

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 19th August 2026**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr. R. Oliver

Cllr. C. Ashton

Cllr. S. Nike

Cllr. M. Waddington

Cllr. J. Gibson

Cllr. P. Thompson

Cllr. Manzar

Cllr. M. Stone

Mr. David West

Mr D. West addressed the Council regarding the condition of the benches paid for by the Barrowford Show Committee. After discussion with D, Horsfall they both agreed to pay the £400 restoration cost through their respective businesses. The Council agreed to the work being carried out.

57. Declaration of Interest: None

58. Apologies: Cllrs. L. Ashworth, T. Titchener, A. Vickerman, D. Gallea, H. Hartley

59. Minutes of Meeting of the Council Held on the 29th July 2026: Copies having been previously circulated.

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

60. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
26/0508/FUL	Full: Erection of a new shop front. 110 - 112 Gisburn Road Barrowford Lancashire	No Objection: The new submitted drawings are similar in design and style to the adjacent buildings, the design being similar to the existing with the door moved from right to left. These latest plans are better suited to retaining the visual amenity of this prominent section of the Barrowford Conservation Area.
26/0521/FUL	Full: Change of use of land to residential curtilage including the erection of a retaining wall and fence. 25 Pasture Lane Barrowford Lancashire	This seems a sensible use of a small piece of land recently acquired formally part of the field at the rear. The retaining wall at 1m will not be obtrusive and the creation of some car parking spaces will help alleviate parking problems on Pasture Lane.
26/0514/TPO	Ash tree suffering from Ash Dieback Disease, is in a rapid state of deterioration. Tree to be felled into field in order to protect other TPO Trees. Land Adjacent Barrowford Locks 46 And 47 Leeds and Liverpool Canal Colne Road Barrowford Lancashire. For Information Only	

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26/0532/TPO	T1 is a large mature Beech tree, it is located behind Bank Mill, next to the garden of No18 Bank Fold. The tree shed a large limb recently. Due to "Summer Branch Drop". We wish to make the shed limb safe. We also wish to reduce some of the longer lateral limbs, extending over the garden of No 18, to reduce the risk of their failure over the garden. 18 Bank Fold Barrowford Lancashire BB9 6JW. For Information Only
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61. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Note the Outturn to 31st July 2026
- 2) Approve Virements for July
- 3) To approve payments of £27,192.82 for August 2025

62. Accounts 2025-26: Deferred to next meeting

63. Pendle Borough Council Asset Transfers: A progress report was circulated prior to the meeting. The Clerk reported that discussions were still ongoing as the list may not be a complete list.

It was Resolved: That when a complete list is established that a meeting of the Finance Committee be held to consider the list and a report presented to the Council for decision.

64. River Wall Repairs: The work is now completed the final cost will be £70,000 +vat.

65. Pride In Place Funding: The Clerk reported:

- The notice board has been ordered and paid for awaiting delivery.
- The additional festive decorations have been ordered.
- The planter is being made.
- Kitchen tendering process progressing.
- Solar Panels ongoing preparing for quotes.
- Park Projects no update P. Riley on leave

66. Request for Flag Pole: The Flagpole and installation have been ordered and two bollards to protect the pole from being hit by cars. It is hoped the base block will be installed in early September with the pole two weeks later.

67. Pendle Pub Walk: The Chair reported that he had received the documents from Pendle and would finish his report and forward it to Pendle.

68. 117 Gisburn Road: Enforcement action has begun and a compliance date issued.

69. Report of the Clerk:

- 1) **Housing at Pasture Lane:** Following County Cllr. Hartley's report to the last meeting, the Clerk has been making enquiries. The Clerk spoke to Mr. Halton at

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Planning Policy and was informed that the new Planning Rules which came into force on the 25th March 2026 meant that the Pendle Local Plan did not conform with the new legislation and was one of 39 authorities required by Government to publish a notice of intention to commence local plan preparation and have an updated local plan timetable by the 30th June 2026. The Clerk has spoken to Fitzgerald Planning Consultants and will have further discussions when she returns from annual leave. The first two consultations started on Friday 14th August and run until the 14th September giving adequate time to submit comments as necessary.

- 2) **Container:** The Clerk has ordered a 20ft container and it was delivered 19th August 2026.
- 3) **Barrowford Memorial Park:** A large Beech to the right of the cemetery steps has shed a large top branch. This is quite common in summer when the trees are in full leaf. The branch did no damage and is in a area where the ground has several self-seeded saplings. The Clerk has asked the Arboriculturist to look at the branch and make safe retaining it as a wildlife and insect habitat.
- 4) **Tree Condition Survey:** It is three years since the Council had a tree condition survey and the Clerk has received a quote from Bowland Tree Consultancy to survey all trees on Council property. The cost is £2089.50 + vat. The Clerk has ordered the Survey.
- 5) **Bench at Dicky Nook:** After two years the licence should be going through the last throws of granting a Licence. The Clerk strongly recommends that the Parish Council order the bench as there will be a 4-to-8-week lead time.
70. **Chairman's Benches:** Another one has been renovated and the plaque added. This one will be replacing the wooden/steel bench outside the Holden Centre and could be installed by the time of the meeting. That will leave two Chairmans benches outstanding, one for Cllr. Robert Oliver and the other for Cllr. Stringer.
71. **Report on the Barrowford and Western Parishes Area Committee Meeting:** Cllr. Oliver reported that the grants had been decided at the meeting and that most of the Barrowford applications had been successful.
72. **To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Cllr. Stone reported that enforcement had been started at a site on Factory Lane.
73. **Date, time & place of next meeting:** *7pm 19th August 2026 at Holmefield House Gisburn Road Barrowford.*