

Agenda Item 3

**Minutes of the Council Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 20th March 2019**

Present

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

A. Stringer	S. Nike	A. Vickerman	J. Gibson
T. Titchiner	K. Turner	P. Thompson	

175. Declaration of Interest: None

176. Apologies: R O Windley, M Waddington, L. Peake

177. Minutes of the Council Meeting of the Council held on the 20th February 2019 Copies having been circulated.
It was resolved: That the minutes of the Meeting held 20th February 2019 be approved as a correct record.

178. Planning & Highway Matters:

19/0134/FUL	Full: Erection of two dwelling houses Plots 4 & 5 amendment to Planning Permission 13/14/0237P and 13/16/0071P. Part Of Field Adjacent to Clough Springs Barrowford	No Objection:
18/0778/FUL	Full: Change of Use from a Shop (Use Class A1) to a Health Clinic (Use Class D1). 101 Gisburn Road Barrowford Nelson	Objection: The Parish Council object on the grounds of non-retail businesses within the defined Primary Retail Frontage 1. See appendix I for full comments.
19/0170/HHO	Full: Erection of a single-storey extension to side (northeast) following demolition of a side outrigger. 6 Park Street Barrowford Nelson	No Objection
19/0169/HHO	Full: Erection of a single storey rear extension and conversion of garage into habitable accommodation. 13 Carr Hall Gardens Barrowford Nelson	No Objection
19/0106/FUL	Full: Demolition of workshop and retention of a two-storey dwelling (Part-Retrospective). 38 Church	No Objection: But as part of the walls form a retaining wall to the adjacent properties garden it is essential that the

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	Street Barrowford Nelson	building conform to current Building Reg's.
19/0162/TPO For Information	<p>I would like to apply for the following works to all trees numbered on the attached sketch map which fall from within the conservation area, some of which may be subject to a T.P.O. They are as follows:</p> <ol style="list-style-type: none"> 1. Removal of diseased home chestnut tree in: (A1) 2. Crown reductant of lawsain cypress x 2 in (A1) to reduce risk of damage 3. group of six cypress trees and one portuguese laurel for crown thinning and crown lifting to reduce risk of damage to the house in close proximity. 4. Overgrown cypress tree for removal. teh base of the tree and root system have caused damage to the dwarf wall/ seating area. 5. Mature sycamore tree for removal in (G3). This has previously had a crown reduction. It is now so large it poses a risk of extreme damage due to its close proximity to the house and garage. <p>At 2 Churchill Road Barrowford Nelson Lancashire BB9 6QB</p>	

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

It was Resolved:

- a. To Approve Virements Highlighted for February 2019.
- b. To note the Outurn for February 2019
- c. To approve payments of ££7,773.06 for March 2019

Payments March 2019

To Whom Paid	Total
Multicare Mobility	192.00
Janice Taylor	400.00
Wages & Salaries	5122.97
D. Lewin	34.10
I. Lord	40.24
HM Revenue & Customs	1106.82
Nest	159.27
Peninsular	108.00
Petty Cash	202.79
J B Barnes Ltd	21.32
Daisy Communication	82.87
Travis Perkins	80.03
Waterplus	68.82
Luncheon Club Provisions	153.83
Total	7773.06

180. Parish & town Council Audit Requirements 2018-19:

It Was Resolved:

- a) To appoint Yorkshire Internal Services Ltd as the Councils Internal Auditor for 2018-19.
- b) To approve a fee of £320.00 for the 2018-19 Internal Audit.
- c) The adoption of the Internal Audit Terms of Reference as part of the 2018-19 audit procedure.
- d) The adoption of the Internal Control and Suggested Testing document as part of the 2018-19 audit procedure.

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- e) The adoption of the Effectiveness of Internal Audit document as part of the 2018-19 audit procedure.
 - f) The adoption of the reviewed Councils Risk Management Policy Statement for 2018 -19 as part of the procedures of the Council.
 - g) The adoption of the Councils Risk Management Register for 2018-19
 - h) The adoption of the Councils Asset Register as of 31st March 2019 as part of the 2018-19 audit procedure
- 181. Barclays Bank Branch Closures:** To discuss future banking arrangements for the Councils Banking.
It was Resolved: That the Clerk approaches the Nelson Branch of TSB and reports back to the April Meeting.
- 182. Neighbourhood Plan:** Cllr. Oliver & Cllr. Stringer gave a brief progress report on the appointment of an examiner and will keep the Council informed.
- 183. Transfer of Barrowford Memorial Park & Heritage Centre:** Cllr Oliver gave a brief update on a meeting between Pendle and the Parishes negotiating team. Cllr. Oliver reported that Heritage Trust for the Northwest had forwarded amendments to the draft lease sent by Pendle. After discussion Mr. Mousdale intimated that some minor alterations were necessary and took on board some of the Negotiating Teams suggestions. The Chairman asked for the Councils authority to write to Pendle on their behalf.
It was Resolved: That the Chairman could write to Pendle with the authority of the Parish Council.
- 184. Boundary Commission Electoral Review of Pendle Consultation:** After discussions regarding the desirability of the whole of Barrowford being contained within one Borough Ward.
It was Resolved: That the Clerk drafts a response for discussion at the April meeting.
- 185. Car Park Update:** The Clerk reported that the planning conditions documents had been submitted and accepted by the planning department and was awaiting a decision.
- 186. Reports from Working Groups:** None
- 187. Report of the Clerk:** The Clerk reported that he had been contacted by the owners of 117-121 Gisburn Road to resurrect the scheme drawn up in March 2017 for the creation of a refuse storage area on Council owned land adjacent to the building.
It was Resolved: That the Council was still in favour of the original decision. On the proviso that all costs including preliminary work such as planning applications, drawings and associated designs are carried out by the owners of 117-21 Gisburn Road and submitted to the Parish Council for approval prior to planning applications being submitted or work on site being started.

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188. Report on the Barrowford & Western Parishes Area Committee: Cllr. Oliver gave a brief verbal report.

189. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies: None

190. Date, time & place of the next meeting: *The next meeting of the Council will be held at Holmefield House, Gisburn Road, Barrowford, at 7pm on Wednesday the 17th April 2019.*

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Appendix 1

Planning Application 18/0778/FUL:

Planning application 18/0778/FUL (Full: Change of Use from a Shop (Use Class A1) to a Health Clinic (Use Class D1). 101 Gisburn Road Barrowford Nelson) falls within the designated Primary Retail Frontage 1 within the Barrowford defined Local Shopping Area, current planning policy states that non-retail usage should not exceed 25% of the defined total length of the defined local shop frontages.

Primary Frontage is 53.6m long and the frontage is assessed annually to determine the current usage although this is not assessed against approved usage designation. The figures recorded in the 2018 Survey carried out in May/June show that at that time 27m was retail and 25.6m was non A1 use equating to 52.2% retail and 47.8% non-retail.

These figures do not take on board the granting of change of use for 117 Gisburn Road from A1 retail to A5 hot food takeaway (chip shop) and if these are included take the non-retail to 31m or 58%. Recent applications for change of use within the defined Primary Frontage 1, has seen the Parish Council consistently ask for these applications to conform to Pendle Borough Council's own planning policy.

At several Area Meetings when these applications were discussed the Parish comments usually were largely ignored on the grounds that the Parish supported an application which exceeded the 25% by around 3-4% and that this action set a precedent. This was a one off case due to the large shop frontage in relation to the short length of Primary Frontage and was thus a justifiable exception to the rule.

In the intervening period the total percentage has been allowed to double until there is now a higher percentage of non-retail in Primary Frontage 1, than in any of the Secondary Frontages within the defined shopping area or Local Frontages at Newbridge as are defined in current planning policy highlighted within the Core Strategy. If this application is contrary to Local Planning Policy then it should be refused on those grounds.