

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 29th July 2026**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr A. Vickerman

Cllr. C. Ashton

Cllr. S. Nike

Cllr. M. Waddington

Cllr. J. Gibson

Cllr. D. Gallea

Cllr. M. Stone

Cllr. N. Ahmed

Cllr. H. Hartley

42. Declaration of Interest: None

43. Apologies: Cllrs. R. Oliver, T. Titchener, Manzar, P. Thompson

44. Minutes of Meeting of the Council Held on the 24th June 2026: Copies having been previously circulated.

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

45. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
26/0409/FUL	Full: Partial conversion of the existing ancillary rear extension to create a kitchen, conversion of the existing service yard to form an additional outdoor seating area/beer garden including the installation of timber decking, fencing, festoon lighting and an extraction flue. White Bear Inn Gisburn Road Barrowford Lancashire BB9 6EP	Application Withdrawn
26/0410/LBC	Listed Building Consent: Partial conversion of the existing ancillary rear extension to create a kitchen, conversion of the existing service yard to form an additional outdoor seating area/beer garden including the installation of timber decking, fencing, festoon lighting and an extraction flue. White Bear Inn Gisburn Road Barrowford Lancashire BB9 6EP	Application Withdrawn
26/0415/HHO	Full: Erection of a single storey side and rear extension. 10 Hindley Court Barrowford Lancashire	No Objection if a suitable SUDS scheme is included. The proposed large extension due the orientation of the building in relation to the

Agenda Item 3

	BB9 6SA	adjacent properties will not be a significant intrusion to their outdoor amenity. The main concern is the effect on surface water runoff problems within Carr Hall. This is a large single storey extension to two elevations which would almost double the existing roof surface area with addition paving and paths to 3 elevations, The Parish Council would expect an adequate SUDS scheme to be included and conditioned as part of any approval.
25/0151/OUT	Outline: Demolition of existing buildings and the erection of 8 no. detached dwellings (Access, Appearance, Layout and Scale only). Higher Park Hill Farm Colne Road Barrowford	Application Withdrawn
26/0451/HHO	Full: Erection of a replacement boundary wall with piers and infill boarded timber panels.5 Lower Parrock Road Barrowford Lancashire	No Objection The proposed wall, pillars and fence will possibly improve the visual amenity of this recently extended building. The Clerk spoke to Cllr. Oliver regarding this application and he has no objections.
26/0442/HHO	Full: Erection of a single storey rear extension, roof conversion from hip to gable and insertion of a rear dormer window. 4 Lupton Drive Barrowford Lancashire	No Objection This rear extension and conversion of roof form from hip to gable with inclusion of a rear large dormer will have some bearing on the existing streetscape but this is minor. As this is near the top of the hill the main concern is the disposal of surface water runoff from the additional roof areas. A scheme should be included as a condition to future proof against increased surface water runoff affecting Church Street and below.
26/0433/HHO	Full: Erection of a single storey side extension.37 Applegarth Barrowford Lancashire	No Objection The proposed small bathroom will not significantly increase the size of the building and will be a minor addition. The loss of visual amenity to both the nearest house on both Applegarth and Parrock will be minor.
26/0411/TCA	Holly Tree - Reduction16 Church Street Barrowford Lancashire BB9 6EE	
26/0419/TPO	T1 Oak - Lateral Reduction of 2-3m. To provide sufficient clearance for the safe construction of Plot 37 and to minimise the risk of damage to the tree during the development works Development Site to The North East of Saint Thomas Church Wheatley Lane Road Barrowford Lancashire	
26/0430/TPO	T1 on the plan is a Sycamore, the tree has suffered damage to the first 2.5M of trunk. Probable caused by a fire in the past, The bark and cambium has been removed, exposing the heart wood, this wood has begun to decay. The tree is not yet unsafe, but there is no possibility of the tree will recovering from this damage and in time the tree will become unsafe. The home owner is fearful that the tree could fall and this is causing her concern. She would like us to remove this tree. She is happy to plant a replacement tree at the rear of the garden. T2 on the plan is a Weeping Beech. We wish to slightly crown lift this tree to around 5.5M, removing mainly hanging tips and small suckers, to allow more, light and give better clearance over the summerhouse. 11 Applegarth Barrowford Lancashire	

Agenda Item 3

	BB9 6RR
26/0477/TPO	sycamore 30% reduction all round - lime fell and remove. 144 Wheatley Lane Road Barrowford Lancashire BB9 6QJ.

46. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Note the Outturn to 30th June 2026
- 2) Virements for June None
- 3) To approve payments of £33,587.07 for July 2025

47. Approval of Accounts 2025-26:

It was Resolved: That a report comes to the August meeting giving a progress report on the new accounting system and the employment of a part time Finance Officer.

48. River Wall Repairs: The work is progressing but additional underpinning is needed and when the netting was removed from the collapsed section of wall removed the state of the abutting walls had seriously deteriorated necessitating a greater length of wall that needs rebuilding. The initial costing of £42,687.43+vat will now increase to around £70,000+vat. The Clerk has ordered the additional costs as the Council envisaged further problems and set aside contingency funds to meet such an occurrence.

It was Resolved: Note the report.

49. Pride In Place Funding: A progress report was circulated prior to the meeting giving an update on the progress of all Barrowford projects.

It was Resolved: To note the report and purchase the notice board for Holmefield House.

50. Request for Flag Pole: The Armed Forces Support Group has requested the Council allow an 8.5m flagpole adjacent to the Community Notice Board funded at their expense.

It was Resolved: To allow a flagpole to be installed adjacent to the new community notice board

51. Pendle Pub Walk: The Chair reported that he had made a start on the Parishes report on the Pub Walk and was waiting for documents regarding what risk assessments and marshalling plans submitted to the ESAG Group and if any plan was in place to safely disperse participants at the end of the event.

52. 117 Gisburn Road: Installation of stainless-steel extraction system. The Clerk reported that a planning application has not been received so enforcement action has begun.

53. Report of the Clerk:

- 1) **Container for Holmefield House:** The Clerk has got an up-to-date quote for a 20ft container for Holmefield House. The cost of a new shipped once container is £2305.00 + vat with a 20% discount, the Council the budget has adequate set aside for this purchase and the Clerk will order one as soon as possible.

Agenda Item 3

- 2) **Trees River Wall:** The Clerk has reported it to LCC with the assistance of Cllr. Waddington and will report back.
- 3) **Clerk Holiday:** The Clerk will be on holiday from Wednesday 26th August to Thursday 3rd September.

54. Report on the Barrowford and Western Parishes Area Committee Meeting: Cllr. Nadeem Ahmed gave a brief update and reported that the Grant Budget had been oversubscribed by £10,000

55. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:

- 1) **Pendle:** Cllr. Nadeem Ahmed reported that elections would be held next May for the new Unitary Authority and the Elected Councillors would shadow the existing Authorities until the formation of Pennine Lancashire.
- 2) **Lancashire CC:** Cllr. Howard Hartley reported that LCC were minded to allow an access onto Wheatley Lane Road if the 300 houses off Pasture Lane came forward. The Clerk will investigate but nothing will happen until a planning application is submitted.

56. Date, time & place of next meeting: *7pm 19th August 2026 at Holmefield House Gisburn Road Barrowford.*