TC/23/24/077 Finances

The Budget Monitoring Report and Bank Reconciliation was circulated.

RESOLVED: That the Budget Monitoring Report and Bank Reconciliation are approved.

A Payment list, a Receipts List, a Petty Cash Report and a Credit Card Report were circulated.

RESOLVED: That the Payments, Receipts, Petty Cash and Credit Card Reports are approved.

A draft budget was circulated.

RESOLVED: That the draft budget is approved.

The draft budget called for a 4.5% increase in the precept.

RESOLVED: That a 4.5% increase, or a minimum of £100,000 Precept is approved.

NJC Pay agreement was circulated. The Clerk left the meeting to allow discussions.

RESOLVED: That the NJC Pay award of £1,925 on all pay scales is approved.

As the Building Supervisor is a contractor and not an employee, the pay award does not affect his salary, however, his pay has not been reviewed in 4 years.

RESOLVED: That the Building Supervisor receive a 10% pay increase in line with the NJC pay award. His new contract will be for £14.30 per hour.

TC/23/24/078 Date of Next Meeting

The date of the next Town Council meeting is at 7pm on Monday 5th February 2024 in the Council Chambers, Padiham Town Hall.

The Mayor thanked everyone for their attendance.

Report for Padiham Town Centre

Please can it be noted that the current Neighbourhood Policing Team for West Burnley/Padiham is as follows:

NPT Sergeant	-	PS 8202 Oliver Tattersley
Community Beat Manager	-	PC 654 Anne Ingham
Community Beat Manager	-	PC 5765 Lee Butterworth
Hapton with Park	-	PCSO 7065 Daniel Longworth
Gawthorpe	-	PCSO 7355 Charlotte Ingham
Gannow / Ightenhill	-	PCSO 7519 Ashley Holding

The following statistics are general statistics for the whole ward area and are **not** tailored to the immediate town centre area.

Hapton Crime Statistics – November 2023

- 8 x Assaults
- 2 x Burglary
- 6 x Criminal Damage
- 25 x Highway Disruption
- 2 x Hoax Call to the Emergency Service
- 8 x Nuisance
- 2 x Public Order
- 13 x Road Related Offence
- 7 x Theft
- 3 x Theft of Motor Vehicle

Gawthorpe Crime Statistics – November 2023

- 12 x Assaults
- 4 x Burglary
- 0 x Criminal Damage
- 0 x Highway Disruption
- 2 x Hoax Call to the Emergency Service
- 19 x Nuisance
- 5 x Public Order
- 3 x Road Related Offence
- 10 x Theft
- 1 x Theft of Motor Vehicle

Issues raised by partner agencies:

Youth Nuisance

ASB Bikes

Parking

Youth Nuisance

The nuisance in Padiham Town Centre tends to be focused in 2 main areas, Padiham Leisure Centre and the Wyre Street / Lune Street supermarkets. There is a lack of youth provision in the area, however Neighbourhood Policing are liaising with Vivien Storey from The Hub to try to provide life skills to youths.

Youth ASB around the Padiham Leisure Centre. Youths have been engaging in ASB around this area, including been climbing on the roof of the leisure centre.

- DOCO (Designing Out Crime Officers) attended the Leisure Centre in July to report vulnerabilities and recommendations on the premises to reduce this behaviour
- **OP Centurion** has been put in place which sees more police patrols in the area
- We are engaging with partner agencies to bring diversionary activities for youths at risk of becoming involved in ASB
- We have also in the past few months liaised with schools to deliver talks around Antisocial Behaviour and other subjects
- I have liaised with supervisors at Padiham Leisure Centre and as of yet there have been no improvements as a result of the DOCO report submitted.
- The shelter on Park Road, locally known as ‘bomby’, has had the panels removed and made transparent which has seen a decrease in youth activity in the shelter.

Wyre Street / Lune Street Supermarkets

- There have been continued issues of youth nuisance around the Tesco / Lidl / Boyes area. These youths are known to NPT and are being spoken to and dispersed and unknown youths are being identified by liaising with schools where possible.
- This is also a target area for OP Centurion.

Nuisance bikes

There are still nuisance bikes making use of the road and Padiham Greenway. NPT can identify these where possible and retroactively seize the bikes, as police do not pursue.

- We are actively liaising with the public in order to gather information and intelligence as to the vehicles transporting these bikes; the locations the bikes are stored; the identities of the riders; the routes taken, etc.
- Recently, a number of bikes and quads have been seized in Hapton by members of the Neighbourhood Policing Team.
 - o **The 2 methods** used to seize vehicles are:
 - o s165A Road Traffic Act 1988. This is a PC only power which seizes a vehicle for driving on the roads without valid insurance
 - o s59 Police Reform Act 2002. This can be utilised by both PC's and PCSO's and is a seizure power for driving in an antisocial manner on either public roads or common land.
- When the bikes and quads are being transported in vehicles and we have evidence that they are being driven without insurance or antisocially, it is much easier to seize them. However, when they are using back routes to drive around it is exceedingly difficult to seize them or catch them on CCTV. With that in mind, **I believe that the following routes could benefit from A-frames or other measures which prevent bikes but allow horse and rider.**
 - o The 'black path' between Abingdon Road – Manchester Road which runs at the back of Coronation Avenue.
 - o The access road at the corner of Grimshaw Road and Wilkinson Road, on Canal Walk.
 - o The Leeds / Liverpool Canal
 - o The Greenway access points on Harrow Close and Eton Close

Issues of speeding and driving offences in Hapton and Padiham.

There are also streets of concern in Hapton where motorists have been exceeding the speed limit.

- Members of the public can contact the Safer Roads Unit directly via email to raise concerns of streets which people are speeding down.
- OP Snap is also in place which allows members of the public to upload dashcam footage of driving offences they witness
- Below are 2 links which are useful.
- www.lancashire.police.uk/contact-us/minor-motoring-offences
- [Speed Concern Submission – Lancashire Road Safety Partnership \(lancsroadsafety.co.uk\)](http://lancsroadsafety.co.uk)

Police Community Support Officer's have also shown a presence at different schools on their respective wards at school pickup times to ensure safe parking / no parking on yellow zigzag lines, as well as engaging with the community.

Minutes of Padiham Sports Club 2023 AGM held at Padiham Football Club on Monday 4th December 2023

Present: A Smith, S Astin, C Clarke, M Bailey, K Hitchon, T Muldoon.

Apologies: D Outhwaite, K Clayton.

Minutes of Previous AGM: Emailed out/Read and approved

Matters arising:

Technical School Header and Date stones currently situated at Padiham Football Club, still not relocated to its original location on Burnley Road by Padiham Town Council.

Replacement Valuation of buildings at the Arbories Memorial Sports Ground (AMSG) had been undertaken for insurance purposes and increased insurance premium by £1,000 to nearly £3,000 per year.

More work by Burnley Council in Fiery Wood had been undertaken to try and resolve the problem of water from Fiery Wood finding its way onto the football ground.

Burnley Council had also cut back branches overhanging the cricket club bye pass side grass banking.

75th anniversary improvement works to the AMSG since last years AGM and in readiness for the summer of 2024, included repair work to the cricket clubs flat roof and the fitting of new PVC windows and doors to the pavilion as well as a start on constructing a childrens woodland play area/a memorial garden and hard standing for seating and benches. The football club had made improvements to its fitness room and kitchen. Work on improving the drainage of the cricket outfield, improving disability access to the cricket pavilion and the painting of the mural on the block wall leading from the car park to the grounds to be started in the new year or as soon as the weather improves.

Paperwork still to be submitted to Burnley Councils planning department to obtain permission to undertake work requested by LCC Highways department and Padiham CC the TPO trees on Arbory Drive.

Padiham FC still to supply PSC a copy of letter received from local resident on West Street regarding gated area built on sports club land at rear of car park.

Remedial work to blockwork enclosing foundations to football club stand still requires undertaking, however requests for quotes to undertake this work have been requested but none returned as yet.

Shuttleworth College still not prepared or able to hire out the schools facilities to PFC or PCC for coaching/training purposes which means both clubs having to hire out of town facilities.

Padiham Sports Club Treasurers Report: Emailed out to committee members and contents agreed at the meeting.

Padiham Football Club Report: Given by club chairman Shaun Astin, with concern noted by the committee that the Football Club accounts showed a loss of nearly £21,000 for the year ending 31/5/23 and a big reduction in the football clubs cash reserves.

Padiham Cricket Club Report: Emailed out to committee members by Club secretary Kevin Hitchon and a financial statement given by club treasurer Toby Muldoon that showed a surplus on the year of over £14,000.

Padiham Sports Club Secretary Report: Emailed out to committee members and accepted.

Election of officers: No resignations and all officers re-elected

Any Other Business:

An update was given on the insurance claim regarding the recent break-ins at both the Football Club and Cricket Club (out standing quotes/invoices regarding cricket club claim to be emailed to A Smith ASAP)

A Smith informed the meeting that he had refused to pay United Utilities the new Sewage Retail fee added to this years Water Plus invoice on the basis that Padiham Sports Club used no water or discharged any sewage and that Water Plus were also charging both Padiham FC and Padiham CC this fee. It was however pointed out that the Surface water and Highways Drainage charge part of the invoice had been paid.

The meeting was shown details of the childrens play area and memorial garden being constructed on the cricket ground and the art work for the block wall mural.

The committee agreed to the proposal to purchase two plaques that would celebrate the 75th anniversary of the opening of the sports ground.

Councillor Alan Hoskers request for a meeting with the sports clubs committee to ask for an apology over social media comments made by supporters of Padiham Cricket Club after his involvement with parking problems around the Arbory Drive area outside the cricket ground on a cricket finals day held at the cricket ground was discussed. The Sports Club committee agreed that this was not an issue for the Sports Club but one for the Cricket Club committee to resolve, however it did not condone/support the use of social media to post comments that were seen to be dis respectful to councillor Hosker, and had expressed this view point to the cricket club committee and councillor Hosker since the occurrence.

The Sports Club Members made a point that the council had not contacted them before increasing the length of yellow lines outside the cricket ground and that this was the main reason for parking problems at certain times and wanted the Sports Club committee to discuss this issue with Burnley Council.

A discussion took place over what events should be organised to celebrate next summers 75th anniversary of the opening of the AMMSG. It was agreed that both the Football Club and Cricket Club committees should come up with suggestions and that the Sports Club should co-ordinate these ideas alongside some joint functions and find some funding to assist with the costs.

A suggestion by PCC to resurrect the November firework display at the AMSG using the Football Clubs grass banking to set off the fireworks and to use an external organisation to put on the display and cover insurance risks was discussed.

The VCSE Energy Efficiency Scheme funded by the government to help Voluntary, community and social enterprise (VCSE) organisations in England improve their energy efficiency was discussed and was to be looked into.

It was agreed that the next meeting of the Sports Club committee should be in 3 months time on a Monday.

A complaint by the owners of Arbory Lodge regarding the contractors working on the cricket ground had been resolved by A Smith who in turn had asked C Clarke from the cricket club to visit the property to confirm the agreements made.

Minutes taken by

Alan Smith PSC Secretary

Padiham Town Council - Budget for 2022/2023		2023/2024	Projected	2024/25
Version 1. Date 03/11/2022		Budget	23-24	Proposed
INCOME				
Town Council Office and Administration (102)				
1	Business Support Grant	5000	0	0
2	Burnley Borough Council Admin Grant	0	661	661
3	Precept	95,577	95577	100000
4	Interest	0	0	0
Sub Total		100,577	96,238	100,661
Community Room				
63	Hire Charges	500	950	950
Sub Total		500	950	950
Archive Room				
59	Contribution to rent and NNDR	1,000	1,000	1000
Sub Total		1,000	1,000	1,000
Concert Hall				
47	Ballroom Hire Receipts	12,000	12675	14000
48	Ballroom Bar Takings	500	600	650
Sub Total		12,500	13,275	14,650
Other Income				
94	Beer Festival	0	765	765
64	Council Chamber Hire (Weddings)	300	80	300
88	Party in the Park	220	0	0
Sub Total		520	845	1,065
Total Income		115,097	112,308	118,326
EXPENDITURE		Budget 23/24	Projection 23/24	Proposal 24/25

	Salaries & Wages			
5	Town Clerk Salary	27,395	29,320	29,320
	Assistant Town Clerk Salary	0	4992	4992
	Commitment & Achievement Award			
8	Town Clerk Cover	2160	2304	1728
9	Payroll Admin Charge	300	300	300
119	Pension & NI contributions	3,100	1254.5	3160
	Sub Total	32,955	38,171	39,500
	Expenses			
11	Clerk Expenses	100	0	0
	Sub Total	100	0	0
	Professional Charges			
14	Insurance	1025	1593	1672.65
15	Audit Fee	1,000	920	966.00
16	Legal	0	0	0.00
17	Subscriptions	0	0	0.00
114	Licenses	365	4302	0.00
	Sub Total	2,390	6,815	2,639
	Town Council Office and Administration (102)			
18	Rent	650	660	660
19	NNDR	675	340	340
20	Service Charge	11,000	15000	15000
21	Bank Charges	0	0	0
22	Office Equipment	500	452	452
24	Website & Internet Support	165	330	3000
25	Stationery	600	310	310
26	Postage	100	24	24
27	Printer and copying	1,500	1025	1025
28	Printing (external)	250	120	120
29	Recruitment	0	0	0
30	Advertising	0	0	0
31	Computer Hardware	0	0	0
32	Computer Software	575	455	455
34	Gifts and hospitality	0	8	0
	Sub Total	16,015	18,724	21,386
	Concert Hall			
39	Rent	1	1	1
40	NNDR Ballroom	9,800	8320	8320
119	NNDR Storeroom	230	425	425
44	Maintenance/Supervisor	6,000	6909.5	6909.5
	Commitment & Achievement Award	0	0	0

45	Licences and Performing Rights	1,500	70	4587
46	Laundry	400	350	350
49	Cleaning Materials	650	1200	1200
96	Publicity	0	0	0
116	Cleaning	3,500	3240	3240
122	Ballroom Wi-Fi	3,000	6000	2400
	Sub Total	25,081	26,516	27,433
	Archive Group			
51	Rent - Archive Office	1,980	2,000	2,000
52	NNDR	2,220	1,362	1,362
53	Service Charge	0	0	0
	Sub Total	4,200	3,362	3,362
	Community Room			
60	Rent - Community Room	0	0	0
120	NNDR	860	916	916
	Sub Total	860	916	916
	Council Chamber			
65	Wedding Licence Fee	100	200	200
66	Floral Decorations	100	0	0
	Sub Total	200	200	200
	Mayoralty			
68	Mayoralty inc chains, expenses etc	165	200	650
69	Mayor Making	440	890	900
70	Mayor at Home	100	151	0
71	Mayoral Ball/Hospitality	750	0	950
90	Mayoral invitations	100	60	100
	Sub Total	1,555	1,301	2,600
	Projects			
83	General Donations and Grants	0	0	0
113	Additional Projects	16,140	12000	12000
	Town Centre Improvement Scheme	5,000	0	0
	Business Voucher Scheme	2,000	125	1000
	Publicity	2,000	0	0
	Sub Total	25,140	12,125	13,000
	Events			
85	Christmas Lights Switch On	9,000	9000	9000
86	Duck Race/Summer Fair	3000	4846	5000
87	Halloween Party	200	0	200
88	Party in the Park	3,000	2210	5000
89	Remembrance Sunday	2,000	2425	3250
94	Beer Festival	1,400	135	1400
112	Markets	0	0	0
117	Padiham on Parade	2,000	2000	2000
118	Remembrance Concert	2,475	615	0

122	Painting Padiham	1,000	1002	1000
121	Events	0	437	500
	Sub Total	24,075	22,670	27,350
	Total Expenditure	132,571	130,799	138,385
	Reserves	-17,474	-18,491	-20,059