

# Barrowford Parish Council

Holmefield House, Gisburn Road, Barrowford, Nelson, Lancashire

To all Councillors

Meeting of the Council

You are hereby summoned

to attend the Meeting of the above Council

to be held at Holmefield House at 7pm on Wednesday 19<sup>th</sup> March 2025

When the following items of business will be discussed, following a Public Question Time which will last up to a maximum of 15 minutes.



Iain A. Lord  
Clerk to the Council

## AGENDA

1. **Declaration of Interests:** Members are reminded of the legal requirements concerning the declaration of interests.  
A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting.  
In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.
2. **Apologies for Absence:**
3. **Minutes of the Council Meeting held 19<sup>th</sup> February 2025:** That the Minutes of the Council on the 19<sup>th</sup> February 2025 are approved as a correct record.  
**Enc.**
4. **Planning Applications, Highway Matters & Tree Orders: Any additional applications received after the publication of this Agenda and prior to the meeting will be discussed at the meeting.**  
**25/0143/VAR:** Variation of Condition: Variation of Condition: Vary Condition 22 (Opening hours) of Planning Permission 23/0720/VAR.  
**25/0138/TPO:** T1 Hornbeam: To propose to carry out pollarding /reduction down to a height of roughly 30ft from roughly 50ft to cut back past previous poor pruning cuts. Consultation with a local arborist and Roland Jones has taken place and agreed that this will improve the tree form and create current management on a 3 to 5 year cycle by re- pollarding. This will manage the tree's size, promote healthy regrowth and mitigate risks associated with overextension or potential limb failure. T2 Sycamore -Tree to be dead wooded, removal of epicormic growth and reduction of first lateral branch towards the house. Both myself, Roland and the local arborist have discussed proposed work to the trees with the owners at number 17 Applegarth, David and Suzanne Winstanley, who were in agreement that the proposed work would benefit the trees. 23 Applegarth Barrowford Lancashire BB9 6RR

**Enc.** APP/E2340/W/24/3358225 Council Response to Planning Appeal.

**5. Financial Matters:**

- Enc.** a. Virements for February 2025
- Enc.** b. Outturn to the 28<sup>th</sup> February 2025(to note)
- Enc.** c. To consider payments for March 2025.

**6. Parish & town Council Audit Requirements 2024-25 Audit:**

- Enc.** a. To appoint Account-ant (Yorkshire) Ltd the Councils Internal Auditor for the 2024-25 Internal Audit.
- Enc.** b. To approve a fee of up to £ for the 2024-25 Internal Audit.
- Enc.** c. The adoption of the Internal Audit Terms of Reference as part of the 2024-25 audit procedure.
- Enc.** d. The adoption of the Internal Control and Suggested Testing document as part of the 2024-25 audit procedure.
- Enc.** e. The adoption of the Effectiveness of Internal Audit document as part of the 2024-25 audit procedure.
- Enc.** f. The adoption of the reviewed Councils Risk Management Policy Statement for 2024-25 as part of the procedures of the Council.
- Enc.** g. The adoption of the Councils Risk Management Register for 2024-25.
- Enc.** h. The adoption of the Councils Asset Register as of 31<sup>st</sup> March 2025 as part of the 2024-25 audit procedure.

**7. Internal Auditors Report 2023-24 Progress Update:**

**Enc.**

**8. Write Off of Uncollected Rents for Vacant Plots and Rent Arrears for 2024-**

**Enc.** **25:**

**9. Allotment Rent Increases 2026-27:** To Consider a rent increase for the year 2026-27.

**10. Adoption of Revised Financial Regulations:** Enclosed the latest revised version of Standing Orders for adoption.

**Enc.**

**11. Repairs to the Bowling Pavillion:**

**Enc.**

**12. Report of the Clerk:** Recent items arising for information only.

**13. Report on the Barrowford and Western Parishes Area Committee Meeting:** Update for information only.

**14. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Update for information only.

**Date, time & place of next meeting: Council Meeting Starting at 7pm 16<sup>th</sup> April 2025 at Holmefield House Gisburn Road Barrowford.**