

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 24th June 2026**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr. T. Titchiner	Cllr. C. Ashton	Cllr. Manzar	Cllr. P. Thompson,
Cllr. R. Oliver	Cllr. J. Gibson	Cllr. L. Ashworth	Cllr. S. Nike
Cllr A. Vickerman			

31. Minutes of Annual Meeting of the Council Held on the 20th May 2026: Copies having been previously circulated.

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

32. Planning Applications, Tree Orders and Highway Matters: Planning Application 26/0216/FUL: was received as an amendment with 7 day's Public Notice the comments were drafted by the Clerk and submitted after discussion with the Chair. The application was refused at the June BWPAC meeting and has gone to APPEAL

Number	Detail	Comments
26/0216/FUL	Full: Change of use of land to residential curtilage and the erection of a summerhouse and boundary fencing. 28 Parrock Road Barrowford Lancashire	Objection: This application has proved torturous in ascertaining the nature of the application in many ways through, several variations and amendments. 1. Application: erection of summer house (retrospective). After queries by the Parish Council regarding whether the proposed development was within the defined curtilage of the dwelling. 2. Application Change of use of land to residential Curtilage and erection of summer house (retrospective). The Parish Council thought the land was currently classed as Green Field not Open Space. 3. The current new/revised application now also includes the high boundary fence to the Ancient PROW. (retrospective) The strip of Green Field land running between the row of houses and the path was presumably left out of the curtilage at development stage of these dwellings to provide a buffer zone. The applicant has in fact built a high fence for which planning permission was required which has adversely diminished the visual amenity of the PROW. If the applicant had applied for planning permission for this fence the Parish Council would have objected strongly to the loss of amenity to this well used path. The summer house was built on a Green Field site and through its scale height and overhanging roof which is in close proximity to the fence with no planning permission, this again adversely affects the setting and

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		amenity of this well used PROW. The fact that the erection of the summer house took place in close proximity to TPO trees and required consultation with the tree officer regarding the protection of both the tree and its root system and an appropriate protection plan being put in place prior to construction work beginning was not done and any damage to the root systems cannot be gauged is a concern. This factor along with the fact every aspect of planning requirements was ignored by the land owner and the Green Field space developed. If the correct procedure had been followed the detrimental effect could have been gauged before it was built. The Parish Council feel that to rubber stamp this application through, despite the fact that the fence and building have been built is a travesty of the planning system. The Parish Council's reason for refusal is and was a subjective one with no right or wrong answer at appeal. The Council could refuse this application as having costs awarded against the Authority is not clear cut.
26/0309/CUO	Prior Approval Notification: Change of use from a beauty salon (Use Class E) to 1 no. flat (Use Class C3). 104B Gisburn Road Barrowford Lancashire	No objections.
26/0356/FUL	Full: Installation of 7 electric vehicle charging points with associated Infrastructure. Pendle Heritage Centre Colne Road Barrowford	Concerns: The Parish Council would expect any disturbance to the cobbles to the front of Parkhill a Grade 2 listed building to be reinstated correctly. The Parish Council has serious concerns regarding the loss of car parking if 7 chargers are installed and then restricted to car charging only. This represents half of the car park and the side most used by visitors to Barrowford Memorial Park. The Parish Council would support this application if a condition was included to retain mixed use of these car parking bays for both electric and non-electric cars.
26/0334/VAR	Variation of Condition: Vary Condition 6 (Landscaping Scheme) of Planning Permission 24/0232/FUL. Park Hill Farm Gisburn Road Barrowford Lancashire BB9 6AJ	No Objection: The proposed scheme significantly increases the original greenspace amenity of the site in comparison of its original form as a farmyard. The farmyard was hard surfacing with farmyard buildings and yielded no greenspace amenity.

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26/0291/TPO	Group of trees in rear garden, consisting of ash, hornbeam, hawthorn, permission required to remove ash with ash dieback, re pollard another ash, reduction of hornbeam by 15%, 15% reduction in hawthorn. 2 Cairns Close Barrowford Lancashire BB9 6RW For Information Only
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33. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Note the Outturn to 30th April 2026
- 2) Note the Outturn to 31st May 2026
- 3) Virements for May None
- 4) To Approve the grant request for £300.00 from Barrowford in Bloom
- 5) To approve payments of £15,582.35 for June 2025
- 6) To Note the Allotment Receipts to 16th June 2026

34. Approval of Accounts 2025-26:

It was Resolved: To defer approving the accounts until the July meeting.

35.

36. Purchase of a Works Vehicle: A report having previously been circulated.

It was resolved: Allocate up to £19,000 including vat for the correct vehicle with Cllr. Waddington assisting the Clerk.

37. Pride In Place Funding: The Clerk circulated a proposal for project management of the new kitchen and the solar panels at Holmefield House from Pendle Borough Council.

It was Resolved:

To appoint Pendle Facilities Manager as Project Manager for a fee of £3,600 + vat.

38. Pendle Pub Walk: After a long discussion regarding villagers concerns regarding participants staggering in to the main road drunk, street fighting and urinating in public places. Councillors were concerned about the overall impact of this event on residents.

It was Resolved:

- 1) That risk assessments and marshalling plans be requested to ascertain if the ones used are fit for purpose.
- 2) What plans are in place to safely disperse participants at the end of the event.
- 3) That a letter is drafted and sent to the ESAG Group raising the Parish Councils concerns.

39. Report of the Clerk:

- 1) **Clerks Knee:** The Clerk is going into hospital on Tuesday 30th June for a knee replacement. The Clerk will be working remotely from home for the first period after the operation and a mixed home and office duties as his mobility improves.

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- 2) **Summer Planting:** The planter liners were installed Monday with the voluntary aid of Cllr. Waddington and his van. The Clerk would personally thank Mick Waddington for his valuable assistance.
 - 3) **Barrowford Celtic Football Tournament:** Use of the field worked well the first weekend. The car park will be closed this weekend for the second half of the tournament.
 - 4) **Flags on Lamp posts:** The flags have been replaced on the lamp posts between Saturday noon and Sunday morning. The council should lodge a complaint with LCC over the health and safety implications with how this is illegally carried out.
 - 5) **The Legacy Fund:** Pendle Borough Council created a Legacy Fund which was approved at the same time as the Pride in Place Funding. This has now been ratified and Barrowford has been awarded £16,900. The Clerk has submitted the requisite form to claim the funding but there are strict conditions on how this funding can be spent. The Chair and the Clerk will look at the implications and bring a report to the July meeting.
 - 6) **Barrowford Library:** The library will be re-opening Thursday 25th June 2026.
 - 7) **Fly Tipping Bull Holme:** The Clerk has been informed of fly tipping at Bullholme allotments.
 - 8) **Lowerclough Street Allotments:** A water leak has been reported on this site the Handyman and Clerk tightened several joints but the leak is still showing this will be further investigated this week and necessary repairs carried out.
 - 9) **Boundary Signs:** The third sign has been sent for blasting and powder coating.
 - 10) **Police Vehicle Inspections:** Lancashire Police carried out a 3-hour vehicle inspection using a section of the Councils Car Park to carry out the inspections, numerous cars and vans were pulled over and inspected.
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40. **Report on the Barrowford and Western Parishes Area Committee Meeting:** Cllr. Oliver gave a brief report.
 41. **To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Cllr. M. Stone reported that the change of Prime Minister may delay the final decision on the type of new Unitary Authority arrangements for Lancashire and necessitate a Pendle Borough Council election in May 2027.
 42. **Date, time & place of next meeting:** *7pm 15th July 2026 at Holmefield House Gisburn Road Barrowford.*