

### Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council  
Held at Holmefield House Gisburn Road Barrowford  
On Wednesday, 19<sup>th</sup> October 2016**

**Present**

Cllr. R. Oliver – Chairman in the Chair

Parish Councillors

B. Norcross	R O Windley	M. Waddington	S. Nike	T. Titchiner
A. Vickerman	A. Stringer	K. Turner	G. Gibson	P. Thompson

**Public Question Time:** Mrs Sarah Williams handed a letter to the Chairman which he read to the meeting which will be added to a future agenda for discussion.

**104. Declaration of Interest:** None

**105. Apologies:** None

**106. Minutes of the Meeting of the Council Held on the 21st September 2016:**

Copies having been previously circulated.

**It was resolved:** That the minutes of the Meeting held 21<sup>st</sup> September 2016 be approved as a correct record.

**107. Minutes of the General Purpose Committee:** copies having been circulated.

**It was resolved:** That the Minutes of General Purposes Committee held on the 7<sup>th</sup> September 2016 be noted

**108. Planning, Appeals & Highway Matters:**

Number		Comments
16/0622/FUL	Change of use from retail (use class A1) to retail and tattoo studio (by appointment only) (Sui Generis) 99 Gisburn Road Barrowford Nelson	<b>Objection:</b> The Council feels that given the number of vacant retail premises outside the Primary Shopping Frontage that the proposed change of use would constitute an inappropriate form of development in that the proposal would result in the proportion of non-shopping uses along the designated Primary Shopping Frontage exceeding 25%. The Development would therefore undermine the retail function of the frontage to the detriment of the vitality and viability of Barrowford Town Centre which is contrary to Policy 25 of the Replacement Pendle Local Plan

### Agenda Item 3

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

**It was Resolved:**

- a. No Virements for September.
- b. To note the Outturn for September 2016
- c. To approve payments of £11844.65 for October 2016

**Payments October 2016**

<b>To Whom Paid</b>	<b>Total</b>
Wages & Salaries	4421.81
HM Revenue & Customs	944.67
Petty Cash	121.87
Balmers GM	299.86
Springwood Nursery	1410.30
Lite	2280.00
LSD	18.96
LED	14.28
Peninsula	108.00
Peninsula	108.00
Peac UK	151.20
J. B. Barnes Ltd	32.27
British Gas	38.23
United Utilities	128.13
BDO LLP	480.00
George Noblett	634.20
Copifax	43.22
Option Hygiene	10.20
Lanlee Supplies LTD	132.38
Da1sy Communications	77.71
Dewhursts Decorating Supplies	44.99
J & M Hardware LTD	12.24
East Lancashire Medical Services	100.00
D Lewin	74.80
I. Lord	54.54
Luncheon Club	102.79
<b>Total</b>	<b>11844.65</b>

**110. Conclusion of Audit 2015-16:** To note the Auditors report.

**It was Resolved:** To note the Report of the Auditor

**111. Bus Shelter at Dickie Nook:** The Clerk reported that the grant application to the Barrowford and Western Parishes Area Committee was successful and that the installation work had been ordered.

**112. Waste Storage to the side of 117 Gisburn Road:** The Clerk reported that Mr. Mousdale had responded confirming Pendle Borough Council would have no objections to the change of use but that it might need planning permission. The Clerk will check whether permission is needed.

### Agenda Item 3

**113. Neighbourhood Plan Update:** Cllr. Turner reported that the Steering Group were addressing the responses to the informal consultation prior to the drafting of the plan up to Formal Consultation stage and he would arrange the next meeting of the Steering Group.

**114. Reports from Working Groups: None**

**115. Report of the Clerk:**

**1) Higherford Residents Action Group:** Back in August the Parish Council received an email containing a list of requests most of which have been dealt with the outstanding one, regarded the continuation of planters along the river wall from Syke House towards Higherford Mill. The Clerk informed HRAG that they would probably need a licence from Lancashire CC to install planters to the river wall.

At the beginning of October the Clerk received an email from HRAG and after contacting the appropriate officer at LCC Mr. Adams said that after HRAG's approach he had consulted their Legal Team and that a licence would only be given to a Local Authority/Parish Council and that the planters would be the responsibility of the licence holder. He also intimated that he had not given consent yet and that he would probably have the wall inspected prior to his decision. As this request could have long term resource implications Council approval to apply for a licence on behalf of HRAG will need to be an agenda item when all the facts and figures have been ascertained. The Clerk will add the item to a future agenda when all the relevant information has been received.

**It was Resolved:** That this be added to a future Agenda for discussion.

**2) Up and Active East Lancashire:** The Clerk has spoken to the group and explained that we do not have an official switch on but their idea is to have a "Santa Walk" but on bicycles. The event would start at the college with the cyclists dressed as Santa proceeding along Gisburn Road to the Heritage Centre returning through the park to the Stephen Burke Cycle Hub. The event would last around an hour and the group are keen to liaise with shops within the village to promote both Barrowford and the event which could become an annual event.

**It was Resolved:** That the Parish Council had no objection and would support such an event.

**3) Cruck Barn Carol Service:** This years' service will be held on Tuesday 6<sup>th</sup> December.

**4) December Meetings:** The Clerk informed the Council that the December Full Council would fall on the 21<sup>st</sup> and may have a full Agenda.

**It was Resolved:** To switch the dates for the GP and Full Council meetings in December. The Full Council meeting will be held on the 7<sup>th</sup> December and the GP Meeting on the 21<sup>st</sup>.

### **Agenda Item 3**

- 116. Report on the Barrowford & Western Parishes Area Committee:** Cllr. Oliver reported that three out of the four planning applications were refused.
- 117. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Cllr. Turner reported that transfer of services and next year's budget were **the two** big concerns at present.
- 118. Date, time & place of the next meeting:** *The next meeting of the Council will be held on Wednesday the 16<sup>th</sup> November 2016 starting at 7pm and held at Holmefield House Gisburn Road Barrowford.*