

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 21st May 2025**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr. T. Titchiner
Cllr. R. Oliver

Cllr. C. Ashton
Cllr. J. Gibson

Cllr. Manzar
Cllr. M. Waddington

Cllr. P. Thompson,
Cllr. S. Nike

- 15. Election of Chairman for the year 2025-26:** Cllr. Oliver took the Chair for this item, Cllr. Stringer was proposed and seconded and elected unopposed.
- 16. The Chairman's Declaration and Acceptance of Office:** Cllr. Stringer signed the Acceptance of Office and took the Chair.
- 17. Declaration of Interest:** None
- 18. Apologies:** Cllr. L. Ashworth and Borough Councillor D. Gallear
- 19. Election of Vice-Chairman:** Cllr. Oliver was proposed and seconded and elected unopposed.
- 20. To reaffirm the formation of the General Purposes Committee, the Administration Review Working Group, Human Resources Working Group, Best Kept Garden Working Group and to appoint members to the latter three:
It was Resolved:**
- 1) Reaffirm the General Purposes Committee.
 - 2) Reaffirm the Administration Working Group and appoint Cllrs. A. Stringer, M. Iqbal, A. Vickerman, M. Waddington, P. Thompson, J. Gibson and the Clerk to that group.
 - 3) Reaffirm the Human Resources Working Group and appoint Cllrs. R. Oliver, J. Gibson, A. Vickerman, M. Waddington and the Clerk to that group.
- 21. Appointments to Other Bodies:
It was Resolved:** to appoint the following Cllrs to the following bodies.
- 1) Barrowford & Western Parishes Area Committee, Cllr. R. Oliver with Cllr, A. Vickerman as reserve.
 - 2) LALC Pendle Branch Cllrs. R Oliver, S. Nike and the Clerk
 - 3) Tree Warden/ Pendle Countryside Access Forum Cllrs. J. Gibson, S. Nike
 - 4) Friends of Holmefield House, Cllrs. A. Stringer, R. Oliver, J. Gibson, A. Vickerman, L. Ashworth

Agenda Item 3

22. Council & Committee Meeting Dates for 2025-26:

It was Resolved to adopt the meeting dates for the Full Council and hold a GP Meeting on the 11th June 2025 the GP Committee will decide on the meeting dates.

23. Subscriptions for 2025-26:

It was Resolved: To continue membership and pay subscription to the organisations highlighted in the report and add any subscriptions accrued from SELRAP.

24. Minutes of Meeting of the Council Held on the 16th April 2025: Copies having been previously circulated.

It was resolved: That the minutes be approved as a correct record

25. Planning Applications, Tree Orders and Highway Matters:

A consultation letter was received from KTL regarding upgrading of the telephone mast situated at Holmefield Mill Barrowford.

It was Resolved: That the Council had no objection to the upgrade.

Number	Detail	Comments
25/0280/HHO	Full: Erection of a single storey rear and side extension to ground floor and the erection of an outbuilding. Marles Hill 150 Wheatley Lane Road Barrowford	Comments needed to be submitted before the meeting. Cllr. Oliver and the Clerk discussed the application and the objections in Appendix 1 were submitted
25/0268/TCA	Sycamore - Crown Reduce by 1 metre all round. Toll House 140 Gisburn Road Barrowford Lancashire BB9 6JD	For Information
25/0271/TCA	Copper Beech - Crown reduce back to previous pruning points from last crown reduction completed. 142 Gisburn Road Barrowford Lancashire BB9 6JD	For Information

26. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Virements for April 2025 None
- 2) Outturn for to the 30th April 2025 be noted
- 3) Allotment Rent Collection to 09/05/25 to be noted
- 4) To approve payments of £15,723.67 for May 2025

27. Changes to Council Banking: The Clerk gave a brief update on the change of mandate.

28. Local Plan Response: A copy having been previously circulated

It was Resolved: To note the report.

29. Barrowford Memorial Park: Progress Report on Works, a report having previously been circulated.

It was Resolved: To note the report.

Agenda Item 3

30. New Council Website: Progress report to be given at the next meeting.

31. Community Orchard at Holmefield House: The Clerk reported that all trees had been planted and that the Council was waiting for a further delivery of bark chippings.

32. Report of the Clerk:

1) Dog Control Public Spaces Protection Order: The current order was signed and sealed in September 2022 and lasts for three years, a consultation on the three-year extension is taking place.

It was Resolved: That the Council had no objection

2) Leak kitchen upstairs: The leak has been fixed but water came through the downstairs ceiling and through the overhead projector. The Clerk has disconnected the projector and will test this week after allowing time to dry.

3) Summer Plants: The plants have been delivered this week and will be planted as soon as possible.

4) New Trees at Broadway: The trees have been watered with several showing leaf. The Council will continue to monitor the trees but due to the prolonged dry spell it is likely that some of these bare rooted trees may not survive.

5) Lucy Street: Ash tree opposite the library shed a large branch onto the road closing the road to Holmefield Court. A member of the public tried to move the branch. The Clerk rang Pendle the K. Higson who sent a worker down, in the meantime the Clerk shortened the branch and made the road accessible. Pendle sent men down to clear the branch tree belongs to LCC.

6) Lower Parkhill Allotments: There is some asbestos to the between the Green Cemetery Fence and the Allotments, it is old asbestos/cement sheeting and is not easily accessible through the long growth in the Green Cemetery. The asbestos is currently low risk and can wait until the back end of the year for removal and disposal.

It was Resolved: That due to its location not to remove the asbestos until the autumn when access will be easier.

33. Report on the Barrowford and Western Parishes Area Committee Meeting: The Chair had nothing to report Cllr. Oliver reported that the planning application for the former Club on Sandy Lane was refused on Appeal using the Barrowford Neighbourhood Plan policy Newbridge Character Area.

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

35. Date, time & place of next meeting: *7pm 18th June 2025 at Holmefield House Gisburn Road Barrowford.*

Appendix 1

Agenda Item 3

FAO; Athira Pushpagaran
Planning Officer
Pendle Borough Council
Town Hall Market Street
Nelson
BB97LG
15th May 2025

Dear Athira,

Barrowford Parish Council submit the following comments regarding:

Planning Application: 25/0280/HHO: Full: Erection of a single storey rear and side extension to ground floor and the erection of an outbuilding. Marles Hill 150 Wheatley Lane Road Barrowford:

Objection: This application falls within both the Greenbelt and the Carr Hall Road and Wheatley Lane Conservation Area, and is outside the settlement boundary. The existing building is a large, late Victorian/early Edwardian mill owner's style of house, of an individual design and built predominantly of natural material. It was acquired by Lancashire County Council and during their ownership the building had two single storey extensions during the 1950's-60's that did not reflect the design or materials of the original building and predated the Conservation Area. Lancashire County Council last used the building as a children's unit before closing and selling it.

The Conservation Area was created in 1984 with Marles Hill included and although it is not specifically mentioned in the 2010 Character Appraisal, probably due to the two extensions which spoiled both the look and character of the building, lowering its architectural amenity value, Marles Hill and its substantial grounds still met the ethos of the Conservation Area.

The demolition of these two extensions in recent years has no doubt improved the visual amenity of the original building. Outline planning permission for the building of a second dwelling which included the demolition of both extensions to Marles Hill was approved in May 2017 with Reserved Matters approval in August 2020. The demolition of the two extensions will no doubt be deemed as starting that building in planning terms and it will presumably be built at some point.

This application needs to conform to planning policies relating to both the Green Belt and the Conservation Area. The applicant sought pre-application advice (which is a paid for service and not in the public domain) which is mentioned in the Planning & Heritage Statement on page 12 as follows:

Pre-application Discussions

3.5 Prior to the submission, the applicant has sought formal pre-application advice from the Council (ref GEN/24/0065/PREAPP). This response confirmed that "provided that the volume calculations demonstrate that the proposed extensions and outbuilding would be proportionate additions and therefore not inappropriate in the green belt, the principle of the development would likely be supported." It is understood that the

Agenda Item 3

proposed design has been agreed subject to demonstrating compliance with Green Belt policies.

Parish Council's Response:

Greenbelt: *The main focus of the discussion would seem to centre around whether such a large scheme would be proportionate within the Greenbelt and therefore could be justified. The justification side of the application seems to depend mostly on the now demolished extensions and other small outbuildings. The justification does mention that the removal of one extension was to allow sufficient land for the construction of the separate dwelling approved in application 17/0120/OUT Outline Planning Permission in 2017.*

The demolished extension to the left of the front elevation should not be included as justification for the current application. The calculations of percentage land use for buildings and grounds do not include the approved 2nd dwelling and are therefore not an accurate statement of the actual situation.

In the opinion of the Parish Council the inclusion of the volume of the approved second dwelling with this application would demonstrate that the site as a whole would fail to comply with volume calculations commensurate with Greenbelt Policies.

Conservation Area: *The submitted house extension designs do not enhance the original design of the Late Victorian/Edwardian house. The design of the proposed long conservatory to the right side of the front elevation adds nothing to the overall aesthetics of the building, through both its length and height, compounded by the flat roof. The rear extension, although less visible, suffers from the same problem. Both could be improved with a more sympathetic design which would diminish the harm to the setting and amenity of the Marles Hill within the Conservation Area.*

The proposed Gymnasium building is situated away from the main dwelling at a higher elevation within the site, on a previously undeveloped sloping area of the grounds.

The removal of the mature plant scape and reprofiling of the slope to accommodate the proposed Elevated Gym/ decking and jacuzzi area and the dimensions of this area are unclear, other than being drawn to a 1:50 scale on a A1 drawing. The elevated position within the landscape, coupled with the elevated design of the proposed building, is not accurately reflected in drawing A112_L(00)013 Proposed Long Site Elevation when compared to drawing A112_L(00)014 Proposed Gym.

The proposed design built on piers or stilts with flat roof and glass balustrade and wooden boarding in a potentially prominent part of the landscape would in the Parish Council's opinion detract from the setting and amenity of the Conservation Area.

The comments on page 12 of the Planning & Heritage Statement state: "It is understood that the proposed design has been agreed subject to demonstrating compliance with Green Belt policies".

This comment seems to assume that only Greenbelt Policies are relevant to this application and that if met, the design and its effect on the Conservation Area are irrelevant. Design and its effect on the amenity and enjoyment of the Conservation Area are subjective, with no right or wrong answer, and if an application is refused on these grounds costs are seldom awarded against the Council at appeal. This application can

Agenda Item 3

be deemed not to meet either the Greenbelt or Conservation Area requirements and should be refused.

Kind regards

A handwritten signature in black ink that reads "Iain Lord". The signature is written in a cursive style with a large initial 'I' and a distinct 'L'.

Iain Lord

Clerk to Barrowford Parish Council