

**Minutes of the Annual General Meeting of Barrowford Parish Council  
Held at Holmefield House Gisburn Road Barrowford  
On Wednesday, 20<sup>th</sup> May 2015**

**Present**

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

T. Titchiner	E. Jackson	P. Thompson	S. Nike	A. Stringer
A. Vickerman	B. Norcross	R O Windley		
Cllr. C. Wakeford	Cllr. L. Crossley	S. Sunderland	L. Threlfall	

Public Question Time:

Mrs. Threlfall spoke at length regarding her objections to the felling of trees within the curtilage of Holmefield House and the Council's plans to increase parking at Holmefield House, Council accepted her objections but stressed that Holmefield House as a Community Centre needed additional parking because of increased use of the facility. Mrs. Sunderland raised the lack of public conveniences since the closure of the ones sited at the Fleece. Cllr. Crossley speaking as a borough councillor stated that these toilets which had previously been offered for sale had not been sold. The Chairman Cllr. Oliver asked that the matter be added to the agenda of the next meeting for fuller discussion.

**17. Election of Chairman:** Cllr. R. Oliver was proposed, seconded and elected as Chairman for 2015 – 16.

**18. Chairman's Declaration:** Cllr. R. Oliver signed the Declaration of Office and took the Chair.

**19. Declaration of Interest:** None

**20. Apologies:** None

**21. Election of Vice-Chairman:** Cllr. R. Windley was proposed, seconded and elected as Vice Chairman of the Council for 2015 – 16.

**22. 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 General Purposes, the Administration Review Committee, Best Kept Garden Committee and Human Resources Working Group.
- b) To appoint Cllr. A. Stringer, Cllr. Windley, Cllr. E. Jackson, Cllr. R. Oliver and Cllr. A. Vickerman to the Administration and Finance Review committee.
- c) To appoint Cllr. P. Thompson, Cllr. S. Nike, Cllr. B. Norcross, Cllr. R. Oliver and Cllr. A. Vickerman to the Best Kept Garden Committee.

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- d) To appoint Cllr. E. Jackson, Cllr. Oliver, Cllr. A. Stringer and Cllr. A. Vickerman to the Human Resources Working Group.

**23. 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 Cllr. S. Nike I. Lord
Tree Warden/Pendle Countryside Access Forum Community Safety Partnership	Cllr. B. Norcross Cllr. A Vickerman I. Lord
Barrowford & Western Parishes Area Committee	Cllr. R. Oliver Cllr. Vickerman (Reserve)
Friends of Holmefield House	Cllr. E. Jackson Cllr. R. Oliver Cllr. A. Vickerman

**24. Council & Committee Meeting Dates for 2015-16:**

**It was Resolved:** To adopt the proposed meeting dates for 2015-16.

**25. Subscriptions for 2015-16:**

**It was Resolved:** That Barrowford Parish Council continued to remain members of the following organisations and to pay subscriptions for the year 2015-16.

- Wildlife Trust:
- LPFA: (Lancashire Playing Fields Association)
- SLCC:(Society of Local Council Clerks)
- NALC:(National association of Local Councils including membership of the Lancashire Association of Local Councils)
- SELRAP

**26. Minutes of the Meeting of the Council Held on the 22<sup>nd</sup> April 2015:** Copies having been previously circulated.

**It was resolved:** That the minutes of the Meeting held 22<sup>nd</sup> April 2015 be approved as a correct record.

**27. Planning & Highway Matters:**

Number		Comments
13/15/0179P	Full: Erection of single storey extension to rear 41 Barnoldswick Road Barrowford Nelson BB9 6AT	<b>No Objection:</b>
13/15/0208P	Full: Erection of two storey extension to side and	<b>Objection:</b> The Environmental Agency stipulated that due to the development

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	conversion of garage to habitable room. 12 Holmefield Gardens Barrowford Nelson BB9 8HH	being in the flood plain that the ground floor level should not be habitable and the conversion of the garage to a habitable space clearly goes against their recommendations. The same would apply to the ground floor of the proposed extension which by its size and massing and proposed location and would have an overbearing effect on the character and amenity to the existing houses in Romney Avenue.
13/15/0211N	Prior Approval Notification (Agricultural building to dwelling): Change of use of agricultural building to dwelling and associated external alterations. Agricultural Building Adjacent To Pasture Barn East Pasture Lane Barrowford Nelson BB9 6QX	Concerns regarding the site being outside the defined settlement boundary and not being a tied agricultural workers dwelling. The Council would need more information regarding materials and design before giving an informed opinion to the suitability of the design in such a prominent position overlooking the village.
13/15/0215P	Full: Erection of one 3 bed dwelling house and modify access retaining existing garage block.28 Barnoldswick Road Barrowford Nelson BB9 6BH	<b>No Objection:</b>

**28. Financial Matters:** The relevant paperwork having been previously circulated.

**It was Resolved:**

- a. That the adjustments for the year end bank reconciliation 2014-15 be adopted and the highlighted debits be approved for payment
- b. To note the Reconciled Year End Outturn to 31<sup>st</sup> March 2015
- c. To note the Outturn for April 2015
- d. To approve payments of £10361.82 for May 2015

**Payments May 2015**

<b>To Whom Paid</b>	<b>Total</b>
David J Tatham	1356.00
Raymond Smith (Haulage Ltd)	622.20
NALC	648.51
SLCC	210.00
LED Electrical	7.14
LBS Worldwide LTD	99.16
Friends B/ford Mem Park	60.00
Friends Victoria Park	60.00

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Friends H/field House	60.00
Barrowford in Bloom	60.00
Higherford Res Action Group	60.00
J B Barnes LTD	15.03
Travis Perkins	257.03
Lanlee	6.24
Copifax	48.26
A1 Skip Hire	604.80
Dewhurst Decorating Supplies	15.35
Les Pickering	270.00
Petty Cash	77.95
HM Revenue & Customs	1016.63
Wages & Salaries	4664.78
D. Lewin	65.45
I. Lord	77.29
<b>Total</b>	<b>10361.82</b>

- 29. Report of the Internal Auditor:** The report having 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.
- 30. Core Strategy Update:** A report having previously been circulated.  
**It was Resolved:** That the Council would respond to the final consultation.
- 31. Holmefield House Update:** The Clerk gave a brief report.
- 32. Reports from Working Groups:** None
- 33. Report of the Clerk:** The Clerk reported that the Carers Link group had shown interest in possibly using a plot at Lowerclough Street.  
**It was Resolved:** That the Clerk speaks to Carers Link and reports back to the June GP Meeting.
- 34. Report on the Barrowford & Western Parishes Area Committee:** Cllr. Vickerman gave a brief verbal report and congratulated Cllr. Crossley on her re-election as Chairman.
- 35. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** None
- 36. Date, time & place of the next meeting:** *The next meeting of the Council will be held on Wednesday the 17<sup>th</sup> June 2015 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*

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