

Agenda Item 3

Minutes of the Meeting of Barrowford Parish Council Held at Holmefield House Gisburn Road Barrowford On Wednesday 15th March 2023

Present

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

S. Nike

A. Vickerman

M. Waddington

J. Gibson

T. Titchiner

R. Oliver

C. Ashton

Manzar

Borough Cllrs:

Cllr. D. Gallear

County Cllr.

Cllr. H. Hartley

160. Declaration of Interest:

161. Apologies: Cllr. L. Ashworth,

162. Minutes of Meeting of the Council Held on the 15th March 2023: Copies having been previously circulated.

It was Resolved: To Adopt the minutes as a true record

163. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
23/0113/HHO	Full: Double storey side extension, part double and single rear extension, rear dormer and extension of front dormer. 38 Lower Parrock Road Barrowford Nelson	No Objection in Principle if the Parish Councils concerns are addressed: There were concerns regarding the increased depth of the dormers to the front and the adverse effect to the streetscape through size and massing, but the Council are more concerned that there have been numerous larger extensions within this area and the Planning Authority needs to be mindful of the cumulative effect of the reduction of soft landscaping and increased roof size within the immediate area leading to a reduction in the water holding capacity of the site and the speeding up of surface water run off downhill towards Park Avenue and Victoria Park which already suffers from flash flooding during periods of heavy prolonged rain. Mitigation for the effects of climate change and carbon reduction should not only be restricted to new builds but where possible retro fitted into larger extension applications. The Council would like to see: <ol style="list-style-type: none">1. Surface water from any increased roof area is discharged into a drain and not allowed to be dispelled as surface water runoff.

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		<p>2. That any additional hardstanding for cars or patio areas are porous in nature to allow water retention reducing surface runoff rates in wet conditions.</p> <p>3. That an electric car charging point is conditioned to be installation to future proof the property.</p> <p>That where applicable the highest spec of insulation and energy saving methods are used. With consideration to renewable energy such as air heat pump and solar panels being the preferred option.</p>
23/0138/HHO	: Full: Erection of single storey side and rear extension. 13 Carr Hall Gardens Barrowford Nelson	<p>No Objection in Principle if the Parish Councils concerns are addressed: The proposed extension is out of proportion with the existing Bungalow dwelling and will significantly increase the footprint, the use of a large flat roof and additional hardstanding for car parking, will unless mitigated reduce the water retention capacity of the existing site and could increase surface water runoff towards Hamilton Road which already suffers from drainage problems. The Parish Council have no specific objections to the proposed large extension provided that the following items are addressed:</p> <ol style="list-style-type: none"> 1. Surface water from any increased roof area is discharged into a drain and not allowed to be dispelled as surface water runoff. 2. That any additional hardstanding for cars or patio areas are porous in nature to allow water retention reducing surface runoff rates in wet conditions. 3. That an electric car charging point is conditioned to be installation to future proof the property. <p>That where applicable the highest spec of insulation and energy saving methods are used. With consideration to renewable energy such as air heat pump and solar panels being the preferred option</p>

164. Financial Matters: The payment schedule, Outturns having been previously circulated.

It was Resolved:

- a. Virements for February be Approved
- b. Outturn for to the 28th February 2023 be noted
- c. To add additional late invoices totalling £55,157.00 to the payment schedule approve payments of £96,677.66 for March 2023
- d. To write off for the 2022-23 year:
 - 1) £2387.00 in vacancies covering both allotments and garages.
 - 2) £74.00 in uncollected rents.

165. Parish & town Council Audit Requirements 2022-23 Audit: Documents having previously been circulated:

It was Resolved:

- a. To appoint *Naomi Goddard of Town & Parish Audit* as the Councils Internal Auditor for the 2022-23 Internal Audit.
- b. To approve a fee of up to £355.00 for the 2022-23 Internal Audit.

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- c. The adoption of the Internal Audit Terms of Reference as part of the 2022-23 audit procedure.
- d. The adoption of the Internal Control and Suggested Testing document as part of the 2022-23 audit procedure.
- e. The adoption of the Effectiveness of Internal Audit document as part of the 2022-23 audit procedure.
- f. The adoption of the reviewed Councils Risk Management Policy Statement for 2022-23 as part of the procedures of the Council.
- g. The adoption of the Councils Risk Management Register for 2022-23.
- h. The adoption of the Councils Asset Register as of 31st March 2023 as part of the 2021-22 audit procedure.
- i. To use the Clerks review of both Standing Orders and Financial Regulation approved on the 15th March 2023 for the 2022-23 Audit and to conduct a more in-depth review by the Finance Working Group during 2023-24.

166. Parish Council Elections: Parish Council elections will be held 4th May 2023; nomination packs, the Clerk distributed nomination packs following the meeting.

167. Not on the Agenda: Update on Policing Matters and Crime Figures: PCSO A. Fielding gave the Council an update on current policing matters and crime statistics.

168. Wall at Dicky Nook and Bus Shelter on Gisburn Road: The Clerk reported that the wall at Dicky Nook had been rebuilt and that one of the bus operators had an accident report so a bill was sent to the company. The Clerk has asked PCSO Fielding to obtain the registration number of the vehicle that hit the bus shelter and would pass it on to the correct Council Officer.

169. Tree Survey: The Clerk reported that Bowland Tree Consultancy Ltd had been engaged to carry out a tree survey on all council properties containing trees. The ground work and survey work has been completed the Clerk expects the completed report within the next few weeks.

170. Planning Appeal Land at Oaklands: The appeal has been lost and planning permission has been granted, the Council discussed the response.
It was Resolved: That the Clerk writes to Cllr. Nadeem regarding their concerns regarding this application.

171. Coronation of King Charles on the 6th May 2023: To consider how the Council wishes to mark the Coronation.
It was Resolved: That £1000.00 be allocated for flags for shop fronts.

172. Play Equipment at Barrowford Memorial Park: The Clerk reported that the equipment and safety surfaces had been fully installed, the safety surface to the other areas had been repaired and power washed.

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173. Pendle Heritage Centre: The Clerk reported that the panels had been printed and delivered.

174. Report of the Clerk:

- 1) **Armed Forces Support Group:** The group have had revised plans drawn up which include a flat roof, which are now ready for submission for planning permission.
It was Resolved: That as the owners Barrowford Parish Council would submit the application and pay the application costs
- 2) **Allotment & Garage Rent Invoices:** The bills will be sent out towards the end of March.

175. Report on the Barrowford and Western Parishes Area Committee Meeting:

Cllr. Oliver gave a verbal report regarding the meeting.

176. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies: County Cllr. Hartley reported that additional money had been made available for the repair of potholes and that he was dealing with a complaint regarding bus stop on the bypass.

177. Date, time & place of next meeting: *Council Meeting Starting at 7pm 19th April 2023 at Holmefield House Gisburn Road Barrowford.*