

Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday 19th June 2024**

Present

Cllr. A. Stringer – Chairman in the Chair

Parish Councillors

S. Nike	R. Oliver	T. Titchiner	J. Gibson	L. Ashworth
P. Thompson	C. Ashton	M. Waddington		
Cllr. D Gallear	Cllr. M. Stone			

34. Declaration of Interest: None

35. Apologies: Cllrs. M. Iqbal, A Vickerman

36. Minutes of AGM of the Council Held on the 15th May 2024: Copies having been previously circulated.

It was Resolved: To adopt the minutes as a true record.

37. Planning Applications, Tree Orders and Highway Matters:

It was Resolved:

Number	Detail	Comments
24/0362/HHO	Full: Erection of a single storey wrap around extension to the side and rear. 8 Whittycroft Drive Barrowford Lancashire BB9 6AS	Objection on the grounds of lack of off-road parking provision and if the applicant addresses the parking problem, the Parish Council expects that adequate mitigation for increased surface water runoff for the extension and additional hardstanding is addressed by condition to prevent potential flooding in the valley bottom.
24/0394/HHO	Full: Erection of an additional upper floor to existing double garage and the replacement of an existing car port.10 Middleton Drive Barrowford Lancashire	No Objection: The existing bungalow is of large proportion set on a large plot with ample off-road parking. The existing bungalow is built on a sloping site with the building showing three distinct step downs the lowest consisting of a carport and a double garage. The proposed first floor extension and replacement of car port with boot room will not adversely affect the height of the building and the pitched gable to the front gives a more balanced appearance to the frontage. The impact to the surface water runoff would be minimal.

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

It was Resolved:

a. Virements for June2024 None

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- b. Note the Outturn to the 31st May 2024
- c. Reconciliation for May 2024 to come to July Meeting
- d. Allotment Rent Collection Update
- e. Approve payments of payments of £14601.61 for June 2024.

39. Conclusion of Internal Audit: To consider the Internal Auditors Report and incorporate any recommendations into the 2024-25 Year End Accounting Process.

It was Resolved:

- 1) To note the Internal Auditors Report:
- 2) To Note Completed Agar Section 3
- 3) To Consider matters arising from the Internal Audit with the Clerk bringing a report on how to address the Auditors Comments to the July Meeting.

40. Approval of Accounts 2023-24:

It Was Resolved:

- 1) That the Statement of Assurance had been read understood and the replies are Approved. (AGAR Section 2)
- 2) That the Annual Return to the Auditor are approved. (AGAR Section 3)
- 3) Significant Differences the Clerks Explanatory Notes having been read to the Council Are Approved by the Council.
- 4) Yr. End Bank Reconciliation is Approved
- 5) Differences between box 7 & 8 are Approved
- 6) That the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return be published on both the website and notice boards on Friday 21st June 2024 with the period for public inspection running from Monday 24th July to Friday 2nd August 2024.

41. Community Orchard at Holmefield House: The Clerk gave a brief update.

42. Barrowford Memorial Park: The previously circulated report was discussed and the following priorities were agreed.

- 1) That a draft of the Park Booklet be prepared by the end of July.
- 2) That the Clerk applies for other grant funding including Awards for All.

43. Report of the Clerk: The Clerk requested on behalf of the Friends of Holmefield house a letter to Barclays Bank stating that the Friends Group operate from the Holmefield House.

It was Resolved: That the Clerk draft a letter for the Friends of Holmefield House

44. Report on the Barrowford and Western Parishes Area Committee Meeting:

Brief report given by Cllr. Oliver, the proposed amendments to conditions on Application 24/0247/VAR was deferred for 1 month to give all parties time to assess the amended plans submitted on the day of the meeting.

It Was Resolved: To engage Fitzgerald Planning & Design to assess the suitability of the amended plans compared by the Appeal Inspectors comments regarding suitable design and materials.

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45. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies: Cllr. Stone gave a brief report regarding the recent Pendle Council meeting.

46. Date, time & place of next meeting: *Next Council Meeting to be held 7pm 17th July 2024 at Holmefield House Gisburn Road Barrowford.*