

### Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council  
Held at Holmefield House Gisburn Road Barrowford  
On Wednesday 20<sup>th</sup> November 2024**

**Present**

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

S. Nike                      R. Oliver                      T. Titchiner                      M. Waddington  
M. Iqbal                      C. Ashton                      J. Gibson  
Cllr. H. Hartley

**81. Declaration of Interest:** None

**82. Apologies:** Cllr. L. Ashworth, Cllr. D. Gallea

**83. Minutes of Meeting of the Council Held on the 16<sup>th</sup> October 2024:** Copies having been previously circulated.

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

**84. Planning Applications, Tree Orders and Highway Matters:**

**It was Resolved:**

Number	Detail	Comments
24/0733/FUL	Full: Installation of doors to front elevation, double sliding doors to replace existing central window and 1 no. window to replace original door position. ATM Machine At Units 3 To 6 80 Gisburn Road Barrowford	<b>No Objection:</b> The existing entrance is directly to the side of parked cars the proposed new doors face the main access road through the car park and may improve safety for pedestrians. The proposed alteration will have no impact on the existing streetscape.
24/0734/ADV	Advertisement Consent: Remove existing signage; display of 1 no. illuminated fascia sign and application of 2 no. external glazing films. ATM Machine at Units 3 To 6 80 Gisburn Road Barrowford	<b>No Objection:</b> The repositioning of the Spar Logo over the proposed new entrance and the use of graphic stickers to the new windows replacing the existing door opening would be acceptable.
24/0741/HHO	Full: Erection of a detached single storey triple garage. 7 The Orchard Barrowford Lancashire	<b>No Objection in Principle subject to condition on use Solely as a garage:</b> This is a large garage situated away from the dwelling which already incorporates a garage. The long narrow garden to the front of the site with the proposed garage being sited away from the main dwelling and in close proximity to a turning head could see a future conversion to a dwelling. Its close proximity to TPO trees can be mitigated by

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		condition for a dwelling this size but any further extension or change to two storey could be detrimental to these trees.
24/0706/HHO	Full: Extension to rear of existing attached garage, conversion of garage into a habitable room and the installation of solar panels to rear roof slope. 166 Gisburn Road Barrowford Lancashire	<p><b>The Council objects to the proposed conversion on poor design and material reducing the amenity and enjoyment of the Higherford Conservation Area at this key gateway into the conservation area:</b> The property falls within the Higherford Conservation Area which came into existence in 1981 so the extension to the rear and garage presumably pre-date this. Windows and guttering have been changed presumably without planning consent. The conversion of the garage to habitable would need to ensure that the non-cavity wall construction and insulation meet current building regs.</p> <p>The current garage is distinctly different to the late 18<sup>th</sup> century cottage and is easily distinguished as a much later addition. The proposed treatment of the frontage will blur this distinction, the retention of the existing flat roof as opposed to a sloping roof of a similar roofing material to the cottage which would have been used and would give a more unified frontage. Because the property abuts open land and is a defined boundary to the field the proposed design would probably detract from the setting and amenity of the conservation area. A more tradition roof with similar roofing materials would be more sympathetic to the setting and amenity of the conservation area.</p> <p>The installation of PV Panels within the Conservation Area needs to be judged on the net benefits of carbon reduction against the adverse impact on the Conservation Area on a case-to-case basis. The proposed PV Panels to the rear elevation will not be visible from the highway or PROW and would have little to no impact on the Conservation Area.</p>
24/0758/HHO	Full: Extension of front dormer. 40 Lower Parrock Road Barrowford Lancashire BB9 6DQ	<p><b>Objection the Revised Plans do not address the reason for Refusal:</b> The revised application does not reduce the size and massing of the front first floor dormer in fact it slightly increases the mass. The only discernible variation from the refused application is the raising of the rear of the dormer roof to the height of the main ridge line and sloping the dormer roof from the ridgeline of the house to the front of the dormer without materially diminishing the size and massing of the dormer.</p>

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		<p>When viewed from side elevation 1 a small angle of fall from rear to front elevation is created by raising the starting point to the ridgeline. Giving the impression of a slight reduction on the side elevation to the original flat roof refused in the previous application.</p> <p>The applicant seems to have missed the point that it is the extension of the dormer to close proximity with the ground floor frontage which produces the adverse effect to the streetscape by varying the normal dormer configuration to almost a flat roofed first floor to the front elevation.</p> <p>The proposed extension of the dormer which although may be acceptable to a rear elevation shows poor design and lack of consideration to the overall aesthetics' of the frontage within the wider streetscape through size and massing. The development would represent poor design and would be contrary to paragraph 134 of the National Planning Policy Framework, Policy ENV2 and the Design Principle Supplementary Planning Document. The proposed development would be contrary to paragraph 134 in the National Planning Policy Framework on design, to Policy ENV 2 of the adopted Part 1 Pendle Local Plan - Core Strategy, and to the Design Principle Supplementary Planning Document.</p>
24/0759/HHO	Full: Extension of front dormer. 38 Lower Parrock Road Barrowford Lancashire BB9 6DQ	<p><b>Objection the Revised Plans do not address the reason for Refusal:</b> The revised application does not reduce the size and massing of the front first floor dormer in fact it slightly increases the mass. The only discernible variation from the refused application is the raising of the rear of the dormer roof to the height of the main ridge line and sloping the dormer roof from the ridgeline of the house to the front of the dormer without materially diminishing the size and massing of the dormer.</p> <p>When viewed from side elevation 1 a small angle of fall from rear to front elevation is created by raising the starting point to the ridgeline. Giving the impression of a slight reduction on the side elevation to the original flat roof refused in the previous application.</p> <p>The applicant seems to have missed the point that it is the extension of the dormer to close proximity with the ground floor frontage which produces the adverse effect to the streetscape by varying the normal dormer configuration to almost a flat roofed first floor to the front elevation.</p>

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

**It was Resolved:**

- a. To Approve the highlighted Virements for October 2024
- b. Note the Outturn to the 31<sup>st</sup> October 2024
- c. Approve payments of payments of £20,095.79 for November 2024.
- d. The LG Pay Awards have awarded a 2.5% increase for 2024-25 backdated to the 1<sup>st</sup> April 2024

**86. Budget 2025-26:** A preliminary report was previously circulated highlighting the effect of the NI changes on wage costs for 2025-26.

**It was Resolved:** To note the report.

**87. Local Plan Public Consultation:** The period for making representations closes at 5pm on Friday 6 December 2024.

**It was Resolved:** To Engage Fitzgerald Planning to assess the plan and recommend the Councils comments.

**88. Festive Decorations Update:** The Clerk reported that the shop lights would be installed by the end of the week.

**89. River Wall Progress & Barrowford Memorial Park Report:** A verbal update was given by the Clerk.

**90. Remembrance Sunday:** An after the event overview was given and how to mark next year's 80<sup>th</sup> Anniversary of the end of WW2 Anniversary was discussed. The Clerk was asked to discuss the 80<sup>th</sup> Anniversary with Cllr. Ashworth and report back.

**91. Report of the Clerk:** The following matters were brought to the attention of the Council.

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- 1) **Cruck Barn Carol Service:** The date has been confirmed as Tuesday 3<sup>rd</sup> December. The Methodist Minister will be conducting this year's carol service as the new Vicar will not be installed at St Thomas's Church. Barrowford Parish Council will again install the necessary infrastructure.
  - 2) **Bench at Dickie Nook:** Mr. Simpson has been in contact with the Clerk and will contact the Clerk later to discuss the bench. The Clerk visited two weeks ago some of the top stones to the side of the phone box need re-bedding this will be added to the work list.
  - 3) **Broadway:** The Clerk has arranged to have the shrubs and bushes pruned and the removal of 2 trees to the flagged area to the other side Rushton Street – Broadway, the Work is being done ad hock as weather allows.
  - 4) **Coronation Orchards:** Chris McKee sent an email to let us know that the Kings coronation fund is now live again if you would like to apply for further funding. Here's the link to the page- <https://www.pendle.gov.uk/xfp/form/475>
  - 5) **Barrowford Park Book:** The Clerk will finish the remaining chapters when the Christmas Trees have been installed.
- 92. Report on the Barrowford and Western Parishes Area Committee Meeting:**  
Brief report given by Cllr. Oliver.
- 93. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Cllr. Nadeem gave a brief report.
- 94. Date, time & place of next meeting:** *Next Council Meeting to be held 7pm 11<sup>th</sup> December 2024 at Holmefield House Gisburn Road Barrowford.*