

Agenda Item 4

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 15th May 2024**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr. T. Titchiner	Cllr. C. Ashton	Cllr. Manzar	Cllr. P. Thompson,
Cllr. R. Oliver	Cllr. L. Ashworth	Cllr. M. Waddington	Cllr. S. Nike
PBC Cllr. M. Stone	LCC Cllr. H. Hartley	Mr. C. Webster	Mrs. D. Ridehalgh

15. Election of Chairman for the year 2024-25: Cllr. Oliver took the Chair for this item, Cllr. Stringer was proposed and seconded and elected unopposed.

16. The Chairman's Declaration and Acceptance of Office: Cllr. Stringer signed the Acceptance of Office and took the Chair.

17. Declaration of Interest: None

18. Apologies: Cllr. J. Gibson and Borough Councillor D. Galliar

19. Election of Vice-Chairman: Cllr. Oliver was proposed and seconded and elected unopposed.

**20. To reaffirm the formation of the General Purposes Committee, the Administration Review Working Group, Human Resources Working Group, Best Kept Garden Working Group and to appoint members to the latter three:
It was Resolved:**

- 1) Reaffirm the General Purposes Committee.
- 2) Reaffirm the Administration Working Group and appoint Cllrs. A. Stringer, M. Iqbal, A. Vickerman, M. Waddington, P. Thompson and the Clerk to that group.
- 3) Reaffirm the Human Resources Working Group and appoint Cllrs. R. Oliver, J. Gibson, A. Vickerman, M. Waddington and the Clerk to that group.
- 4) To not hold a BKG competition in 2024 and to use the budget to fund the schools centenary planting in the memorial park and consider the future of the Best Kept Garden Working Group at the January 2025 Meeting.

21. Appointments to Other Bodies:

It was Resolved: to appoint the following Cllrs to the following bodies.

- 1) Barrowford & Western Parishes Area Committee, Cllr. R. Oliver with Cllr, A. Vickerman as reserve.
- 2) LALC Pendle Branch Cllrs. R Oliver, S. Nike and the Clerk
- 3) Tree Warden/ Pendle Countryside Access Forum Cllrs. J. Gibson, S. Nike

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- 4) Friends of Holmefield House, Cllrs. A. Stringer, R. Oliver, J. Gibson, A. Vickerman, L. Ashworth

22. Council & Committee Meeting Dates for 2024-25:

It was Resolved to adopt the meeting dates highlighted in the report.

23. Subscriptions for 2024-25:

It was Resolved: To continue membership and pay subscription to the organisations highlighted in the report and add any subscriptions accrued from SELRAP.

24. Minutes of Meeting of the Council Held on the 17th April 2024: Copies

having been previously circulated.

It was resolved: That the minutes be approved as a correct record

25. Planning Applications, Tree Orders and Highway Matters:

The Clerk circulated the Councils response to application 24/0247/VAR which was devolved to Cllr. Oliver, Cllr. Nike and the Clerk at the April meeting. The Clerk reported that due to the complexity of the application and after discussion with Cllr. Stringer, Cllr. Oliver and Cllr. Nike it was decided to engage the services of P. Fitzgerald planning consultant to write the Councils response. The response was submitted on the 7th March and can be found as Appendix 1 attached to these minutes.

Number	Detail	Comments
24/0232/FUL	Full: Conversion of existing barn and outbuilding into 5 no. dwellings. Park Hill Farm Gisburn Road Barrowford	Comments on all of these Applications can be found in Appendix 2 attached to these minutes
24/0255/FUL	Full: Erection of a 3 bedroom part two-storey self-build, eco-home detached dwelling with integral double garage on existing garden plot. Middleton Laithe Farm Middleton Drive Barrowford	
24/0302/VAR	Variation of Condition: Vary Condition 2 (Plans) and Remove Condition 6 (Obscure glazing) of Planning Permission 22/0417/FUL 147 Wheatley Lane Road Barrowford Lancashire	
24/0259/TPO	Works to a tree subject to T.P.O. No.1 1971. 5 Lupton Drive Barrowford Lancashire BB9 6JT	For Information Only
24/0276/TCA	Remove tree within a Conservation Area. Higher Park Hill Farm Colne Road Barrowford Lancashire BB9 6JQ	For Information Only
24/0299/TCA	Removal of ash trees within a Conservation Area. Marles Hill 150 Wheatley Lane Road Barrowford Lancashire BB9 6QQ	For Information Only

26. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Virements for April 2024 be noted

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- 2) Outturn for to the 30th April 2024 be noted
- 3) Allotment Rent Collection to 06/05/24 to be noted
- 4) Bank Reconciliation for April 2023 to be noted
- 5) To approve payments of £18,678.59 for May 2024

27. Roof Repairs at Holmefield House: A report will come to the next meeting

28. Community Orchard at Holmefield House: The Clerk reported that all trees had been planted and that the Council was waiting for a further delivery of bark chippings.

29. Barrowford Memorial Park Centenary: Cllr Lewis gave a brief update on the celebration plans.

30. Report of the Clerk: None

31. Report on the Barrowford and Western Parishes Area Committee Meeting: A verbal report was given by Cllr. Oliver informing the Council had deferred its decision relating to application 24/0097/VAR Parrock Road and that a site visit has been arranged and that Barrowford Cricket Clubs request for funding had been referred to the Executive.

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

33. Date, time & place of next meeting: *7pm 19th June 2024 at Holmefield House Gisburn Road Barrowford.*

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Appendix 1

FAO: Alex Cameron
Pendle Borough Council
Planning & Building Control
Town Hall Market St
Nelson
BB9 7LG
7th May 2024

Dear Mr. Cameron,

Planning Application: 24/0247/VAR Wheatley Lane Road, Barrowford

Barrowford Parish Council wish to make the following objections and concerns over the current Section 73 application are raised. This Section 73 application if approved will in effect be a new application with new documentation and Grant of Permission notice. Barrowford Parish Council considers that this new application should be kept within the Conditions set out by the Planning Inspector in the appeal decision.

Key differences between the schemes (Approved FUL/ 0197/FUL) Current App 24/0247/VAR

There does not appear to be a supporting letter with the application to make clear which plans are seeking to be replaced. This should be clear for members of the public and statutory consultees.

Approved Scheme 79 Units – Proposed variation 75

Approved scheme 11 House types – Proposed 15

Whilst it is accepted that there is a reduction in the overall number of units on the site, of particular concern is the elevational detail including proposed materials along the Wheatley Lane frontage.

The Planning Inspector specifically referred to the materials and design detail of the properties along Wheatley Lane frontage. Barrowford PC wants to ensure that the design quality is not diluted and still complies with the assessment that the Inspector made in his decision.

Approved (22/0197/FUL) 79 Wheatley Lane frontage



STREET SCENE PLOTS 34-43

The approved plans for the frontages to Church Street (Wheatley Lane Road) are abutting the conservation area which runs into the development site were considered by the Inspector to not have a detrimental affect on the setting and amenity of the Conservation Area. The house designs are of a more traditional design with stone lintels, jambs and

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sills with mullions to the larger windows to the front elevation and a stringing course at ground floor lintel level. The houses that show a side elevation have gables and show symmetry in the window layout which also have stone lintels, jambs and sills. The treatment of the door openings giving a column and portico effect gave a Regency aspect to the frontages the use of blue slates also completed the traditional design.

The three nearest buildings within the Conservation Area consist of Oaklands Farm a large late 18th century farmhouse built for a prosperous farmer with a more recently converted barn attached. The mid-19th century Oaklands Lodge which although modest in size has architectural features as befitting its association with Oaklands House the third is the former St Thomas School which dates from the early 19th century and has mullioned windows and period design.

Amended 24/0247/VAR – 75 units and Wheatley Lane frontage



The Proposed House types along Wheatley Lane resemble a generic modern house design readily available on the developers' other sites. The designs may be acceptable when not in close proximity to a Conservation Area and key ancient gateway into Barrowford. The look is a pastiche, but not quite achieving the design and material qualities of the approved housing scheme.

The removal of jambs, mullions and other architectural features, thicker framed plastic windows instead of jambs and mullions, the inclusion of lean-to style porches to some of the house design types and dormer windows clad in unspecified materials are detrimental to the setting and amenity of both the Conservation Area, the streetscape and the essential views contained in the Barrowford Neighbourhood Plan.

Windemere house type (drawing number WIN 1.7 The Windemere (stone)

The Churchill (stone – drawing number CHU 1.7) The Ashdown (stone plan ref ASH 1.7)

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Front Elevation

Can't find a plan house type 'Warwick'

House type Ashdown

Barrowford Parish Council object strongly to the proposed revision to housing design types on the grounds that the proposed designs do not conform with Panning Inspectors decision, and would be detrimental to the setting and amenity of the Conservation Area.

The Parish Council would consider removing its objection if new plans which better reflected the setting and materials in both design and materials for these prominent houses highlighted in the Appeal decision.

Relevant parts of the Appeal decision

'Para 12': The design of the dwellings to the front of the site take into account features of nearby buildings, and include mullioned windows, stone roof coping and stone detailing. The frontage properties would follow a traditional form and proposed materials include natural stone and slate.'

The revised house types along Wheatley Lane frontage do not have stone copings and do not have stone mullions as stone on the approved scheme. As this was something which was specifically picked up by the Inspector, it should follow through in any subsequent

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permissions. The Wheatley Lane frontage forms part of the Conservation Area and should be respected and enhanced as such.

‘Para 13 – The proposed materials (including artificial stone and grey roofing slates) and design of the dwellings (including those not located to the front of the site) would not be out of character with other dwellings in the locality which vary in design character and appearance.’

It is noted that there is general materials condition (10 of 2022/0197 FUL) which should follow through on any subsequent decision.

‘No above ground works shall take place until samples of the materials and finished of the external walls, roofs, windows and doors to be used in the construction of the external surfaces of the dwellings hereby permitted have been submitted to and approved in writing by the local planning authority.’

Other areas of detail

Wall and access detail

It should be clear that there are no changes to the access and wall detail as detailed on plan reference 22-105-P64 A . There does not appear to be a plan which seeks to amend this in the latest variation plan. wall, plan number

Window detail

Condition 20 of approval 2022/0197 states;

20). The window openings of the dwellings hereby permitted shall be set back from the external face of the wall. The depth of reveal shall be at least 70mm.

Will the revised house types still achieve this level of design detail?

Yours sincerely

Iain Lord

Clerk to the Parish Council

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Appendix 2

Planning Comments May 2024:

24/0232/FUL: Full: Conversion of existing barn and outbuilding into 5 no. dwellings.
Park Hill Farm Gisburn Road Barrowford

This is a new application to convert the barn as the previous application 19/0361/FUL has time elapsed. The Parish Council appreciates that the granting of that application showed that the conversion of the barn site to 5 dwellings within both the Higherford Conservation Area and the Green Belt was permissible.

The barn in question has suffered additional degradation over the last 5 years due predominantly to water ingress through lack of maintenance and basic repairs. The Parish Council is keen to retain this large prominent building within the Higherford Conservation Area which covers most of the oldest buildings within Barrowford and contains the highest proportion of listed buildings many within 250m of this site.

The basic concept of demolishing some of the later extensions would reveal some of the original layout of the barn and could be seen to enhance the building. The removal of the derelict shuppen would improve the current visual amenity of the site but some of the proposed features could be seen as detracting from the setting and amenity of both the conservation area and the green belt and would need to be altered to reduce the modern suburban feel of certain areas.

1. The two large bi-folding doors to the riverside elevation although alluding to as two larger barn doors in no way represent a barn door in both location and scale and are a justification to insert the bi-folding doors. This elevation of the barn is the most prominent when applied to the setting and visual amenity of this important conservation area when viewed from, the abutting PROW, Higherford Bridge and Gisburn Road. The opening need to be redesigned to be more compatible with the surrounding land/streetscape.
2. Similar comment can be applied to unit 5: The Parish appreciates that the North Elevation has needed to be reconfigured to change it from multi access, multi use to one internal use. The removal of one window and door to the north elevation and replaced with a floor to eaves glazed opening does reflect a former barn entrance. The treatment of the more prominently visible south elevation and inclusion of a large bi-folding door looks more current urban than setting and visual statement from both the footpath leading to Colne Road with the Heritage Centre as a backdrop or from Gisburn Road.

If a more sympathetic design of these openings with perhaps the opening being broken down to two openings by the insertion of a central jamb and French doors.

3. The creation of four small gardens/parking places/ bin stores to the East elevation does not quite make sense, when the four dwellings in the main barn are already provided with front gardens the additional distance from the dwelling to the additional parking/bin store /cycle store/small garden area. There is a potential for bins and cycles to be brought nearer to the pertinent properties, possibly resulting in amenity of the conservation area.

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4. The proposed boundary treatments to many of the areas include wooden closed board fences. These are out of character with both the proposed development and the Conservation Area. The proposed west elevation of the main barn shows the use of a stone wall up to plot 5 boundary, with closed boards used as internal divisions. This style of boundary promotes both the status and finish of the development and its place within the Conservation Area.

The Parish Council would like the wall to continue around plot 5 and the external boundaries of the proposed 4 plots with adequately wide vehicle access openings in the East Elevation of the proposed 4 gardens/parking.

The Council would like to see local tree species used for any form of hedges or trees to increase the biodiversity to the indigenous wildlife.

5. **Access to the site:** In the intervening years since application 19/0361/FUL was approved traffic flows since the end of the pandemic restrictions seems to have increased but the original application had concerns from the Highway Authority and conditions regarding the ingress and egress to the development, the Parish Council expect that the LCC Highways will submit a detailed report in their own right and that there may be additional conditions to fulfil.

The Parish Council would expect to see as a minimum that the conditions and works highlighted in application 19/0361/FUL are implemented together with addressing any other LCC concerns.

The Parish Council would like to see if Section money could be applied to improve the PROW from adjacent the development to the Heritage Centre Car Park which could be upgraded to improve the setting and amenity of the Conservation area and provide a safer corridor for walkers including potential future residents of the development to reach the Memorial Park and the shopping centre of Barrowford.

24/0255/FUL: Full: Erection of a 3-bedroom part two-storey self-build, eco-home detached dwelling with integral double garage on existing garden plot.
Middleton Laithe Farm Middleton Drive Barrowford.

Middleton Laithe Farm sits at the top of Middleton Drive a steep narrow road containing 8 large houses set in ample gardens with Middleton Laithe Farm and with a plot of the large garden having been granted planning permission on the 25/05/24. The Council did not object to the principle of another house in that area but had concerns regarding both the impact on the PROW and the open countryside. The Parish Council considered that the impact on Middleton Drive would be minimal due the steep incline of the site and the distance from the next house on Middleton Drive.

This application now proposes to build a large property on this section of land. It is highly unlikely that the Parish Council would have supported either application in their current forms if these had been submitted as a single application.

The submitted application shows a large property stepped into the hillside with extensive hard surfacing including driveways, terraces to most elevations. The visual impact on the PROW, streetscape and open countryside could be mitigated by screen with native species of trees. The biggest concerns the council has fall into three categories.

1. **Access to the site:** Middleton Drive is a comparatively narrow street not subject to on street parking due to the large curtilages of the existing properties but not ideally suited to access by large commercial vehicle at the junction with Gisburn Road and

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up the steep incline. Is Middleton Drive constructed to a standard that can take HGV's needed to deliver materials.

2. **Surface Water Runoff:** The surface area to be covered either by the roofs of the proposed dwelling and additional hard surfaces to the outdoors make up a considerable proportion of the plot, similar to the approved application 24/0053/FUL. If the two plans had been submitted together an efficient SUDS scheme could have been incorporated instead of two piecemeal schemes but that opportunity has been missed. It should be conditioned that the developer submits an adequate drainage scheme to mitigate potential of surface water runoff running down Middleton Drive or running into properties below and joining Middleton Drive lower down the hill and onto Gisburn Road. This is essential to prevent flooding down in the valley bottom and prevent a road safety issue on the A682 a main trunk road.
3. **Carbon Footprint:** Due to the elevation of the site and exposed nature consideration should be given best practices for both insulation, green heating systems and renewable energy to reduce the carbon footprint of the building.

Conditions relating to Site Operating Times: Delivery access to the site may be problematic during peak traffic periods and this should be addressed to prevent congestion on Gisburn Road. Site operating times should reflect the residential nature of the immediate area.

24/0302/VAR: Variation of Condition: Vary Condition 2 (Plans) and Remove Condition 6 (Obscure glazing) of Planning Permission 22/0417/FUL.

This building is highlighted and pictured in the appraisal for the Carr Hall Road and Wheatley Lane Road Conservation Area. The Parish Council supported the original application to convert to a dwelling to protect the long-term future of this important building. The retention of the existing building form and design with a more modern extension to the rear was supported through that extension being stepped in from the original structure and not compromising the visual amenity of this building from the streetscape. The original south east elevation has a symmetry in both design and layout including matched dormer windows to both side elevations with the top of the dormers lining up with the 1st floor window in the south east elevation.

The submitted revised plan to vary condition 2 remove all window openings to the north east elevation including the two dormers and replacing with 2 Velux type skylights, rendering condition 6 on the need for obscured glass.

Barrowford Parish Council Object strongly to the submitted variation:

The Council's objections are against the removal of the two dormers and the aesthetic impact of their removal on the original arts and crafts style design of the building. The negative impact on Conservation Area and the loss of enjoyment and amenity to the streetscape to Wheatley Lane Road. Although these objections are subjective, they are equally valid and do not go against planning policy but support the values of the Conservation Area.

Following a site visit by the Clerk the Council considers that this application should be refused or a revised design showing the retention of the dormers submitted.

The Parish Council considers that the three windows to the ground floor elevation could be removed without impacting the aesthetics of the building but due to the distance from

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the dormer windows to the house at 149 Wheatley Lane Road the retention with obscure glass would more than adequately protect the privacy of 149.

24/0259/TPO: Works to a tree subject to T.P.O. No.1 1971. 5 Lupton Drive Barrowford Lancashire BB9 6JT **For Information Only**

24/0276/TCA: Remove tree within a Conservation Area. Higher Park Hill Farm Colne Road Barrowford Lancashire BB9 6JQ **For Information Only**

24/0299/TCA: Removal of ash trees within a Conservation Area. Marles Hill 150 Wheatley Lane Road Barrowford Lancashire BB9 6QQ **For Information Only**