

Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday 20th March 2024**

Present

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

S. Nike
J. Gibson
Cllr. D Gallear

R. Oliver
C. Ashton

T. Titchiner

J. Gibson

L. Ashworth

167. Declaration of Interest: None

168. Apologies: Cllr. M. Iqbal

169. Minutes of Meeting of the Council Held on the 21st February 2024: Copies having been previously circulated.

It was Resolved: To adopt the minutes as a true record.

170. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
24/0100/LHE	Permitted Development Notification (Larger Home Extension): Erection of a single storey rear extension with a flat parapet roof, bi-fold doors and roof lantern (3.74 length, 3.20 height and 2.60 eaves height). 26 Gisburn Road Barrowford Lancashire BB9 8NG	Objection to the current design: The proposed extension Falls within both the Newbridge Character Area and Non-Designated Heritage assets highlighted in BNDP 10 of the Barrowford Neighbourhood Development Plan (adopted by Pendle BC on the 17 th December 2019) which states: The Newbridge Character Area is designated in Figure 11. Proposals for development within the Character Area should conserve and enhance the character of this area in accordance with the following criteria by: 1.1 retaining original features such as stone, slate, wrought-iron; 1.2 using and re-using traditional and local building materials such as stone, slate and timber; The following non-designated heritage assets have been identified through local knowledge and tested through consultation. All new development proposals should seek to conserve and enhance the non-designated heritage assets listed below in accordance with their significance and guidance in the NPPF:

Agenda Item 3

		<p>2.1 g) Cottages on Gisburn Road running from Portland Street to Corlass Street. These cottages are the oldest within Newbridge and predate the Marsden to Gisburn Turnpike, with the original frontage facing the river.</p> <p>The Parish Council objects to the current design and materials highlighted as not enhancing the character of the existing dwelling. The Council would like to see a more sympathetic design with traditional materials instead of the proposed render and large aluminium folding doors.</p>
24/0161/HHO	<p>Full: Erection of a part single and part two storey extension to rear with Juliet balcony. 22 Pasture Lane Barrowford Lancashire</p>	<p>No Objection if concerns resolved: This building is not within a conservation area and only visible from the Public Open Space to the rear of the property. The proposed extensions are modest in comparison to some and if constructed from the same materials as the original house would be in keeping. Any additional surface water created by the additional roofed area should be dealt with through drainage and not allowed to run off as surface water through the Public Open Space down the steep slope and into the beck which already suffers from flooding in peak rainfall episodes.</p>
24/0162/FUL	<p>Full: Erection of stable block and midden; construction of a menage and a change of use of the land for equestrian purposes. Higher Oaklands Farm Pasture Lane Barrowford</p>	<p>Objection to some aspects of the application: The Change of use from Agriculture to Equestrian use does not indicate if this is for the sole use of Higher Oaklands Farm or if it is to be run as a commercial concern with the additional traffic that operation generates.</p> <p>The proposed location is in an elevated position within the open countryside which runs up to the ANOB and will be visible from the wider area. The artificial surfacing over the 40m x 20m menage could have a detrimental effect on the visual amenity and setting of the open countryside. The proposed floodlighting scheme will diminish the quality of the open countryside and if used on a prolonged basis will adversely affect both the setting and amenity of the open countryside giving an effect of an industrial compound and creating light pollution to currently dark skies.</p> <p>Concerns: The level of harm to the open countryside is a subjective matter and with sympathetic perimeter fencing and surface materials the open feel of the countryside could be retained.</p> <p>Objection: The proposed illumination would inevitably harm the public enjoyment and amenity of this area of the open countryside and night sky and should be refused on those grounds.</p>
24/0077/FUL	<p>Full: Erection of a single storey side extension to Plot</p>	<p>Objection: The proposed extension is for an attached outside store 4.05m x 4.49m, follows a recently approved permission for</p>

Agenda Item 3

	3 associated with Approved Planning Permission 23/0570/FUL. Trough Laithe Farm Wheatley Lane Road Barrowford	a two-storey building housing a swimming pool/sauna/gym with office to top floor attached to the double garage, with covers a surface area of approximately 121m ² . Although with a surface area of just over 18m ² this is not a large extension in comparison to the dwelling the original approved dwelling and 2 car garage the cumulative effect of the additional 139m ² of footprint and additional roof area could have a detrimental effect on the proposed suds scheme. The site is above an area of flood plain that currently suffers flooding and is approved for development. The Parish Council feels that the proposed SUDS scheme for the original application for 5 dwellings needs to be re-assessed on its ability to effectively handle the increased capacity before approval is considered.
24/0174/HHO	Full: Erection of a two-storey side extension, demolition of existing garage and rendering over existing facing brickwork.5 Lower Parrock Road Barrowford Lancashire	Barrowford Parish Council have no objections provided that: <ol style="list-style-type: none"> 1. That additional windows to the rear elevation do not affect the privacy of 2 Langholm Close 2. Adequate off-road parking is provided to mitigate the loss of a garage and the increased number of bedrooms. That adequate drainage measures are in place to mitigate surface water runoff as Park Avenue is already liable to on street flooding.
24/0151/HHO	Full: Replacement of existing porch.50 Higher Causeway Barrowford Lancashire	No Objection: Several larger porches have been built on this estate in recent years and this one will not interfere with the use and amenity of neighbouring properties.
24/0097/VAR	Variation of Condition: Vary Condition 2 (Plans), Condition 9 (Materials) and Condition 14 (Landscaping Scheme) of Planning Permission 21/0758/FUL. Land to the North West of Parrock Road Barrowford	No Objection to change of roofing materials The Council has responded to the vast majority of this application in its response sent 11/03/24 but a further change of roofing materials has been submitted necessitating a further public consultation. The additional change relates to materials the proposed roofing materials are blue natural slate but the documents do not seem to contain details of previously approved materials.
24/0164/TPO	Remove 1 No. Ash tree subject to T.P.O. No. 5 2004. 26 Parrock Road Barrowford Lancashire BB9 6QF	Withdrawn

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

It was Resolved:

- To Approve Virements for January highlighted in the February Outturn.
- To Note the Outturn to the 29th February 2024
- To Note the Bank Reconciliation for February 2024
- To make payments of £16310.91.28 for March 2024.

Agenda Item 3

172. Parish & town Council Audit Requirements 2023-24 Audit:

It was Resolved:

- a) To appoint Account-ant (Yorkshire) Ltd the Councils Internal Auditor for the 2023-24 Internal Audit.
- b) To approve a fee of up to £600.00 for the 2023-24 Internal Audit.
- c) The adoption of the Internal Audit Terms of Reference as part of the 2023-24 audit procedure.
- d) The adoption of the Internal Control and Suggested Testing document as part of the 2023-24 audit procedure.
- e) The adoption of the Effectiveness of Internal Audit document as part of the 2023-24 audit procedure.
- f) The adoption of the reviewed Councils Risk Management Policy Statement for 2023-24 as part of the procedures of the Council.
- g) The adoption of the Councils Risk Management Register for 2023-24.
- h) The adoption of the Councils Asset Register as of 31st March 2024 as part of the 2023-24 audit procedure.

173. Write Off of Uncollected Rents for Vacant Plots and Rent Arrears for 2023-24:

It was Resolved:

- a) To write off £2410.00 in rental income through vacancies
- b) To write off £382.00 in uncollectable rent.

174. Allotment Rent Increases 2025-26:

It was Resolved: To increase the allotment on a standard plot by £3.00 with the others sizes being raised pro rata.

175. Request for Donation towards a Day of Action on Climate Change: Rev P. Payton, St Thomas Church.

It was Resolved: To make a contribution of £200.00 towards the event costs

176. Roof Repairs at Holmefield House: The Clerk reported that the roof above the kitchen had a leak and would need investigation.

It was Resolved: That the Clerk obtain quotes for the repair.

177. Community Orchard at Holmefield House: The Clerk reported that 22 trees had been planted and that the remainder were to be delivered shortly.

178. River Wall Repairs: The Clerk reported that the officer dealing with the matter was on annual leave and that a report would be submitted to the next meeting.

179. Flooding Problems Clough Springs: The Clerk circulated a copy of an email from the Secretary of the BWPAC outlining progress with Lancashire County Council.

180. Barrowford Memorial Park: After discussion it was suggested that an official opening of the renovation works at the War Memorial Garden be held in conjunction with the Remembrance Sunday Event.

Agenda Item 3

181. Report of the Clerk:

- a) **AFSG:** The Armed Forces Support Group are holding an official opening of the Annex Extension on Saturday 20th April meeting at 1pm with the opening taking place at 1.45pm. If any Councillor wishes to attend, please let the Clerk know so that the AFSG can be informed of numbers for catering.
- b) **Safety Testing:** The Clerk has arranged the safety tests on the fire alarm, annual service on fire extinguishers and electrical PAC testing on electrical equipment.
- c) **Barrowford Bowling Club:** The Chairman & the Clerk are meeting with club representatives to discuss bowling provision arrangements.

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

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

184. Date, time & place of next meeting: *The next Council Meeting will be held at Holmefield House Gisburn Road Barrowford on Wednesday 17th April 2024 Starting at 7pm.*