

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 16th September 2026**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr. R. Oliver

Cllr. Manzar

Cllr. S. Nike

Cllr. A. Vickerman

Cllr. J. Gibson

Cllr. P. Thompson

Cllr. D. Gallear

Cllr. H. Hartley

74. Declaration of Interest: None

75. Apologies: Cllrs. L. Ashworth, T. Titchener, C. Ashton, M. Waddington, M. Stone

76. Minutes of Meeting of the Council Held on the 19th August 2026: Copies having been previously circulated.

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

77. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
26/0559/VAR	Variation of Condition: Vary Condition 2 (Plans) of Planning Permission 24/0471/VAR. Middleton Laithe Farm Middleton Drive Barrowford	No Objection: The variation of planning appears to be minor.
26/0557/HHO	Full: Erection of a rear orangery.5 Hawthorne Grove Barrowford Lancashire	No Objection: The proposed orangery will have no significant impact on the existing building or streetscape.
26/0604/HHO	Full: Erection of a single storey front extension to attached garage and a replacement front porch.34 Mitton Avenue Barrowford Lancashire	Grave Concerns: This is a retrospective application; the extension was started over two years ago. The Parish Councils concerns are that if this is granted permission how long will it take to complete this small extension? The current half completed extension does not improve the streetscape or residential amenity to neighbours. Are there any mechanisms by which if permission is granted a swift completion can be enforced? The granting of permission could leave this extension uncompleted for several more years.
26/0612/FUL	Full: Change of use of barn to a dwelling, external alterations and erection of a single storey extension. West Pasture Barn	No objection to the Barn Conversion but object to the size and scale of proposed parking area within the open countryside. This barn has applied for planning permission in the past, that

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	Pasture Lane Barrowford Lancashire	application was supported by the Parish Council as West Pasture Farm and Barn have been unoccupied for quite a few years and are showing significant signs of dilapidation with an ever-increasing chance of the barn suffering complete collapse. The saving of this early 19th century barn would retain and reuse an otherwise unusable village feature. The Parish Council objects to the need for an exceptionally large permeable paved car park to the front of the barn on greenfield land in the open countryside. This proposed area far exceeds the parking needed for a domestic residence and is of the opinion that if constructed would diminish the visual enjoyment and amenity of the open countryside at this prominent gateway to the Pendleside Villages with numerous PROW's including one alongside the proposed parking area.
26/0628/FUL	Full: Erection of a dwelling. Land To the South East of Pasture Barn Pasture Lane Barrowford	Objection: On the grounds: <i>1) The proposed site is outside the Settlement Boundary,</i> <i>2) Adverse impact on the setting and visual amenity of Pasture House Farm,</i> <i>3) Increase in traffic flow using Robinson Lane having an adverse impact on the safety of the PROW.</i> <i>4) Loss visual amenity from several PROW's within a popular walking area leading to the Pendleside Villages.</i> Pasture House Farm is a Grade II listed building and 40 years ago comprised of a large farmhouse once owned by gentlemen farmers, a workers cottage and associated farm buildings. In recent years the main barn has been converted to two dwellings with addition farm buildings being constructed one of which was approved for conversion to a house. Pasture House Farm and the original barn sit in a prominent position on the hillside and has been a local landmark since the 18th Century. The field to the front was a large open field with an access track to the side giving the impression of its former wealthy landowner status. This vista has been degraded by recent additions of modern farm buildings other business use. This site is outside the Settlement Boundary in the open Countryside, but there have been three

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		applications within recent years to build dwellings within this field, the first for three dwellings was refused due to its impact on the setting and visual amenity of Pasture House Farm, this we believe was up held on appeal, the second was for a non-permanent log cabin, but the application was withdrawn. This one is for a large bungalow in a prominent position in the field with access road across the field. The levelling of the site with the exception of the small bank left to the front will not materially improve the new buildings setting within the open setting of Pasture House Farm. The proposed modern design will not improve the current vista from the PROW when compared to Pasture House Farm and the barn conversion which retains many original features. The single track access to the farm has seen more use since the creation of additional dwellings in recent year and with the granting of PIP for four dwelling to the rear of Pasture Cottage addition traffic will be using the lane. A large section of the lane is also a PROW which is well used.
26/0545/TPO	Group of trees in rear garden, consisting of T1 Ash - Remove as large parts dead T2 Ash Reduce Ash dieback T3 Hawthorn reduce 15 percent T4 and T5 Hornbeam slight reduction T6 reduce by 20%. 5 Cairns Close Barrowford Lancashire BB9 6RW.	
26/0598/TPO	T1 Lime - Remove Reason: The tree is in decline, has a large amount of deadwood and dieback present in the upper crown. Development Site To The North East Of Saint Thomas Church Wheatley Lane Road Barrowford Lancashire	

78. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Note the Outturn to 31st August 2026
- 2) Approve Virements for August
- 3) To approve payments of £95,711.81 for September 2025

79. Accounts 2025-26: Meeting of the Finance Working Group to be called

80. New Local Plan Edition 5 Consultation: The Clerk reported that in collaboration with Fitzgerald Planning, the Cllrs, A. Stringer, R. Oliver S. Nike drafted the Councils response to the Edition 5 Scoping Report consultation and submitted on behalf of the Parish Council. A full copy of the Council's response was circulated at the meeting. It was suggested that it be included on the new website.

81. Pendle Borough Council Asset Transfers: In light of the Government's pause in the creation of 4 unitary councils in Lancashire. The Clerk has emailed Mr. Mousdale

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how this will affect the roll out of asset transfers. He is currently on leave the Clerk will wait until his response before calling a meeting of the Finance Review Working Group.

82. River Wall Repairs: The work has been completed we have received the bill. The Clerk has submitted a request for the BWPAC Grant.

83. Pride In Place Funding: The Clerk reported:

- The notice board has been ordered delivery is expected towards the end of September.
- The additional festive decorations have been ordered with infrastructure to be installed soon.
- The planter has been completed and will be installed shortly.
- Kitchen tendering process progressing. **Ongoing**
- Solar Panels ongoing preparing for quotes. **Ongoing**
- Park Projects no update P. Riley on leave. **Ongoing**

84. Flag Pole: The Flagpole and installation have been ordered and two bollards to protect the pole from being hit by cars. The foundation for the pole was laid on Monday 14th September the pole is to be installed Wednesday 23rd September The two bollards have been sent for shot blasting and powder coating.

85. Pendle Pub Walk: Ongoing

86. 117 Gisburn Road: Enforcement action has begun and a compliance date issued.

87. Report of the Clerk:

- 1) **Annual Pay Awards:** The Clerk has received the notification of the 2026-27 increase backdated to the 1st April 2026 and will apply it to the it to the October wages.
- 2) **Legacy Fund:** The Council's Executive approved the allocation of the shared administrations £500k Legacy Fund on 19 March 2026. The purpose of the fund is to provide funding for one-off legacy projects across the borough with the aim of leaving a lasting impact on the community. It is shared between Area Committees and the Town and Parish Councils, largely based on electorate.
 - a) Barrowford Parish Council has been awarded £16,900 from Pendle to fund legacy projects.
 - b) BWPAC have been given been allocated £29,230 for projects.

The Clerk has been trying to find out how the halting of the formation of the Unitary Authority will affect this funding. The Clerk suggests that this could be an opportunity to improve the War Memorial within the park.

- 3) **Tree Survey:** The tree survey is underway with the written report expected in the next couple of weeks. The Clerk will report to the next meeting
- 4) **Winter Planting:** The Clerk has ordered the winter bulbs and compost; the summer plants will be brought in in the next couple of weeks.
- 5) **Christmas Trees:** The Clerk will be ordering these in the next few days.

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- 6) Remembrance Sunday:** Remembrance Sunday will be on the 8th November this year.
- 7) Gaumless Trough Sign:** The Sign to the front has rotted out after 19 years the Clerk will source a replacement.
- 8) Skip at Lowerclough Allotments:** There has been a complaint regarding accumulated rubbish on the boundary with Caldervale Mews. The Clerk will order a skip for next week and remove the rubbish.
- 9) New Container:** The container needs lighting and power points installing there is some funding left over in the purchase budget.
- 10) LCC License:** The Parish Council need to apply for a license to attach festive decorations to lamp posts, the Licence last for three years and there is a fee involved.
- 88. Report on the Barrowford and Western Parishes Area Committee Meeting:** Cllr. Oliver reported that changes on how planning applications are dealt with means that the BWPAC will no longer deal with applications.
- 89. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** None
- 90. Date, time & place of next meeting:** *7pm 21st October 2026 at Holmefield House Gisburn Road Barrowford.*