

Agenda Item 3

**Minutes of the Annual General Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 18th May 2016**

Present

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

T. Titchiner	E. Jackson	M. Waddington	S. Nike	G. Gibson
A. Vickerman	A. Stringer	R O Windley	K. Turner	
Cllr. L. Crossley				

15. Election of Chairman: Cllr. R. Oliver was proposed, seconded and elected unopposed Chairman for 2016 – 17.

16. Chairman’s Declaration: Cllr. R. Oliver signed the Declaration of Office and took the Chair.

17. Declaration of Interest: None

18. Apologies: P. Thompson

19. Election of Vice-Chairman: Cllr. R. Windley was proposed, seconded and elected unopposed as Vice Chairman of the Council for 2016 – 17.

20. Reaffirming the formation of the General Purposes, the Administration Review Committee, Best Kept Garden Committee and Human Resources Working Group and to appoint members to the latter three:

It was Resolved:

- a) To reaffirm the formation of the General Purposes, the Administration Review Committee, Best Kept Garden Committee, Human Resources Working Group and the Neighbourhood Plan Steering Group.
- b) To appoint Cllr. A. Stringer, Cllr. Windley, Cllr. E. Jackson, Cllr. R. Oliver, Cllr. A. Vickerman and Cllr. Waddington to the Administration and Finance Review committee.
- c) To appoint Cllr. P. Thompson, Cllr. S. Nike, Cllr. B. Norcross, Cllr. R. Oliver and Cllr. A. Vickerman to the Best Kept Garden Committee.
- d) To appoint Cllr. E. Jackson, Cllr. Oliver, Cllr. A. Stringer and Cllr. A. Vickerman to the Human Resources Working Group.

21. Appointments to Other Bodies:

It was Resolved: That the following councillors would represent the Parish Council on the following bodies.

LALC/Pendle Branch

Cllr. R. Oliver

Cllr. S. Nike

I. Lord

Tree Warden/Pendle Countryside Access Forum

Cllr. B. Norcross

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Barrowford & Western Parishes Area Committee	Cllr. R. Oliver
	Cllr. Vickerman (Reserve)
Friends of Holmefield House	Cllr. G. Gibson
	Cllr. R. Oliver
	Cllr. A. Vickerman

22. Council & Committee Meeting Dates for 2016-17:

It was Resolved: To adopt the proposed meeting dates for 2016-17.

23. Subscriptions for 2016-17:

It was Resolved: That Barrowford Parish Council continued to remain members of the following organisations and to pay subscriptions for the year 2015-16.

Wildlife Trust:

LPFA: (Lancashire Playing Fields Association)

SLCC:(Society of Local Council Clerks)

NALC:(National association of Local Councils including membership of the Lancashire Association of Local Councils)

SELRAP

24. Minutes of the Meeting of the Council Held on the 20th April 2016: Copies having been previously circulated.

It was resolved: That the minutes of the Meeting held 20th April 2016 be approved as a correct record.

25. Planning & Highway Matters:

Number		Comments
16/0295/FUL	Full: Installation of replacement shop front, 106 Gisburn Road Barrowford Nelson	No Objection:
16/0322/VAR	Full: Variation of Condition: Vary Conditions 3, 4, 8 and 9 of Planning Permission 13/15/0390P to allow discharge of Conditions 28 Barnoldswick Road Barrowford Nelson Lancashire BB9 6BH	No Objection , but concerns have been raised by the resident at 15 Grange Avenue regarding problems with surface water runoff affecting his property.
16/0336/LBC	Listed Building Consent: Alterations to existing dwelling. (Retrospective) Including retaining wall, new openings, new window frames to cellar, stair balustrade and plaster to interior walls. Pasture House Farm Pasture	No Objection in principle: To the additional planning permission but would like to see effective monitoring of any re-instatement issues to ensure that the work is carried out to a standard that befits this Grade II listed, historically important, prominent local

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	Lane Barrowford	landmark building.
16/0332/FUL	Full: Erection of an agricultural storage building (10m x 27.1m, height 4.9m). Land Adjacent Pasture Barn East Pasture Lane Barrowford	No Objection: But would like to see conditions applied to prevent future redevelopment as a dwelling as it is in green belt and falls outside the Barrowford Settlement Boundary.

26. Financial Matters: The relevant paperwork having been previously circulated.

It was Resolved:

- a. That the adjustments for the year end bank reconciliation 2015-16 be adopted and the highlighted debits be approved for payment
- b. To note the Reconciled Year End Outturn to 31st March 2016
- c. To note the Outturn for April 2016
- d. To approve payments of £9,878.19 for May 2016

Payments May 2016

To Whom Paid	Total
Trade UK	120.00
Balmers GM	381.64
Burnley Alarms LTD	72.00
Pendle Blinds Ltd	108.00
Mr A Hargreaves	1404.00
A! Skip Hire	276.00
Citrus	20.39
Lanlee Fencing Supplies	238.10
Trade Uk	131.32
Jewson	245.20
J B Barnes	190.74
United Utilities	29.96
B M Electrical	378.00
LED Electrical	3.11
J & M Hardware	40.78
The Old Baths Trading Company	18.00
PEAC	151.20
Daisy Communications	95.81
Dewhurst Decorating	197.39
LPFA	17.00
Petty Cash	76.16
HM Revenue & Customs	956.39
Wages & Salaries	4594.96
D. Lewin	67.10
I. Lord	64.94
Total	9878.19

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- 27. Neighbourhood Plan Update:** Cllr. Turner reported that a successful meeting with business people had been held to discuss the Neighbourhood Plan, a second meeting has been arranged to meet representatives of prominent stakeholder groups to discuss the plan before completing the first draft ready for the thoughts from members of the public.
- 28. Barrowford Cricket Club Update:** The Clerk gave a brief report highlighting that monies had been received sufficient to cover the council's expenditure at the cricket club.
- 29. Defibrillators:** Cllr. Jackson reported that he had received some approximate costings and was asked if he could put them in an email to the Clerk so that they could be distributed to Councillors and at the Stakeholder meeting with the item being added to a future agenda for further discussion.
- 30. Reports from Working Groups:** The Chairman reported that the next newsletter was being drafted.
- 31. Report of the Clerk:** The Clerk reported that he would be away from the 22nd to the 31st May.
- 32. Report on the Barrowford & Western Parishes Area Committee:** Cllr. Oliver reported that the application at 317 Gisburn Road had been approved and that Pendle owned garage sites within Barrowford were discussed and that the Area Committee reported that it was willing to allow the transfer of the Rushton Street Garage Site to the Parish Council if the Parish Council requested them.
- 33. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** None
- 34. Date, time & place of the next meeting:** *The next meeting of the Council will be held on Wednesday the 15th June 2016 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*