

Agenda Item 3

**Minutes of the Meeting of Barrowford Parish Council
Held at Holmefield House Gisburn Road Barrowford
On Wednesday, 16th March 2022**

Present

Cllr. A Stringer – Chairman in the Chair

Parish Councillors

Manzar Iqbal
S. Nike

R. Oliver
L Ashworth

P. Thompson
C. Ashton

J. Gibson

On his forthcoming retirement Cllr Stringer presented PC Dibb with a small token of the Council's appreciation for his 12 years' service as the Community Beat Officer for Barrowford.

145. Declaration of Interest: None

146. Apologies: Cllrs. A. Vickerman, T. Titchiner

147. Minutes of Meeting of the Council Held on the 16th February 2022: Copies having been previously circulated.

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

148. Planning Applications, Tree Orders and Highway Matters:

It was Resolved: That the following comments are submitted by the Council.

Number		Comments
22/0039/VAR	Full: Variation of Condition: Removal of Condition 10 (Highway Improvement Works) of Planning Permission 21/0794/FUL. Land Adjacent Number 30 Dixon Street Barrowford	Objection: Submitted 02/03/22 The improvements to the highway contained in Condition 6 will improve both access and street safety to a currently unadopted cul-de-sac which will see additional vehicle use through the building of these three dwellings. The fact that LCC were clear in their response that they would only support this application if these conditions were imposed and the future benefits to the adjacent householders and pedestrians who use this road and as a foot link to Wheatley Lane Road were in part the reason why the Parish Council supported this application. The costs of improving such a short stretch of the highway would not be too onerous an imposition on the developer when gauged against the potential return from this development.
22/0062/HHO	Full: Demolition of existing car port and	No Objections: Barrowford Parish Council has no objections to this extension subject to:

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	erection of a single storey extension to the side. 9 Stone Edge Road Barrowford Nelson	<ol style="list-style-type: none"> 1. Suitable wall and roofing materials that blend with the predominate colours and styles of the estate. 2. Provision of adequate off-road parking consummate with the number of bedrooms. 3. Provision for surface water runoff is addressed.
22/0130/HHO	Full: Demolition of existing single storey extension (Garden room) and erection of a single storey rear extension, convert part of garage to study and insert bay window to front. 4 Meadow Edge Barrowford Nelson	<p>No Objections: Barrowford Parish Council has no objections to this extension subject to:</p> <ol style="list-style-type: none"> 1. Suitable wall and roofing materials that blend with the predominate colours and styles of the estate. 2. Provision for surface water runoff is addressed
21/0904/TPO	Sycamore (T1) - potential TPO? Planted in neighbouring (221 Gisburn Road) garden. Trim back some of overhanging branches. Conifer (T2) - cut down to the ground because too large. Cherry (T3) - trim to shape. This tree has somewhat collapsed. Small Sycamore (T4) - cut down because self-seeded. Conifer (T5) - cut down because too large for garden. Conifer (T6) - cut down because dead and too large for garden. Lilac (T7) - trim to shape because too leggy. Shrubs (T8) - trim to shape. 223-225 Gisburn Road Barrowford Nelson Lancashire BB9 6JD	For Information Only:
21/0982/TPO	Works to a T.P.O. tree. Garage Site South West Of 28 To 54 Hamilton Road Barrowford Lancashire	Permission Refused 10th March 2022 For Information Only:
22/0006/TPO	T1 oak, prune back from property to give a 2m clearance T2 sycamore, remove deadwood from canopy 5 The Orchard Barrowford Nelson Lancashire BB9 6BN	For Information Only:
22/0107/TPO	Works to a T.P.O. tree. 72 Carr Hall Road Barrowford Nelson Lancashire BB9 6QG	For Information Only:

149. Financial Matters: The payment schedule having been previously circulated.

It was Resolved:

- a. Virements for February None
- b. To note Outturn to the 28th February 2022
- c. To approve payments of £9,186.61 for March 2022.
- d. Not increase Allotment & Garage Increases for 2023-24
- e. To write off Allotment & Garage rents of £2,271 in vacancies and £281.50 in uncollected rents for 2021-22. (The uncollected rent may still be collectable)

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Payments March 2022

Norwebb Testing	100.40
Defib Store	264.00
Wages & Salaries	5965.54
Handyman 1	59.40
Handyman 2	15.60
Clerk	66.24
HM Revenue & Customs	1379.60
Nest	305.94
Peninsula	115.17
Petty Cash	192.55
Zen	38.34
Zen	40.64
Waterplus	-193.99
Waterplus	128.54
Waterplus	48.13
British Gas	75.54
British Gas	10.79
British Gas	34.10
LED Electrical Ltd	166.96
J B Barnes Ltd	28.05
Sharp Business Solutions	42.80
Meals on Wheels	64.55
Meals on Wheels	98.85
Meals on Wheels	74.11
Meals on Wheels	64.76
Total	9186.61

150. Parish & town Council Audit Requirements 2021-22 Audit.

It was Resolved:

- a) To appoint *Naomi Goddard of Town & Parish Audit* as the Councils Internal Auditor for the 2021-22 Internal Audit.
- b) To approve a fee of up to £345.00 for the 2021-22 Internal Audit.
- c) The adoption of the Internal Audit Terms of Reference as part of the 2021-22 audit procedure.
- d) The adoption of the Internal Control and Suggested Testing document as part of the 2021-22 audit procedure.
- e) The adoption of the Effectiveness of Internal Audit document as part of the 2021-22 audit procedure.
- f) The adoption of the reviewed Councils Risk Management Policy Statement for 2021-22 as part of the procedures of the Council.
- g) The adoption of the Councils Risk Management Register for 2021-22.
- h) The adoption of the Councils Asset Register as of 31st March 2022 as part of the 2021-22 audit procedure.

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- i) To use the Clerks review of both Standing Orders and Financial Regulation approved on the 17th March 2021 for the 2021-22 Audit and to conduct a more in-depth review by the Finance Working Group during 2022-23.

151. Essential Work at Barrowford Memorial Park: A report having previously circulated.

It was Resolved: To note the report.

152. Railings at the Fleece Toilets: The Barrowford in Bloom & Environmental Group have asked permission to carry out this work at no expense to the Council.

It was Resolved: To allow the work to be carried out in consultation with the Clerk.

153. AED at Lupton Drive/Appleby Drive:

It was Resolved:

1. That as an eligible authority that the Council submits the application. The Council already has a utility account to use power from lighting columns for Festive Decorations.
2. That a discretionary grant of £250.00 towards the installation of the electrical infrastructure needed be awarded.
3. That the Parish Council pays the annual electricity charge for the AED

154. Report of the Clerk: The Clerk reported that the Pasture Lane Application would probably go to the May Policy & Resources Committee at Pendle BC.

155. Report on the Barrowford and Western Parishes Area Committee Meeting:

A verbal report was given by Cllr. Oliver.

156. Date, time & place of the Next Meeting of the Council: *7pm Wednesday 16th March at Holmefield House.*