

Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 15th June 2016**

Present

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

T. Titchiner	E. Jackson	M. Waddington	S. Nike	G. Gibson
A. Vickerman	A. Stringer	R O Windley	K. Turner	B. Norcross
Cllr. L. Crossley	Cllr. C. Wakeford			

35. Declaration of Interest: None

36. Apologies: None

37. Minutes of the Annual Meeting of the Council Held on the 18th May 2016:

Copies having been previously circulated.

It was resolved: That the minutes of the Annual Meeting held 18th May 2016 be approved as a correct record.

38. Minutes of the General Purpose Committee: copies having been circulated.

It was resolved: That the Minutes of General Purposes Committee held on the 6th April 2016 be noted

39. Planning & Highway Matters:

Number		Comments
16/0385/FUL	Full: Erection of a two storey extension to side, demolition of existing conservatory and replacement with single storey extension to rear.13 Barleydale Road Barrowford Nelson	No Objection:
16/0404/OUT	Outline: Erection of a detached dwelling (Access and Layout) Land To Rear Of 1 Bank Fold Bankhouse Mews Barrowford	Objection: As this is only outline permission for one dwelling with no indication of the number of bedrooms envisaged it is difficult to ascertain whether the proposed off road parking is adequate and the fact that the response from highways has not been received, the Parish Council feels that the following objections should be applied: 1) Insufficient off road parking at one space indicated. 2) Limited access would necessitate either

Agenda Item 3

		<p>reversing into or out of the proposed parking space on to Bankhouse Mews at a position less than 6-8m from the junction with Gisburn Road.</p> <p>3) Insufficient on street parking to compensate for lack of off road parking due to the fact that there are parking restrictions on Bankfold. No parking on Gisburn Road abutting the site and the fact that any parking along the curtilage abutting Bankhouse Mews would be compromised by the proposed entrance position.</p>
16/0386/HHO	Full: Erection of single storey extension to rear. 15 Park Street Barrowford Nelson	No Objection:
16/0419/FUL	Full: Alterations to frontage to allow garage to be used as shower room/utility 8 Deepdale Court Barrowford Nelson	No Objection:

40. Financial Matters: The relevant paperwork having been previously circulated.

It was Resolved:

- a. To note the Outturn for May 2016
- b. To approve payments of £12,595.88 for June 2016
- c. That the nationally agreed pay agreement for 2016-18 be implemented.
- d. To note the grant award of £4,700 from Groundwork towards the Neighbourhood Plan professional fees.

Payments June 2016

To Whom Paid	Total
Zurich Municipal	2546.89
British Gas	48.15
British Gas	298.12
Eon	12.37
British Gas	41.05
J B Barnes	28.91
Trade UK	121.92
Option Hygiene	3.54
Copifax	53.49
Mr. L. Pickering	280.00
Friends B/ford Mem Park	60.00
Barrowford in Bloom	60.00
Friends Holmefield House	60.00
H/ford Residents Action Group	60.00
Daisy Communications	64.85
Luncheon Club Petty Cash	25.00

Agenda Item 3

Petty Cash	202.18
HM Revenue & Customs	1006.40
Wages & Salaries	4602.57
D. Lewin	52.80
I. Lord	44.79
Petty Chartered Surveyors	1425.00
Donald Race & Newton	826.00
Donald Race & Newton	552.00
Luncheon Club	119.85
Total	12595.88

41. Report of the Internal Auditor: The relevant paperwork having been previously circulated.

It was Resolved: To accept the report of the Internal Auditor and adopt his recommendations as part of the financial practices of the council.

42. Approval of Accounts 2015-16: The relevant paperwork having been previously circulated.

It was Resolved:

- a) That the Statement of Assurance had been read understood and approved.
- b) That the Annual Return to the Auditor be approved.
- c) That the Significant Differences Explanatory Notes be approved

43. Mowing Equipment. The Clerk reported to the Council that he had submitted a grant application to the Barrowford & Western Parishes Area Committee for £5,000 towards this item but reported that due to the usual over-subscription that this figure may be cut, the decision will be taken at the July BWPAC meeting.

44. Car Park Holmefield House: The Clerk reported that this phase of the renovation of Holmefield House would now be progressed.

45. Neighbourhood Plan Update:

- Cllr. Turner reported that a meeting with local stakeholder groups and that the initial draft of the plan was being written.
- That an informal consultation with the public between the 4th and 18th July.
- That he hoped to have stall at the Lifestyle Event on the 2nd July to promote and inform people of the consultation and requested volunteers to help man the stall.
- That a leaflet should be produced and printed to be given out at the stall and either included in the newsletter or delivered to every household separately.
- Cllr. Jackson reported that he had spoken to the Reedyford Medical Practice.

46. Parish Newsletter: A copy of the summer edition was handed out and the Clerk requested that any alterations should be submitted by the following Monday. It was suggested that as the newsletter had a full page detailing the Neighbourhood Plan that

Agenda Item 3

this could be used to promote the consultation in preference to including a separate flyer.

47. Best Kept Garden Competition 2016: The Clerk reported that preparations were underway for this year's event and that judging would be held on the last weekend in July.

48. Summer Planters: The Clerk reported that planting had been completed and that with the support of the Friends of Holmefield House a raised bed was to be built to the front of Holmefield House.

49. Reports from Working Groups: None

50. Report of the Clerk:

1) **Barrowford Library:** A request was made at the BWPAC to add the Library to the agenda of the next GP Meeting. The Clerk has emailed County Cllr. Wakeford requesting more information to enable a more informed discussion of the situation to take place. Cllr. Wakeford reported that he had obtained the following information:

- Lancashire County Council the site would be handed over on a community asset transfer basis with the stipulation that it would be there to provide a community service whether or not that be a library.
- Depending on the outcome of the consultation there are many different models suggested although the book provision model is one suggestion.
- All staffing, building costs including maintenance costs would be the responsibility of whoever took over the running of the library.
- An expression of interest needed to be submitted with a closing date of the 19th June but he had spoken to the relevant parties and this would be extended in Barrowford's case to allow a proper resolution to submit an expression of interest to take place at the GP Meeting on the 6th July.
- That following the expression of interest, further information including current running costs would be available to enable the interested party to work up a bid. Cllr. Crosley offered to submit an expression of interest in her own right.

It was Resolved: To add this item to the July GP Meeting Agenda.

2) **Meeting of the Human Resources Committee:** This Committee need to meet to discuss the Parish Councils provision of a pension scheme and other staffing matters. A meeting date was arrange after the meeting by the Councillors who sit on this Group.

3) **Royal British Legion:** The 1st July 2016 is the 100th Anniversary of the Battle of the Somme. To mark this day the RBL is asking all Councils to lay a wreath at their War Memorial on that day. The Clerk has obtained a wreath.

It was Resolved: That Cllr. S. Nike will lay the wreath on behalf of the Parish Council on Friday 1st July at 11pm.

Agenda Item 3

- 4) **Barrowford Post Office:** Has reopened at 136 Gisburn Road.
- 5) **Barrowford Cricket Club:** Repair work has been carried out following the break in and after discussion with other interested parties new security gates for the main pavilion entrance have been ordered.
- 6) **Friends of Holmefield House:** The next car boot will be Sunday 26th June please contact Linda Crossley for a stall.
- 7) **Barrowford Lifestyle Event:** The banners will be going up starting Friday.

51. Report on the Barrowford & Western Parishes Area Committee: Cllr. Oliver reported that the planning applications at Holt Square and Sandy Hall Lane had been refused.

52. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies: Cllr. Nike Reported on the recent meeting of the Pendle Hill Landscape Partnership Board including that the Board was taking on a graduate to highlight and promote the geology of Pendle.

53. Date, time & place of the next meeting: *The next meeting of the Council will be held on Wednesday the 20th July 2016 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*