

### Agenda Item 3

**Minutes of the Annual General Meeting of Barrowford Parish Council  
Held at Holmefield House Gisburn Road Barrowford  
On Wednesday, 18<sup>th</sup> September 2019**

**Present**

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

T. Titchiner	R. Oliver	M. Waddington	K. Turner	J. Gibson
M. Iqbal	S. Nike	P. Thompson	A. Vickerman	

**81. Declaration of Interest:** None

**82. Apologies:** Cllrs. L. Peake, T. Titchiner

**83. Minutes of the Meeting of the Council Held on the 21<sup>st</sup> August 2019:** Copies having been previously circulated.

**It was resolved:** That the minutes of the Meeting held 21<sup>st</sup> August 2019 be approved as a correct record.

**84. Minutes of the General Purpose Committee Held on the 5<sup>th</sup> June 2019:** Copies having been circulated.

**It was Resolved:** That the minutes of the General Purposes Committee be noted.

**85. Planning & Highway Matters:**

Number		Comments
19/0585/FUL	Full: Erection of a two storey and first floor extension together with external alterations following change of use from agricultural building to dwelling house. The Old Dairy Ridgaling Farm Pasture Lane Barrowford Lancashire	<b>No Objection</b>
19/0531/TPO <b>For Information Only</b>	3 dead or dying sycamore trees becoming dangerous to people and pets on land behind garage. 1 Sandy Hall Lane Barrowford Nelson Lancashire BB9 6QH	
19/0700/TPO <b>For Information Only</b>	Remove dead wood, epicormic and over extended branches of two Lime trees. 78 Carr Hall Road Barrowford Nelson Lancashire BB9 6QG	
19/0707/TPO <b>For Information Only</b>	T1 - Oak. Draw back from dwelling by 2m. T2 & T3 - Alder. Fell to obtain light for other trees and dwelling. 26 Bank Fold Barrowford Nelson Lancashire BB9 6JW	

**86. Financial Matters:**

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The relevant paperwork having been previously circulated.

**It was Resolved:**

- a. Approve Virements for August 2019
- b. To note the Outturn for August 2019
- c. To approve payments of £9691.65 for September 2019

**Payments September 2019**

**To Whom Paid**

Old Baths Trading Company	398.93
S B Riley	130.00
Janice Taylor	450.00
Petty Cash	214.20
MW Catering	150.00
Wages & Salaries	5277.10
D. Lewin	75.35
I. Lord	68.84
HM Revenue & Customs	1116.76
Nest	266.26
Peninsular	108.00
PKF Little John	720.00
J B Barnes Ltd	16.89
British Gas	38.44
Arc Elevators	144.00
Daisy Communications	85.49
Dewhurst Decorating Supplies	42.47
Empress Saw Mills	201.86
Barrowford Safe & Lock Services	4.00
Luncheon Club	183.06
<b>Total</b>	<b>9691.65</b>

**87. Conclusion of Audit 2018-19:** The Auditors report having previously been circulated.

**It was Resolved:** To note the Auditors report and ensure the Clerk reviews the documentation prior to submission. The Council passed a vote of thanks to the Clerk.

**88. Transfer of Barrowford Memorial Park:** The Clerk circulated a Pendle Engineering report on the condition of certain walls within the park and a verbal regarding the transfer was given.

**It was Resolved:** That the Clerk contact Pendle regarding the work highlighted and that an undertaking be sought that Pendle Borough Council would pay for these remedial works.

**89. Parish Newsletter:** A Draft copy having been circulated. The Clerk reported that the newsletter would be printed and delivered before the end of September.

**90. Neighbourhood Plan Update:** Cllr. Stringer reported that the plan was on the agenda of the September Policy & Resources Committee at Pendle and if approved the referendum would probably take place in November.

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- 91. Remembrance Sunday:** The Clerk reported that the letters of invite had been sent out and that the times were 10.45am at the Church and 12noon at the Memorial Garden.
- 92. Fingerpost at the Fleece Toilets:** The Clerk reported that post and canopy had been installed and that the wiring for the light was being carried out.
- 93. Reports from Working Groups:** None
- 94. Report of the Clerk:**
- 1) **Boiler Holmefield House:** The boiler needed repairing last week the cost was £465.00 which included a new fan and seals kit.
  - 2) **Fruit Trees:** The Clerk is waiting for a price.
  - 3) **Winter Planting:** The plants are being ordered this week for planting in October.
  - 4) **Pendle Heritage Centre:** Request to retain Cruck Barn lighting throughout December.  
**It Was Resolved:** To lend the lights to Pendle Heritage Centre on the understanding that they are returned in good working order.
  - 5) **Lights in the Car Park:** The brackets have arrived and the lights have been re-installed.
  - 6) **Alarm Holmefield House:** The Clerk has called in the alarm installers to rectify the problem.
  - 7) **Water on Wheatley Lane Road:** The Chairman received a letter from a resident regarding the water problem in the dip at Clough Springs. The Clerk raised the matter at the area committee and forwarded a copy of the letter to both planning and highways. Highways have responded with an unsatisfactory response and the Clerk has replied.
  - 8) **Telephone Box at Dickie Nook:** BT is currently holding a consultation about either removing the box or handing it over to the local council for £1 as a feature.  
**It was Resolved:** That the letter be forwarded to the Higherford Residents Action Group to see if they are interested in taking up the option.
- 95. Report on the Barrowford and Western Parishes Area Committee Meeting:** Cllr. Oliver gave a brief update.
- 96. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Cllr. Turner reported that there was an item on the Policy & Resources Committee Agenda relating to a proposed reduction in frequency of both mechanical and manual road sweeping in the borough.
- 97. Date, time & place of the next meeting:** *The next meeting of the Council will be held on Wednesday the 16<sup>th</sup> October 2019 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*