

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 20th May 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

1) Vickerman

12. Election of Chairman for the year 2026-27: Cllr. Oliver took the Chair for this item, Cllr. Stringer was proposed and seconded and elected unopposed.

13. The Chairman's Declaration and Acceptance of Office: Cllr. Stringer signed the Acceptance of Office and took the Chair.

14. Declaration of Interest: None

15. Apologies Borough Councillor's N Ahmed, M Stone, D. Gallear

16. Election of Vice-Chairman: Cllr. Oliver was proposed and seconded and elected unopposed.

17. 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 for the year 2026-27:

It was Resolved:

- 1) Reaffirm the General Purposes Committee.
- 2) Reaffirm the Administration Working Group and appoint Cllrs. A. Stringer, M. Iqbal, J. Gibson, 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.

18. Appointments to Other Bodies for the year 2026-7:

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

19. Council & Committee Meeting Dates for 2026-27:

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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.

20. Subscriptions for 2026-27:

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

21. Minutes of Meeting of the Council Held on the 15th April 2026: Copies having been previously circulated.

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

22. Planning Applications, Tree Orders and Highway Matters: .

Number	Detail	Comments
26/0196/HHO	Full: Demolition of front garden wall and creation of vehicular access for car parking at front of dwelling. 38 Carr Hall Road Barrowford Lancashire	Refused: This application was discussed at the last meeting but new drawings were submitted and a new 14 day consultation period made. The Councils original comments were robust enough to not need further comment. The application was delegated and refused.
26/0216/FUL	Full: Change of use of land from open space to residential curtilage and the erection of a summerhouse. 28 Parrock Road Barrowford Lancashire	Objection: The piece of land outside the current curtilage of 28 Parrock Road was technically a greenfield site formally used for agriculture and sets the backdrop to one of the ancient trackways which connected villages farms and hamlets possibly as far back as the 15 th century. The already erected summerhouse with its close proximity to the footpath does nothing to enhance the setting and amenity of this well used PROW. There have been numerous precedents set regarding change of use from greenfield to garden in recent years and this is one where the benefit to the many locals and visitors who use this path as access to the wider Pendleside, and should be Refused on those grounds.
26/0229/HHO	Full: Demolition of existing conservatory, erection of a single storey rear extension and a first-floor extension over the existing garage. 12 Victoria Gardens Barrowford Lancashire	No Objection: This extension is satisfactory on a site large enough to take the proposed extension.
26/0254/VAR	Variation of Condition: Remove Condition 19 (Planning Obligation pursuant to Section 106 of the Town & Country Planning Act) of Planning Permission 24/0232/FUL. Park	No Objection: As a farmer's yard the site was predominately covered with buildings and hard surfaces, The development has created some garden areas which will provide a minimal habitat for wildlife. It is an improvement on the farmers yard but will give some form of green corridor to the open fields beyond. Condition 19

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	Hill Farm Gisburn Road Barrowford	would be fairly onerous on the developer and could affect the viability of the site.
26/0306/FUL	Full: Erection of a new shop front. 110 - 112 Gisburn Road Barrowford Lancashire	Objection The proposed change of frontage does retain the pillars and fascia boards still retained by several of the shops. The windows going down to ground level and multi pane window openings and 50% obscured glass may detract from aesthetics of these primary retail frontages. The Planning & Design Statement alludes that bow fronted small windows style frontage to the florists as a justification for small windows, but in context the current frontage to the florists had long existed prior to the creation of the Conservation Area in 1987 and as such should be ignored as a justification. The main concerns are: The removal of the small wall under the windows which is prevalent in all the shop frontages and the inclusion of numerous smaller window panes and the large expanse frosted glass and its negative effect on the character and amenity of the street scene. Perhaps the Planning Officer should hold further discussions on the merits of the proposed design within the Conservation Area.
26/0246/TWR	T1 - Horse Chestnut - Crown reduction of lateral limb overhanging the neighbouring property. Selectively reducing back extended lateral limb to suitable secondary growing point. Reason: Reduce excessive end weight on lateral branches, alleviate overbearing encroachment in to neighbouring garden and rebalance the crown structure. The Old Vicarage Church Street Barrowford Lancashire BB9 6EB For Information Only.	
26/0321/TCA	Removal of 3x evergreen trees 58 Carr Hall Road Barrowford Lancashire BB9 6PY For Information Only.	

23. Financial Matters: Documents having previously been circulated. The Clerk asked that two urgent additional payments totalling £202.32 be added to the circulated schedule raising the total from £13,719.79 to £13,922.11

It was Resolved:

- 1) Allotment Rent Collection to 12/05/26 to be noted
- 2) That Payments of £13922.11 for may be made.

24. Boundary Signage & Roadside Benches: A report having previously been circulated.

It was Resolved: To Note the Report

25. Pride In Place Funding: The Clerk circulated 'Application Part B' relating to Pride in Pendle Projects within Barrowford to approve completion of areas highlighted in red.

It was Resolved:

- 1) To allow Pendle Borough Council to carry out and manage approved Pride in Pendle projects within Barrowford Memorial Park.

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- 2) That the Parish Councils contributions to individual projects are correct and that this funding is confirmed.
- 3) That these projects can be started when the PIP Funding is available to suit the timescales decided by Pendle Borough Council.

26. Transfer of Assets: The Clerk reported that Mr. Mousdale had returned to Pendle to oversee the transfer of assets. The Clerk will report any progress.

27. Report of the Clerk:

- 1) **Barrowford Celtic Football Tournament:** This year the event is being held over two consecutive weekends 20th/21st June and 27th/28th June and would like to use Holmefield House Car Park and field for parking. There is a problem with Saturday the 20th June as Holmefield House is booked by a new Group so the car park will not be available but the field would be. If the Council is willing to allow Celtic to use the car park, I will explain that if they wish to use the field on Saturday 20th June they will have to ensure that the car park is left for users of Holmefield House.
- 2) **Barrowford In Bloom:** The annual plant sale will take place this Saturday 23rd May at Holmefield House.
- 3) **River Wall:** The Clerk spoke to Pendle regarding the river wall and it is on track to start in June weather conditions permitting.
- 4) **BWPAC Grants:** At the recent meeting we were informed that Grant applications would be sent out and applications should be received before the 15th June 2026. Barrowford Library have expressed an interest in applying for a bench outside the Library and I will forward the application form onto them. The Council will submit an application before that date for pruning work at Hill Top.

28. Report on the Barrowford and Western Parishes Area Committee Meeting: Cllr. Oliver gave a brief report.

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

30. Date, time & place of next meeting: *7pm 17th June 2026 at Holmefield House Gisburn Road Barrowford.*