

Agenda Item 3

**Minutes of the Annual Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 17th May 2023**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Cllr. T. Titchiner	Cllr. C. Ashton	Cllr. Manzar	Cllr. P. Thompson,
Cllr. J. Gibson	Cllr. L. Ashworth	Cllr. M. Waddington	Cllr. S. Nike
Cllr. J. Knott			
PBC Cllr. M. Stone	PBC Cllr. N. Ahmed	LCC Cllr. H. Hartley	PCSO A Fielding
Mrs. D. Ridehalgh			

Mrs Ridehalgh handed out letters to Councillors and left the meeting.

15. Election of Chairman for the year 2023-24: Cllr. Nike took the Chair for this item, Cllr. Stringer was proposed and seconded and elected unopposed.

16. The Chairman's Declaration and Acceptance of Office: Cllr. Stringer signed the Acceptance of Office and took the Chair.

17. PCSO A Fielding requested to address the meeting: The Chairman allowed PCSO Fielding to give a verbal report on last months crime figures and after answering questions from Councillors left the meeting.

18. Declaration of Interest: None

19. Apologies: Cllr. A Vickerman, R. Oliver and Borough Councillor D. Galliar

20. Election of Vice-Chairman: Cllr. Oliver was proposed and seconded and elected unopposed.

**21. To reaffirm the formation of the General Purposes Committee, the Administration Review Working Group, Human Resources Working Group, Best Kept Garden Working Group and to appoint members to the latter three:
It was Resolved:**

- 1) Reaffirm the General Purposes Committee.
- 2) Reaffirm the Administration Working Group and appoint Cllrs. A. Stringer, M. Iqbal, A. Vickerman, M. Waddington, P. Thompson and the Clerk to that group.
- 3) Reaffirm the Human Resources Working Group and appoint Cllrs. R. Oliver, J. Gibson, A. Vickerman, M. Waddington and the Clerk to that group.
- 4) To consider the future of the Best Kept Garden Working Group at the next Council Meeting

22. Appointments to Other Bodies:

It was Resolved: to appoint the following Cllrs to the following bodies.

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- 1) Barrowford & Western Parishes Area Committee, Cllr. R. Oliver with Cllr, A. Vickerman as reserve.
- 2) LALC Pendle Branch Cllrs. R Oliver, S. Nike and the Clerk
- 3) Tree Warden/ Pendle Countryside Access Forum Cllrs. J. Gibson, S. Nike
- 4) Friends of Holmefield House, Cllrs. A. Stringer, R. Oliver, J. Gibson, A. Vickerman, L. Ashworth

23. Council & Committee Meeting Dates for 2023-24:

It was Resolved to adopt the meeting dates highlighted in the report.

24. Subscriptions for 2023-24:

It was Resolved: To continue membership and pay subscription to the organisations highlighted in the report.

25. Minutes of Meeting of the Council Held on the 20th April 2022: Copies

having been previously circulated.

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

26. Planning Applications, Tree Orders and Highway Matters:

Number	Detail	Comments
23/0300/HHO	Full: Single side & rear extension and rear dormer with front dormer extension. 38 Lower Parrock Road Barrowford Nelson 38 Lower Parrock Road Barrowford Nelson Lancashire	<p>No Objection in Principle if the Parish Councils concerns are addressed: The new submitted plans will help with the impact on the streetscape through size and massing. The reduction of the proposed extension area to first floor and the hipped roof to the ground floor will break up the visual appearance reducing the visual impact on the streetscape. Barrowford Parish Council are still concerned with the numerous larger extensions approved within this area and feels the Planning Authority needs to be mindful of the cumulative effect of the reduction of soft landscaping and increased roof size within the immediate area leading to a reduction in the water holding capacity of the site. Any speeding up of surface water run off downhill towards Park Avenue and Victoria Park will exacerbate flash flooding along Park Avenue during periods of heavy prolonged rain. Mitigation for the effects of climate change and carbon reduction should not only be restricted to new builds but where possible retro fitted into larger extension applications. The Council would like to see:</p> <ol style="list-style-type: none"> 1. Surface water from any increased roof area is discharged into a drain and not allowed to be dispelled as surface water runoff. 2. That any additional hardstanding for cars or patio areas are porous in nature to allow water retention reducing surface runoff rates in wet conditions. 3. That an electric car charging point is conditioned to be installation to future proof the property. <p>That where applicable the highest spec of insulation and energy saving methods are used. With consideration to</p>

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		renewable energy such as air source heat pumps and solar panels being the preferred option.
23/0244/TPO	Works to trees subject to T.P.O. No. 2 2003. 1 The Orchard Barrowford Nelson Lancashire BB9 6BN	For Information Only
23/0277/TPO	Trees 1, 2,3,4,5,6,7 & 8 - Mature Ash trees with varying stages of Ash dieback disease - limited life expectancy and posing risk to frequent users of lanes and fields (land used for equine livery). Proposed felling of all 8 trees which will then allow areas to be re-fenced and allow adjacent under story woodland planting to thrive. Land owner is willing to replant 8 native trees if required Higher Park Hill Farm Colne Road Barrowford Nelson Lancashire BB9 6JQ	For Information Only
23/0302/TPO	Works to a Tree with a TPO.8 The Orchard Barrowford Lancashire.	For Information Only

27. Financial Matters: Documents having previously been circulated.

It was Resolved:

- 1) Virements for April 2023 None
- 2) Outturn for to the 30th April 2023 be noted
- 3) Allotment Rent Collection 2023-24 to be noted
- 4) Bank Reconciliation for April 2023 to be noted
- 5) To approve payments of £10,214.22 for May 2022

28. Higherford Residents Action Group AGM: Update from Cllr. Stringer and Cllr. Ashton who attended the meeting.

29. Report of the Clerk: The Clerk circulated a report at the meeting;

- 1) **Coronation Celebrations:** The Coronation event at the Luncheon Club was enjoyed and much appreciated by all that attended. The flags along Gisburn Road added some colour to the village and there have been several positive comments.
- 2) **Summer Planting:** The plants have been ordered and will be ready for collection on Friday 26th May. The cost of this year's plants and compost is £1608.34 + vat.
- 3) **Barrowford Memorial Park:** Judging for the Green Flag awards took place last Thursday. Cllr Nike will give an update.
- 4) **BWPAC:** Grant applications need to be submitted by the 15th June 2023 with the applications being considered at their July meeting. The Clerk has spoken to Jason Kelly at Pendle regarding the next phase of the river wall repairs and he hopes to have some costings in time to submit a bid to the BWPAC.
- 5) **Internal Audit:** The documents requested have been forwarded to the Internal Auditor. The Clerk will add the accounts and auditors report to the June agenda.
- 6) **Barrowford in Bloom:** The Group will be holding their annual plant sale at Holmefield House on Saturday 27th May opening at 10am until 12 noon.

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- 7) **Pendle Power Fest:** This year's Power Fest will be held at Nelson & Colne College on the 28th May 2023 the car park and field at Holmefield House will again be used as an overspill carpark to minimise disruption to local residents
30. **Report on the Barrowford and Western Parishes Area Committee Meeting:** A verbal report was given by Cllr. Stringer.
31. **To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** None
32. **Date, time & place of next meeting:** *7pm 21st June 2023 at Holmefield House Gisburn Road Barrowford.*