

### Agenda Item 3

**Minutes of the Council Meeting of Barrowford Parish Council  
Held at Holmefield House Gisburn Road Barrowford  
On Wednesday, 20<sup>th</sup> September 2017**

**Present**

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

A. Vickerman	R O Windley	A. Stringer	S. Nike	J. Gibson
K. Turner	M. Waddington	T. Titchiner		

**93. Declaration of Interest:** None

**94. Apologies:** None

**95. Minutes of the Council Meeting held on the 16<sup>th</sup> August 2017:** Copies having been circulated.

**It was resolved:** That the minutes of the Meeting held 16<sup>th</sup> August 2017 be approved as a correct record.

**96. Planning & Highway Matters:**

Number		Comments
17/0509/LHE	Permitted development notification (proposed larger home extension). Erection of single storey extension to rear (5m length, 3.25m overall height and 2m eaves height) 12 Wheatley Lane Road Barrowford Nelson Lancashire BB9 6QT	<b>Concerns:</b> The Parish Council has no objection to the size and scale of the proposed extension but as this property is situated within the Greenbelt do the Permitted Development Rights apply automatically or does the application need a Full Planning Application? The Parish Council is mindful of not being seen supporting applications which could be cited as Precedents within the Greenbelt which could ultimately reduce the protection or diminish the status of the Greenbelt.

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

**It was Resolved:**

- a. To Approve the additional expenditure incurred through the adoption of the HR Working Group recommendations discussed and approved at the September GP Meeting.
- b. To Approve Virements Highlighted on the Outturn for August
- c. To note the Outturn for August 2017
- d. To approve payments of £12395.63 for September 2017

### Agenda Item 3

#### Payments September 2017

To Whom Paid	Total
SDL Trophies	368.12
Cardiac Science	1794.00
SGW	300.00
Wages & Salaries	5793.40
D. Lewin	20.35
I. Lord	70.14
HM Revenue & Customs	1482.34
Nest	79.21
Peninsula	108.00
Petty Cash	171.29
M W Catering	120.00
Water Plus	46.21
PEAC	151.20
CPRE	36.00
British Gas	24.49
British Gas	53.00
Jewson	66.46
JB Barnes	1.47
S B Riley	130.01
Multicare	220.80
BDO LLP	720.00
British Gas	45.90
Pennine Fire & Safety Ltd	51.62
Mr. A. Hargreaves	208.20
Daisy Communications	77.66
Dewhursts Decorating Supplies	29.92
Citrus Office Solutions	12.68
LED Electrical LTD	6.13
B & M Electrical	76.00
Luncheon Club Provisions August	131.03
<b>Total</b>	<b>12395.63</b>

**98. Conclusion of Audit 2016-17:** To note the Auditors report and recommendations of the Auditor.

**It was Resolved:** To note the completion of audit no recommendations having been raised.

**99. Neighbourhood Plan Update:** Cllr. Oliver reported on the previous night's Working Group meeting at which most of the alterations/amendments were completed. It is hoped to have the completed Regulation 14 Plan ready for Public Consultation by early October. To facilitate this, the Plan will need to be discussed by the Council, with the suggestion that final approval be delegated to the next GP Committee.

**It Was Resolved:** That the matter be delegated to the GP Committee for decision at their October Meeting.

### Agenda Item 3

**100. Car Park at Holmefield House:** The Clerk reported that the Councils Consultant had discharged most of the conditions on the planning approval and was waiting for approval from LCC on the condition relating to the entrances, before including any works in the tender packs.

**101. Holmefield House AED:** The Clerk reported that the AED had been installed and that a familiarisation session had been organised for the 13<sup>th</sup> October 2017 and that advertising notices would be displayed.

**102. Reports from Working Groups:** Cllr. Oliver reported that a newsletter needed to be produced and asked for volunteers to help with its production.

**103. Report of the Clerk:**

1) **Remembrance Sunday:** The invitation letters have been sent out today and arrangements are being made for the parade and service at the Memorial. This year's service will see a change of Vicars as both St Thomas and Higherford Methodists will have new Vicars.

2) **Induction of the Rev. Julie Lesley Smith:** The new Vicar at St. Thomas Church is to be inducted on Thursday 26<sup>th</sup> October 2017. The Chairman has been invited to attend.

3) **Winter Plants:** The plants are in the process of being ordered with an expected changeover in mid-October as the begonias are still in full bloom.

4) **Christmas Decorations:** The lighting to be installed by LITE has been ordered all costs are the same as last year. Trees will be ordered this week and after the lighting sets have been tested any necessary replacements will be ordered.

5) **Barrowford Cricket Club:** The cable has been installed and the final electric works will be carried out over the next few weeks.

6) **Container at Holmefield House:** The container was delivered this afternoon and is in position. It will be painted in the next few days

7) **Cruck Barn Carol Service:** The Clerk is unsure what is happening this year due to the change of Vicars and proposed change of use of the Cruck Barn and will report back to the next meeting.

**104. Report on the Barrowford & Western Parishes Area Committee:** Cllr. Oliver gave a brief verbal report on the September meeting.

**105. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:**

1) Cllr. Windley gave a brief report regarding Pendle Heritage Trust Ltd.

2) Cllr. Turner gave a brief update on Pendle Borough Council.

### **Agenda Item 3**

- 106. Date, time & place of the next meeting: *The next meeting of the Council will be held at Holmefield House Gisburn Road Barrowford starting at 7pm on Wednesday the 18<sup>th</sup> October 2017***