

Agenda Item 11

Minutes of the Meeting of Barrowford Parish Council Held at Holmefield House Gisburn Road Barrowford On Wednesday 19th April 2023

Present

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

S. Nike P Thompson M. Waddington J. Gibson T. Titchiner
R. Oliver C. Ashton Manzar L. Ashworth,

Borough Cllrs:

County Cllr. Cllr. H. Hartley

1. Declaration of Interest:

2. **Apologies:** Cllr. A. Vickerman, Cllr. D. Gallear

3. **Minutes of Meeting of the Council Held on the 15th March 2023:** Copies having been previously circulated.

It was Resolved: That with the addition of Cllr. P. Thompson to the attendees to adopt the minutes as a true record.

4. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
23/0192/HHO	Full: Erection of a single storey rear extension and a dormer extension to the rear. 2 Carr Hall Gardens Barrowford Nelson	Concerns: Barrowford Parish Council has concerns over impact on the setting and visual amenity of the Car Hall Conservation Area. The Council submitted no objection to a large rear extension on this street but that application did not involve raising the roofline to incorporate a large dormer and did not materially alter the streetscape or visual amenity of adjacent properties. The Parish Council should raise its concerns regarding the impact on the Conservation Area and potential impact in terms of massing on the visual amenity and streetscape on Sandringham Close
23/0219/FUL	Full: Erection of a single storey extension to rear of annexe to form a meeting room. The Annexe Holmefield House Gisburn Road	No Objection:

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5. Financial Matters: The payment schedule, Outturns having been previously circulated.

It was Resolved:

- a. Virements for March be Approved
- b. Outturn for to the 31st March 2023 be noted
- c. To approve payments of £11,733.82 for April 2023
- d. To approve the Year End Adjustments for 2022-23
- e. To approve the Reconciled Outturn for year ending 31st March 2023

6. Approval of Bank Card for the Clerk: A report having previously been circulated.

It was Resolved:

- 1) To approve the application for a bank card.
- 2) It was in the Councils interest to apply for the Business Debit Card service.
- 3) The Council agrees to be bound by the Business Debit Card terms contained in the Business Customer Agreement.
- 4) Notwithstanding that the existing Appointment of Bankers provides for more than one person to give instructions to the Bank, the Council agrees, for the provision of Business Debit Cards only, to allow Barclays to accept and act on instructions from any one nominated cardholder.
- 5) Authorised persons identified in section 3 of the Appointment of Bankers are authorised to apply for, nominate cardholders, and to accept the Business Debit Card terms contained in the Business Customer Agreement, on behalf of the Council

7. Parish Council Elections: The Clerk reported that all Councillors had been re-elected unopposed and that their term of office would start 4 days after the date of the election.

8. Tree Survey: A report having previously been circulated. The Clerk reported that in conjunction with the Open Spaces Officer at Pendle BC a scheme of works would be drawn up to carry out the highlighted works.

9. Coronation of King Charles III on the 6th May 2023: The Clerk has purchased 60 flags and flag poles, after discussion it was decided to erect the flags one week prior to the election and remove one week after the election.

10. Pendle Heritage Centre: The Clerk gave a brief update and would chase up the opening of the exhibition.

11. Report of the Clerk:

- 1) **Allotment Rent Collection:** As of this morning Clerk has collected £5935.00 of which £4878.00 is Rent and £1050.00 is water charges and £7.00 in keys.
- 2) **Armed Forces Support Group:** The planning application has been submitted and the fee of £117.00 has been paid by the Clerk as a card payment.

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- 3) **River Wall Repairs Bill:** The Clerk has received the bill and has asked a couple of questions regarding CIS deductions. The Clerk will arrange for the bill to be paid when he receives further clarification.
 - 4) **Barrowford Memorial Park:** Cllr. Nike reported that a board had fallen off one of the herb beds adjacent to the lake/bowling green. A temporary repair has been made but the bed will need replacing.
It was Resolved: to add to the list of works.
 - 5) **Barrowford Bowls Club:** Request for meeting.
It was Resolved: That an initial meeting be arranged with the Chairman and the Clerk and that a report be brought to a future meeting.
 - 6) **Pendle Power Fest:** Pendle Power Fest have asked if they can put a banner across the front of Holmefield House to promote their event. This will be after the removal of the Coronation Flags during the week after the Coronation. The Group has asked about the use of shop brackets for next year's event.
It was Resolved: To allow Pendle Power Fest to place a banner across the front of Holmefield House for two weeks after the removal of Coronation Flags and that providing that shopkeepers were happy with the arrangements that the tree brackets could be used for advertising flags.
 - 7) **2022-23 Internal Audit:** The Internal Audit will be carried out in the two weeks following the 8th May
12. **Report on the Barrowford and Western Parishes Area Committee Meeting:**
Cllr. Oliver gave a verbal report regarding the meeting.
13. **To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** No reports.
14. **Date, time & place of next meeting:** *Annual Meeting with the Public followed by the Annual Council Meeting Starting at 7pm 17th May 2023 at Holmefield House Gisburn Road Barrowford.*