

Agenda Item 3

**Minutes of the Annual General Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 15th May 2019**

Present

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

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

Cllr. L. Crossley

- 18. Election of Chairman:** Cllr. A. Stringer was proposed, seconded and elected unopposed Chairman for 2019 – 20. Cllr. Stringer proposed a vote of thanks for Cllr. Oliver's efforts as Chairman for the previous four years.
- 19. Chairman's Declaration:** Cllr. A. Stringer signed the Declaration of Office and took the Chair.
- 20. Declaration of Interest:** Cllr. P Thompson declared a pecuniary interest in planning application 19/0310/LBC relating to the Lamb Club of which Cllr. Thompson is a member and took no part in the proceedings.
- 21. Apologies:** Cllr. L. Peake
- 22. Election of Vice-Chairman:** Cllr R. Oliver was proposed and seconded and elected unopposed as Vice Chairman for 2019 – 20.
- 23. Reaffirming the formation of the General Purposes, the Administration Review Committee, Best Kept Garden Committee and Human Resources Working Group and to appoint members to the latter three:
It was Resolved:**
- a) To reaffirm the formation of the General Purposes, the Administration Review Committee, Best Kept Garden Committee, Human Resources Working Group and the Neighbourhood Plan Steering Group.
 - b) To appoint 5 Councillors: Cllr. A. Stringer, Cllr. M. Iqbal, Cllr. R. Oliver, Cllr. A. Vickerman and Cllr. Waddington to the Administration and Finance Review committee.
 - c) To appoint Cllr. P. Thompson, Cllr. S. Nike, Cllr. R. Oliver and Cllr. A. Vickerman to the Best Kept Garden Committee.
 - d) To appoint Cllr. Waddington, Cllr. Oliver, Cllr. J. Gibson and Cllr. A. Vickerman to the Human Resources Working Group.

24. Appointments to Other Bodies:

It was Resolved: That the following councillors would represent the Parish Council on the following bodies.

LALC/Pendle Branch

Cllr. R. Oliver

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Tree Warden/Pendle Countryside Access Forum	Cllr. S. Nike I. Lord
Barrowford & Western Parishes Area Committee	Cllr. J. Gibson Cllr. S. Nike Cllr. A. Stringer Cllr. Vickerman (Reserve)
Friends of Holmefield House	Cllr. G. Gibson Cllr. R. Oliver Cllr. A. Vickerman Cllr. A. Stringer
Representative on Pendle Heritage Trust Ltd	Cllr. S. Nike

25. Council & Committee Meeting Dates for 2019-20:

It was Resolved: To adopt the proposed meeting dates for 2019-20.

26. Subscriptions for 2019-20:

It was Resolved: That Barrowford Parish Council continued to remain members of the following organisations and to pay subscriptions for the year 2019-20.

Wildlife Trust:

NALC:(National association of Local Councils including membership of the Lancashire Association of Local Councils)

SELRAP

27. Minutes of the Meeting of the Council Held on the 17th April 2019: Copies having been previously circulated.

It was resolved: That the minutes of the Meeting held 17th April 2019 be approved as a correct record.

28. Planning & Highway Matters:

Number		Comments
19/0285/HHO	Full: Erection of single storey extension to front. 8 Park Street Barrowford Nelson	No Objection:
19/0302/HHO	Full: Erection of front porch and first floor extension to side (East). 5 Ronbury Close Barrowford Nelson	No Objection:
19/0310/LBC	Listed Building Consent: Part removal of internal walls and replacement with steel beams and concrete foundation. 2-6 Church Street Barrowford Nelson	No Objection:

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

It was Resolved:

- To note the Outturn for April 2019

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- b. To approve payments of £14,198.91 for May 2019

Payments May 2018

To Whom Paid	Total
J. Taylor	450.00
LITE	1500.00
Springwood Nurseries	1686.42
Pendle Borough Council	348.00
Zurich Municipal	2900.59
I. Lord	5246.47
D. Lewin	40.70
I. Lord	107.19
HM Revenue & Customs	1115.96
Nest	266.26
Peninsular	108.00
Petty Cash	54.21
Petty Cash Luncheon Club	130.51
J B Barnes	15.37
Sharp Business Systems	25.61
Luncheon Club	203.62
Total	14198.91

- 27. Approval of Accounts 2018-19:** The Documents having previously been circulated:

It was Resolved:

- That the Statement of Assurance had been read understood and the replies indicated Approved.
- That the Annual Return to the Auditor be approved.
- Significant Differences the Clerks Explanatory Notes having been read to the Council and approved by the Council.

- 28. Report of the Internal Auditor:** The Internal Auditors report to the Chairman having been previously circulated.

It was Resolved: To note the Internal Auditors Report

- 29. Car Park at Holmefield House:** The Clerk reported that he had responded to further enquiries from the Planning Officer in relation to the Discharge of Conditions and was still waiting for a final decision.

- 30. Neighbourhood Plan Update:** Cllr. Stringer reported that the Examiner had completed his preliminary work and expected to complete the examination in 3-4 weeks.

- 31. Reports from Working Groups:** None

32. Report of the Clerk:

- Festive Decorations at Fountain Square: The existing lighting has been in place for a considerable time (more than 10 years) and is coming to the end of its useful life. The

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Clerk has asked LITE to give the Council a quote for replacement of the tree lighting. The Clerk suggests that to augment the ongoing replacement costs budgeted for every year that a grant application be submitted to the BWPAC for a grant to top up that budget to enable the work to be carried out.

It was Resolved: To Submit a Grant Application for £3,000 to the BWPAC

- 2) Removal of Hedging in front of Holmefield House and improved planting scheme.

It was Resolved: To remove the hedge and look at an improved planting scheme

- 3) Green Flag Award: Barrowford Memorial Park was judged earlier this week with the Judges being accompanied by Cllr. Nike and Susan Sunderland, Chairman and Secretary to the Friends Group. (Cllr. Nike gave a brief update)
- 4) Summer Planting: The plants are being collected today and tomorrow and will be planted and out before the Bank Holiday.
- 5) Winter Plants: It is the intention to use most of the bulbs and primulas within the grounds of Holmefield House.
- 6) Power Festival: The annual event will take place at the College on Sunday 26th May 2019.
- 7) In Bloom Group Plant Sale: The In Bloom Group's plant sale will be held this Saturday starting at 10am.
- 8) Friends of Victoria Park are holding a work day to plant up flowerbeds on the 3rd June all volunteers welcome.
- 9) Lifestyle Event: Pendle has received an application to hold a new revamped festival, the event will be held in July and the Clerk will keep the Council updated when further information is received.

It was Resolved: To note the report.

- 33. Report on the Barrowford & Western Parishes Area Committee:** Cllr. Crossley has been re-elected as Chairman with Cllr. Wakeford as Vice Chairman.

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

- 35. Date, time & place of the next meeting:** *The next meeting of the Council will be held on Wednesday the 19th June 2019 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*