

### Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council  
Held at Holmefield House Gisburn Road Barrowford  
On Wednesday, 15<sup>th</sup> February 2018**

**Present**

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

B. Norcross	R O Windley	M. Waddington	S. Nike	T. Titchiner
A. Vickerman	A. Stringer	K. Turner	J. Gibson	P. Thompson
Cllr. L. Crossley	Mrs. Kellow	Mrs. Graham		

**170. Declaration of Interest:** None

**171. Apologies:** None

**172. Minutes of the Meeting of the Council Held on the 18th January 2017:** Copies having been previously circulated.

**It was resolved:** That the minutes of the Meeting held 18th January 2017 be approved as a correct record.

**173. Minutes of the GP Meeting held on the 4<sup>th</sup> January 2017:** Copies having been circulated

**It was Resolved:** To note the minutes.

**174. Declaration of a Casual Vacancy:** The Clerk informed the Council that they would need to approve the notice of Casual Vacancy for Mr. Jackson. Cllr.

Vickerman asked that the Clerk write to Mr. Jackson thanking him for past service.

**It was Resolved:** That the Vacancy be confirmed and the correct notices displayed on Friday 17<sup>th</sup> February.

**175. Planning, Appeals & Highway Matters:**

Number		Comments
17/0036/HHO	Full: Erection of porch.2 Shap Close Barrowford Nelson	<b>No Objection:</b>
17/0050/ADV	Advertisement Consent: Display of one 7.5m x 0.73m illuminated fascia sign, one 0.65m x 1.5m illuminated projecting sign and one 1.1m x 0.75m illuminated doorside sign. 79-81 Gisburn Road Barrowford Nelson	<b>Objection:</b> The Council considers that proposed signage is of an inappropriate design and materials and is excessive given the size of the frontage and proposed design of the fencing to the seated area. The illumination also raises concerns as the property abuts a residential property. The Council feels that the proposed signage would detract from the character and amenity of the Barrowford Conservation Area, and set a

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		precedent for future signage quality within the conservation area. The Council considers it appropriate that the application should be referred to the Conservation Officer for comment.
17/0059/FUL	Full: Change of use of land to external seating area associated with coffee shop/wine bar at 79-81 Gisburn Road and erection of decking. 79-81 Gisburn Road Barrowford Nelson	<b>Objection:</b> The Parish Council feels that an outside seating area behind the building separated by an unadopted road within a residential area could lead to noise problems to houses to the rear of the area and next door to 79-81 Gisburn Road. There are also concerns regarding second unofficial access/egress being created along Butterfield Street through an unadopted highway which could lead to potential noise nuisance to residents in the Sharp Street, Ingham Street Area. Other properties have permitted rights of access over the unadopted street which may be diminished by the change of use. If this area is used for the proposed use what storage will be provided for commercial waste that are produced by a Wine Bar/Bistro?

**176. Financial Matters:** The relevant paperwork having been previously circulated.

**It was Resolved:**

- a. To Approve Virements for January
- b. To note the Outturn for January 2017
- c. To add the additional entry and approve payments of £11,345.94 for February 2017

**Payments February 2017**

<b>To Whom Paid</b>	<b>Total</b>
Groundwork	1600.00
Wages & Salaries	4941.20
D Lewin	14.30
I. Lord	38.29
HM Revenue & Customs	474.67
Petty Cash	204.34
Copifax	48.41
J B Barnes Ltd	27.97
United Utilities	100.57
United Utilities	23.81
Cardiac Science	1806.00
United Utilities	63.48
Howdens	5.39
Whitehill Direct Ltd	432.00
British Gas	38.67

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Peninsula	108.00
Daisy Communications	76.49
PEAC	151.20
Colin Braithwaite	1056.00
Luncheon Club	135.15
<b>Total</b>	<b>11345.94</b>

- 177. Car Park at Holmefield House:** Mrs Kellow raised concerns for the Lime Tree. The Clerk reported that plans were being drawn up for the car park and until this had been done and the drawings scrutinised by the Council no decision on the Lime tree would be made.
- 178. AED's:** Cllr Windley reported that the Fleece AED had been ordered and that his application for a AED for Holmefield House had been declined and that he and the Clerk were looking at funding for an internal AED at Holmefield House.
- 179. Parks Transfer Meeting 15th February 2017:** Cllr Oliver gave a brief report on the meeting reporting that the meeting involved Mr. Higson from the Parks and more detailed management and requirement discussions took place. Pendle have now forwarded more information to the council.
- 180. Barrowford Cricket Club:** The Clerk gave an update on progress at cricket club including a grant of £400 from the BWPAC and £300 from the Power Fest.
- 181. Neighbourhood Plan Update:** A brief progress report was given.
- 182. Reports from Working Groups:** Cllr. Oliver reported that the Parish Newsletter was underway and that the expected delivery date was early March. The Clerk tabled a mock up in A5 size as a replacement for the current A4 version which would significantly reduce the printing costs.  
**It was Resolved:** To adopt the A5 version for this newsletter.
- 183. Report of the Clerk:**
- 1) Allotment Rent Increases 2018-19:** The Council needs to decide on its intention to increase the allotment rents for 2018-19 as the any increase needs to be highlighted on this year's rent invoices. The invoices need to be sent out mid-March and the Clerk suggests that the item be discussed at the March GP Meeting.  
**It was Resolved:** To make a decision on the level of rent increases at the March GP Meeting.
  - 2) Pendle Heritage Trust Ltd.:** The Clerk has received an email asking the Parish to nominate a member for this group. As ongoing negotiations are being held with this group perhaps a member of the appointed negotiating team should be selected temporarily until the AGM of the Council in May when representatives to outside bodies are elected.

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**It was Resolved:** That Cllr. R. Windley be the Parish Council's representative on this body.

- 3) **Tree Felling at Holmefield House and Hill Top:** Letters have been delivered to immediate residents regarding the tree works and the reasons why. The work will be carried out the week commencing the 20<sup>th</sup> February 2017.
- 4) **Neighbourhood Planning Protocol:** The Council has received their copies of the protocol which starts on the 1<sup>st</sup> March 2017 for signature.

**It was Resolved:** That Cllr. Oliver signs the documents on behalf of the Council

**184. Report on the Barrowford & Western Parishes Area Committee:** Cllr.

Crossley reported about the grant to the Cricket Club and that the BWPAC had submitted a letter of objection to the proposed new house numbers for Barrowford and surrounding villages contained in the Local Plan Part 2.

**185. To receive reports (if any) from County & Borough Councillors and**

**members appointed to other bodies:** Cllrs. Crossley and Turner reported that Pendle Councils budget was being discussed at a Special Budget Council meeting on the 23<sup>rd</sup> February 2017.

**186. Date, time & place of the next meeting:** *The next meeting of the Council will be held on Wednesday the 15<sup>th</sup> March 2017 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*