

Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday 19th November 2025**

Present

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

S. Nike	A Vickerman	R. Oliver	C. Ashton	P. Thompson
M. Iqbal	T. Titchiner	J. Gibson	L. Ashworth	
Cllr. D. Gallea	Cllr. M. Stone			

98. Declaration of Interest: None

99. Apologies: Cllr. M Waddington,

100. Minutes of Meeting of the Council Meeting Held on the 15th October 2025:

Copies having been previously circulated.

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

101. Planning Applications, Tree Orders and Highway Matters:

It was Resolved:

Number	Detail	Comments
25/0720/HHO	Full: Demolition of existing conservatory and the erection of a single storey rear extension. 21 Lupton Drive Barrowford Lancashire BB9 6JT	No Objection: The proposed extension is minor in scale and would not have a detrimental effect on the adjacent properties. But if neighbours object on the grounds of privacy this should be considered and addressed where necessary.
25/0666/TPO	See report ref 2204, Carr Laund Carr Hall Road Barrowford Lancashire BB9 6QD For Information Only	
25/0678/TCA	Remove 4 conifers and neighbour's conifer 147 Wheatley Lane Road Barrowford Lancashire BB9 6QN For Information Only	
25/0679/TCA	T1 Norwegian maple – Removal 11 Ingham Street Barrowford Lancashire BB9 6EG For Information Only	
25/0692/TPO	Works to boundary trees Development Site To The North East Of Saint Thomas Church Wheatley Lane Road Barrowford Lancashire For Information Only	
25/0710/TPO	The tree is alone on the property and I am applying for permission to reduce the tree all round by 1.5m and to thin the canopy due the tree being relatively young and is growing rapidly. Plot 9 Land To The South West Of Whiteholme 317 Ribblesdale Place Gisburn Road Barrowford Lancashire For Information Only	

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25/0713/TPO	Remove one Sycamore Tree in rear garden in bad state of decline. 1 Sandringham Close Barrowford Lancashire BB9 6PT For Information Only
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102. Financial Matters: Documents having been previously circulated.

It was Resolved:

- a) To Approve Virements for October 2025
- b) To Note the Outturn to the 31st November 2025
- c) To make payments of £24,810.38 for November 2025

103. Meeting of the Finance Working Group: A meeting of the Group took place on the 12th October at which the Scribe accounting system, Internal Audit Report, Three Year Plan, Budget for 2026-27 and the External Auditors Report were discussed. It was decided to allow time for the Scribe System to bed in and this year's accounts to date to be uploaded. An expanded version of the Three-Year plan covering this year and next year was circulated together with a recommended list of virements required within this year's budget that are needed to progress highlighted works through the end of this financial year and early next financial year. A further meeting will be held in December to discuss the 2026-27 Budget and Precept requirement and the External Audit Report.

104. Internal Auditors Report: An updated progress report will be brought to the next meeting.

105. 2026-27 Budget/Three Year Plan: A report will come to the January Meeting:

106. External Audit Report: A report will be brought to the January meeting.

107. Remembrance Sunday: An overview report was previously circulated with recommendations for next years event to improve the service.

It was Resolved:

1. That in conjunction with the Rev Murrey that the order of service be updated as the current sheet was last updated with The Rev John Hallows several years before he retired.
2. That an adequate number of Service sheets are printed and laminated in good time for next years' service.
3. That the Council makes use of the Bluetooth connectivity of the new amp to provides music for the service via that option.
4. That the Council continues to upgrade its sound system as necessary for both this service and the Cruck Barn Carol Service.
5. That a Parade Marshall is in place for next years' service.

108. New Council Website: No update given.

109. Report of the Clerk:

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- 1) **Pendle BC:** Asset Transfer's Pendle Borough Council has drawn up a list of potential assets to be transferred to Parish and Town Councils before the restructuring of local government. The Council needs to consider the list and assess if it wishes to take on any further assets with their potential income or expenditure implications.
It was Resolved: To set up a Working Group consisting of Councillors S. Nike, R. Oliver, S. Ashton, M. Iqbal and the Clerk to consider the list of assets and make recommendations to the full Council.
 - 2) **Christmas Trees:** New brackets have been purchased and the Council Handymen are currently fitting the lights; the trees should be installed by the end of next week (weather dependant). The tree at Holmefield House needs a couple of sets of lights replacing the Clerk will arrange this.
 - 3) **Benches on Gisburn Road:** The refurbished bench has been installed at the junction of Gisburn Road and Riverway in front of the Gaumless Trough, two others have been removed and sent for refurbishing, one to be placed in front of the Coronation Trough across from the Gaumless Trough and the other to replace the bench at the Fleece Toilets. That one will be refurbished and placed in front of Holmefield House.
 - 4) **Christmas Carol Service:** This years' service will be on Tuesday 2nd December starting at 6pm. The Parish Council will set up and supply the PA system.
 - 5) **Allotments Water:** The water will be turned off this week for the winter the Clerk reported that the Pasture Lane stop tap was broken and would be reported.
- 110. Report on the Barrowford and Western Parishes Area Committee Meeting:**
Cllr. Oliver gave a brief update. Cllr Stone reported that the planning in principle application for 4 houses off Pasture Lane refused at that meeting was approved at the Development Management Committee last night despite his robust arguments.
- 111. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies.** Cllr. Stone gave a brief report on the Pendle option for the potential Unitary Authority. Cllr. Gallea informed the Clerk that the Planning in Principle application for two houses within the Greenbelt on Colne Road had been allowed on appeal.
- 112. Date, time & place of next meeting:** *Annual Meeting with the Electorate immediately followed by the Annual Council Meeting Starting at 7pm 17th December 2025 at Holmefield House Gisburn Road Barrowford.*