

CLITHEROE TOWN COUNCIL

Minutes of the Town Council meeting held on Monday 16 January 2023 In the Council Chamber, Clitheroe Town Hall

PRESENT:- The Town Mayor, Councillor Jenni Schumann, in the Chair
The Deputy Town Mayor, Councillor Jonathan Hill
Councillors Ian Brown, Kerry Fletcher, Stewart Fletcher, Mark French,
Gaynor Hibbert, Donna O'Rourke, Simon O'Rourke, Mary Robinson
Town Clerk

Prior to the meeting there was an update on road safety matters in Clitheroe by County Cllr Sue Hind

01.23 APOLOGIES FOR ABSENCE

None

02.23 PUBLIC PARTICIPATION

There was no public participation.

03.23 DECLARATIONS OF INTEREST

None

04.23 MINUTES

The minutes of the Town Council meeting held on 14 November 2022 were approved and signed.

05.23 MAYORAL COMMUNICATIONS

The Town Mayor updated the meeting on engagements since the previous Council meeting.

06.23 PLANNING APPLICATIONS

Consideration was given to planning applications received for weeks ended 23 & 30 December 2022 and 06 & 13 January 2023

RESOLVED:

- (1) That no objections be raised to the following applications:-

3/2022/1063 and 1147

- (2) That Ribble Valley BC be advised that the Town Council wishes to object to application 3/2022/0771. The Town Council objects to this application as it will result in the loss of housing and the addition of yet another takeaway in a town which already has plenty of takeaways. There is insufficient parking for customers and it is noted customers of existing takeaways already park in the bus stop creating a highway safety issue. Access to the waste disposal area is poor and it is understood local residents have already complained about the number of rats and scavenger birds attracted by existing waste disposal outlets. The extractor fan could lead to noise and odour issues for local residents.**
- (3) That Ribble Valley BC be advised that the Town Council wishes to object to applications 3/2023/0002, 0006, 00008. The Town Council wishes to object to these applications on the grounds that the proposed structures will be totally out of character in a historic market town. It is also submitted that siting a structure outside a pub may lead to problems with vandalism.**

07.23 MAYOR MAKING AND ANNUAL MEETING 2023

It was noted that, as 2023 was an election year for the Town Council, the annual meeting and mayor making could only take place within a 14 day window after the results of the elections were known. It was known that RVBC's annual meeting would take place on Tuesday 23 May 2023 so it was agreed that the Town Council's annual meeting would take place on Tuesday 16 May 2023. Suggestions were made as to possible candidates for Town Mayor if the Deputy Mayor was not re-elected. It was agreed that arrangements would be made by the Deputy Mayor for his mayor-making ceremony and, if he were not re-elected, the incoming Town Mayor would inherit the existing arrangements.

RESOLVED: THAT the Town Council's annual meeting would take place on Tuesday 16 May 2023 and THAT arrangements for the mayor-making ceremony would be made by the Deputy Mayor which would stand regardless of who the incoming Town Mayor turned out to be.

08.23 CHRISTMAS LIGHTS AND EVENTS 2022

The Town Clerk advised that a total of 90 small, lit artificial trees had been placed around town. The newly lit large tree at the Salford triangle had been particularly well-received. It was noted that one side of the large tree near the library had been poor in shape, which had been disappointing, but that the contractor had done his best with its positioning.

It was reported that there had been some practical difficulties regarding the electricity supply at the Christmas lights switch on which had been sorted by Councillor Simon O'Rourke at the last minute. It was agreed that arrangements needed to be made with the contractor next year so that a similar issue could be avoided. It was also agreed that attempts should be made to try and amalgamate the Christmas lights switch on, the Christmas crib dedication and the Clitheroe Market switch on in 2024 and that greater publicity should be given to the combined event.

RESOLVED: THAT the Town Council try to amalgamate arrangements for the Christmas lights switch on, the Christmas crib dedication and the Clitheroe Market switch on for 2024 and that greater publicity be given to any combined event.

08.23 TOWN AWARDS 2023

An update was given regarding progress on the finalisation of the Town Award categories for 2023 and it was noted a final recommendation should be available for the General Purposes Committee meeting on 13 February 2023.

09.23 ACCOUNTS PAID DECEMBER 2022

It was noted that the expenditure in December 2022 had been average. Two sets of traffic management costs had been incurred – for Remembrance Sunday and the grant to the Ribble Valley Scooter Rally although it was noted the final total for this had been below budget.

Resolved: THAT the accounts paid in December 2022 be approved.

EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That by virtue of the fact that the following items of business be exempt information under the Public Bodies (Admission to Meetings) Act 1960 the press and public be now excluded from the meeting

10.23 STAFF ABSENCE REPORT

Information regarding recent staff leave was given as was information regarding possible forthcoming staff leave. It was reported that a member of staff had been off through illness for one day in the week before Christmas.

RESOLVED: THAT staff leave be noted.

It was agreed that a Personnel Committee should be established consisting of the Town Mayor, the Deputy Mayor and the Council Leader. The Committee would deal with staffing matters and would be responsible for staff appraisals. It was agreed that a simple template for staff appraisals should be drawn up in order to initiate the appraisal process.

11.23 TORCHLIGHT PROCESSION 2023

An update regarding a possible Torchlight Procession being held in 2023 to commemorate the King's Coronation was provided. Councillor Simon O'Rourke advised that a meeting of interested parties was to be held week commencing 23 January 2023. Councillor Simon O'Rourke advised he would look over the Town Council's Torchlight file from 2012 prior to this meeting and would also ask Marshal Scott for any financial information from 2012.

Councillor Mary Robinson made a suggestion regarding a celebration of the King's Coronation in May 2023. It was suggested that a large screen be positioned at the Castle Bandstand which would broadcast the Coronation and the public could attend with their own refreshments. It was agreed this was a promising idea but that Ribble Valley BC and

other organisations in the town should be asked contribute both financially and organisationally.

Signed:
Chair

The meeting closed at 20.40 pm.