

Barrowford Parish Council

Holmefield House, Gisburn Road, Barrowford, Nelson, Lancashire

To all Councillors

Meeting of the Council

You are hereby summoned

to attend the Meeting of the above Council

to be held at Holmefield House at 7pm on Wednesday 18th March 2026

When the following items of business will be discussed, following a Public Question Time which will last up to a maximum of 15 minutes.



Iain A. Lord
Clerk to the Council

AGENDA

1. **Declaration of Interests:** Members are reminded of the legal requirements concerning the declaration of interests.
A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting.
In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.
2. **Apologies for Absence:**
3. **Minutes of the Council Meeting:** That the Minutes of the Council Meeting held on the 18th February 2026 are approved as a correct record.
Enc.
4. **Planning Applications, Highway Matters & Tree Orders:** Any additional applications received after the publication of this Agenda and prior to the meeting will be discussed at the meeting.
26/0122/HHO: Full: Erection of a single storey extension to the front of the dwelling house with roof lantern. 19 Applegarth Barrowford Lancashire.
26/0137/HHO: Full: Erection of a summerhouse. 28 Parrock Road Barrowford Lancashire
5. **Financial Matters:**
Enc. a. Virements for February 2026
Enc. b. Outturn to the 28th February 2026 (to note)
Enc. c. To consider payments for March 2026
6. **Parish & town Council Audit Requirements 2025-26 Audit:**
Enc. a. To appoint Account-ant (Yorkshire) Ltd the Councils Internal Auditor for the 2025-26 Internal Audit.
Enc. b. To approve a fee of up to £900 for the 2025-26 Internal Audit.
Enc. c. The adoption of the Internal Audit Terms of Reference as part of the 2025-26 audit procedure.
Enc. d. The adoption of the Internal Control and Suggested Testing document as part of the

- 2025-26 audit procedure.
- Enc. e.** The adoption of the Effectiveness of Internal Audit document as part of the 2025-26 audit procedure.
- Enc. f.** The adoption of the reviewed Councils Risk Management Policy Statement for 2025-26 as part of the procedures of the Council.
- Enc. g.** The adoption of the Councils Risk Management Register for 2025-26.
- Enc. h.** The adoption of the Councils Asset Register as of 31st March 2026 as part of the 2025-26 audit procedure.
- 7. Write Off of Uncollected Rents for Vacant Plots and Rent Arrears for 2025-26: 5**
- Enc.**
- 8. Allotment Rent Increases 2027-28:** To Consider a rent increase for the year 2027-28.
- Enc.**
- 9. Pride in Place Fund /Three Year Plan: Year 1-2 Plan**
- Enc.**
- 10. 117 Gisburn Road:** Installation of stainless-steel extraction system. Verbal Update
- 11. Report of the Clerk:** Recent items arising for information only.
- 12. Report on the Barrowford and Western Parishes Area Committee Meeting:** Update for information only.
- 13. To receive reports (if any) from County & Borough Councillors and members appointed to other bodies:** Update for information only.
- 14. Date, time & place of next Council meeting: 18th April 2026 Starting at 7pm at Holmefield House Gisburn Road Barrowford**