

Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 15th June 2022**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

R. Oliver M. Waddington L Ashworth J. Gibson
S. Nike A. Vickerman T. Titchiner
Pendle Cllrs. Cllr. Nadeem Cllr M. Stone
Mr. S. Bromley spoke on Planning Application 22/0263/FUL

30. Declaration of Interest: None

31. Apologies: Cllrs. C. Ashton, P Thompson

32. Minutes of Annual Meeting of the Council Held on the 18th May 2022: Copies having been previously circulated.

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

33. Planning Applications, Tree Orders and Highway Matters:

It was Resolved: That the following comments are submitted by the Council.

Number		Comments
22/0263/FUL	Full: Change of use from Place of Worship (Use Class F1(f)) to Mixed Use comprising a dental practice (Use Class E(e) and 3 No. residential dwellings (Use Class C3). Saint Peter and Saint Pauls Roman Catholic Church Gisburn Road Barrowford	Objection 1. The site falls within the Higherford Conservation Area and is set in a prominent position alongside Pendle Water within an area containing several listed properties and a Scheduled Ancient Monument. Across the river runs Foreside a well-used route for walkers to the Water Meetings, Blacko, Roughlee and other Pendleside Villages. The vista from the road bridge towards the Scheduled Pack Horse Bridge was included in the Barrowford Neighbourhood Plan to protect both the setting and amenity of this locally important area. Any design should be both sympathetic in design and materials to enhance not distract from the existing vista and as such the Parish Council would expect a full report from a conservation officer on the submitted application.

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		<ol style="list-style-type: none">2. The proposed 3 apartments and a large dental practice show no off-street parking for either the apartments or the dental practice. The apartments are to be accessed via Pinfold for one or from a proposed new ramped access onto Gisburn Road, which will include a waste collection point. The proposed access is in close proximity to Higherford Bridge which turns through around 100° on crossing the river preventing on street parking or a safe drop off point on this busy “A” road. The entrance to the proposed dental surgery accesses onto a small area to the front of a cottage and directly onto the A682 again there is no safe on road parking or drop off point. Gisburn Road at this point is subject to the implantation of further yellow lining to the South Side which will further reduce on street parking.3. Parking Provision: There is no apparent parking provision highlighted on the plans, there is no indication of the number of staffing for the dental practice but with 4 consulting rooms a large lecture/training theatre, reception office and ancillary rooms the staffing could exceed 20. The three 1 bedroom apartments would require 2 parking spaces each, with around 26 spaces needed for immediate use before any thought is given to patient parking. This area of Higherford has only two side streets Foreside is narrow and would offer no additional on street parking and Rockville is unadopted and as such is not a public highway with only limited rights of access. This section of Gisburn Road has either central double white line or double yellow lines precluding on road parking.4. Barrowford Parish Council would like to see the former St Peter & Paul site brought into use, good design and materials with the retention of as many existing features including some of the existing windows as a mark of the buildings past history could enhance the setting and amenity of both the Conservation Area and the essential riverside vista.
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		The topography of the site and the surrounding streets give no easily accessible off-road parking coupled with scant on road parking leave this site difficult to develop. Barrowford Parish Council object to this application being approved in its present form without adequate alternative off road parking provision being provided.
22/0208/FUL	Full: Change of use of the ground floor of Unit C from storage to a fitness studio and installation of a glazed screen. Merc Engineering Ltd Unit C Lower Clough Mill Pendle Street	<p>No Objection in Principle but concerns regarding both Parking and the Proposed Glass Entrance.</p> <p>This application is for a change of use to extend the first floor Fitness Studio into the ground floor effectively doubling the capacity. The Council is not concerned regarding the change of use but would like to see the proposed window and glass door in obscured glass. The Parish Council has grave concerns regarding the fact that no additional off-road parking is included. The application form gives the total off road parking spaces as 75 but is this the total off road parking for the complete Lowerclough Mill, or for sole use of this unit? If the 75 off road spaces is for the whole complex, then the 75 spaces currently in use do not provide adequate provision for Lowerclough Mill with many employee's/users using on street parking particularly along Lowerclough Street which is both narrow and the main arterial route for HGV's accessing the mill. The applicant needs to clarify the parking provision and the spare capacity for additional users of the Fitness Studio before the application is considered for approved</p>
22/0356/HHO	Full: Retrospective permission for retaining wall to garden. 14 Hindley Court Barrowford Nelson	<p>No Objection if the two points are met.As this is a retrospective application the Parish Council only concerns are:</p> <ol style="list-style-type: none"> 1. Is the wall and foundation structurally sound enough to retain the terraced portion of the garden? 2. As this application falls within a HSE Consultation Zone does it comply to their requirement in terms of public safety and maintenance easement rights?

34. Financial Matters: The payment schedule, Outturns and Year End Adjustments having been previously circulated.

It was Resolved:

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- a. Virements for May Approved
 - b. Outturn for to the 31st May 2022 be noted
 - c. To approve payments of £16,099.39 for June 2022.
- 35. Conclusion of Internal Audit:** To consider the Internal Auditors Report
It Was Resolved: To Note the Internal Auditors report and incorporate all recommendations into the 2022-23 Audit Process
- 36. Approval of Accounts 2021-22:**
It Was Resolved
- a. That the Statement of Assurance had been read understood and the replies Approved.
 - b. To approve the Annual Return to the Auditor.
 - c. To Approve the Significant Differences the Clerks Explanatory Notes
 - d. To approve the Yr. End Bank Reconciliation
- 37. UK Shared Prosperity Fund (UKSPF):** Cllr. Stringer and Borough Cllr. Nadeem gave a verbal report on the on Teams meeting held that afternoon.
It was Resolved: To offer help to the AFSG on their bid.
- 38. Lancashire County Council Charter:**
It was Resolved: To sign up to the Lancashire County Council Charter.
- 39. Barrowford Memorial Park:** Nothing to report
- 40. Report of the Clerk:**
- 1) **Council Visit to the Heritage Centre:** The Clerk has spoken to staff at the Heritage Centre and a guided visit would be possible on Saturday the 2nd July at 10am. Several Councillors expressed an interest and the Clerk will book for 10.
 - 2) **Rent reminders:** The reminders were posted out on Friday 10th June 2022 with payments being received.
 - 3) **AFSG Platinum Jubilee Event:** The event went well with thanks to the Parish Council for their support and to the Parish Staff for their help.
 - 4) **Memorial Benches:** The first refurbished memorial bench has been installed next to the bowling pavilion with a second bench being removed for restoration.
 - 5) **AFSG:** The AFSG have appointed Mr. P. Clegg as designated Project Manager for the proposed extension of AFSG building. A brief meeting was held this morning to discuss the matter and it was reported that a bid was being submitted to both the Levelling up Fund and the BWPAC for grants. The initial plans are being redrafted prior to a possible planning application if necessary.
 - 6) **Power Fest:** The event was successful with around £8,000 to be donated to Pendleside Hospice. A sum of £150 is being donated to the Luncheon Club
 - 7) **Barrowford Celtic:** A request to use the Car Park and back field at Holmeffield House for car parking on the weekend of 25th & 26th June 2022.

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It was Resolved: To allow Barrowford Celtic use for car parking subject to conditions.

41. Report on the Barrowford and Western Parishes Area Committee Meeting:
A verbal report was given by Cllr. Oliver.

42. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies: Cllr. Nadeem gave a short verbal report.

43. Exclusion of the Public and Press: Members agreed to exclude the public and press from the meeting during the following item of business in pursuance of the power contained in Section 100(A) (4) of the Local Government Act, 1972 as amended when it was likely, in view of the nature of the proceedings or the business to be transacted, that there would be disclosure of exempt information relating to the financial or business affairs of any particular person (including the Authority holding that information).

It Was Resolved: To Exclude Members of the Public & Press

44. Pendle Heritage Centre Lease: Discussion regarding the existing lease.

It was Resolved: To approve the request under the sub-letting clause in the existing lease

45. Date, time & place of next meeting: *Council Meeting Starting at 7pm 20th July 2022 at Holmefield House Gisburn Road Barrowford.*