

**Barley with Wheatley Booth Parish Council (BPC)**

**Minutes of the Meeting of the Council held on Thursday 9<sup>th</sup> April 25 at the Village Chapel**

**Present:** Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr. J. McGregor Cllr. J. Connor  
Cllr. L. Rushworth

**In Attendance:** C A Heap (Clerk & RFO)

**Public:** None

1.	<b>Welcome:</b>	
	<b>Apologies:</b> Cllr. G. Grimshaw & Cllr. J. Hartham	<b>Absent:</b>
2.	<b>Councillors Declaration of Interest: None</b>	
3.	<p><b>To Approve the Minutes of the Council Meetings held on 12<sup>th</sup> March 2025.</b>                  It was <b>RESOLVED</b> that the Minutes of the meeting should be <b>APPROVED</b> and that the Chair sign them as a correct record and append to the PC website.</p>	
4.	<b>Public Participation: None</b>	
5.	<b>Financial Matters:</b> The following payments were approved / ratified for payment:	
	<b>March '25</b>	<b>Expenditure</b>
	17	UU Water Toilets Jan-Feb 266.39
	18	Lengthsman Scheme SPC 2Pay 465.00
	20	Car Park Tree Felling PBC 686.02
	20	Gatekeeper Salary 278.00
	20	Clerk Salary 509.00
	20	RFO Salary 329.00
	28	Clerk Travel Expenses 40.40
	28	Chapel Roof Grant 1300.00
	28	Toilet Kettle & Gate Keys DH 28.21
	28	VE Flag DH 35.05
	31	James Maunder Maintenance Work 210.00
	31	Nisbets SS Toilet Roll Holders DH 124.77
	31	NWR Toilet Water Valves, cisterns etc 740.00
	31	Lengthsman Scheme SPC 3Pay 267.00
	<b>April '25</b>	
	2	Best Kept Village Competition 25.00
	2	Lengthsman Scheme Sabden PC 2200.00
	8	Pendle BC Shrubs Plant Car Park 564.91
	8	Bannister Hall Shrubs Cpark 1157.17
	9	Wilkinson March Toilet Clean 384.10

6. **Planning Applications (PA) for Consideration by Members & Updates: None**

Mark Platt from Far Banks Farm had invited the Chair to visit the property to view the excavation for the 'plant room'. He wanted to demonstrate that the excavation, along with the proposed excavation for a garage (previously refused), would be set deep into the hillside and not that obvious from Cross Lane or Public Footpaths and that from Cross Lane you would only see the gable end.

The Chair acknowledged the point but reiterated the proposed garage was still a sizeable structure in the open countryside. Mr Platt was considering whether to appeal or submit a new planning application for a garage.

**Parish Maintenance & Village Projects – Members to receive Reports & Proposals**

**Update on CCTV Camera Replacement Project –**

Cllr Grimshaw was not present and submitted no report. No update available.

**Update on Toilet Block Improvement Works**

The chairman reported that works to install eight pipe flow isolator valves to prevent flooding and replace three plastic cisterns had been completed. The disabled toilet base had also been secured and two new toilet roll holders fitted by NWR Ltd on 27 March '25.

At the previous meeting the PC had confirmed the works to be included in an improvement package estimated at circa £30K plus contingency.

On 8<sup>th</sup> April Cllr Heap & Goldsbrough had met with Mr Baines who had confirmed the package of work was satisfactory and that no additional works were required to achieve the project completion. Discussions focussed on:

- Preparing contract documents including specification, pricing schedule and T & C's,
- Maintaining a focus on a low maintenance facility for future Councillors,
- Types of doors – high pressure laminate preferred.
- Flooring for the gents' toilets – screed & vinyl preferred.
- Type of urinals (full height or Wall mounted).
- Potential for a sloped rather than flat roof over the shelter area.
- Selection of 4 Contractors to bid for the work.

Mr Baines would research further and prepare a set of contract documents; a further meeting is planned in 4-5 weeks' time.

**Update on Removal of Dead Trees on Car Park – Cllr Heap & Cllr Grimshaw**

Phase 1 tree removal had been completed on 4<sup>th</sup> March by PBC, laurel pruning to be arranged.

**Update on Landscaping of Car Park with Large Bushes - Cllr Heap**

Cllr Heap confirmed that 10 No large bushes including rhododendrons, laurel and philadelphus had been planted on the car park by Pendle BC on 2 April '25. Three hawthorn bushes had also been supplied by Bannister Hall Ltd and planted within the riverside playground hedge

**VE Flag Purchase** - The RFO reported the flag had been purchased and delivered, members agreed to fly it from week beginning 5 May 2025. **Action: Cllr. Connor**

8 **Traffic Issues, Turning Area, Car Park & Planned Events**

**Cross Lane – Parking on Verges above Village Hall – Cllr Heap**

The Chairman had met with LCC Highways Officers to discuss parking restrictions on a short section of Cross Lane just above the Village Hall. The Officers had seen the congestion that is caused by vehicles parking on both sides of the road, including blocking footways, from images submitted by the Chairman.

The Officers considered that double yellow lines would probably be required from the Village Hall up to the first bend and just beyond on the VH side of the road; this was principally because there was a footpath on the opposite side of the road.

The process would take at least 6 months. The Officers were also asked to consider extending the double lines on Barley New Road at the first bend after leaving the village to provide a longer passing place on a bend with limited visibility.

**Barley Lane – Update on LCC Improvement Works – Cllr Heap**

Works were continuing on upgrading the layby with new gullies and granular stone fill. The Chair advised he had been successful in persuading LCC to use a dark grey granular fill rather than the pink/cream colour used in the first phase of the improvement works.

Carriageway edge repairs should follow after the layby is completed. **Action: Cllr Heap**

The Chairman said he will continue to lobby for signage and chevrons. The Chairman reported he had spoken to the County Councillor regarding a macadam surface on the layby, he was invited to discuss the matter again after the LCC elections in May. **Action: Cllr Heap**

**Village Centre – Update on additional Resident Parking signs.**

Following the resolution to purchase three additional resident parking signs at the last meeting, Cllr Heap said that whilst the number and wording of the signs were approved it would seem prudent to include reference to the public parking bays within the resident parking zone otherwise LCC may deem the signs misleading. **Members approved the change in wording. Action: Clerk.**

Turning Area Parking policy, as updated by Cllr. Heap, was now on the website.

Members agreed to add a summary of the Resident Parking arrangements **Action: Cllr Heap**

9 **Reports from the Chairman**

**Car Park Signage**

The main entrance car park sign had blown over in recent strong winds due to the posts being badly corroded. The signs had been erected in temporary locations by Cllr Heap, Goldsbrough and the RFO; the car park sign was tied to a tree. The Chair had contacted LCC and requested a quote for supplying, erecting and fixing signs to new posts. **Action: Cllr Heap.**

**Update on application for formal registration of Barley Village Green by Pendle BC**

The Executive Leadership and the Committee of PBC have now approved that the VG is formally registered. The next step is for PBC Officers to make the application to LCC. **Action: Cllr. Heap**

**Arrangements for Servicing of Toilet Handwash Units by Wallgate.**

We have received a quote of £6.5K for a 3-year Service Plan. That is not what was requested, we asked for a single service visit. **Action: RFO to request alternative quote.**

**Cabin Lease.** The Cabin have accepted the new lease and increased charges for their allocated room in the toilet block and the charges have been paid.

	<p><b>Pat Lowcock</b> was delighted that the Council offered her the opportunity to put a plaque on one of the benches on the VG to commemorate her husband Jeff Lowcock (recently deceased) who served on the PC for 20 years. <b>Action: Cllr. Heap</b></p> <p><b>Grant award to the Chapel.</b> The grant payment has been made.</p> <p><b>BPC Computer</b> – The Chairman reported that much of the PC work had been done on his personal computer for ease of access but this would create problems when he left the Council. Work was being undertaken to untangle the accounts and put all PC data on the PC computer. A new PC google account and e-mail address had been established and Microsoft one-drive cloud storage arranged but this is limited to 5Gb unless extra storage was purchased. It was agreed to retain 5GB cloud storage and store much of the historical data on the computers local hard-drive supported by an annual upload to a memory stick. <b>Action: Cllr Heap</b></p>
10	<p><b>Members to decide the project and value of the grant application to Pendle BC 2025-26.</b> Members <b>RESOLVED</b> to submit a grant application for £2.5k for the toilet upgrade.</p>
11	<p><b>Members to agree the date of the Annual Parish Meeting and a budget for refreshments.</b> It was agreed the meeting would be held on Tuesday 13 May 2025. The budget would be circa £500. Invitations to be arranged for speakers and residents. <b>Action: Clerk</b></p>
12	<p><b>Members to consider a proposal to remove trees affected by Ash dieback or other diseased or dead trees around the car park, village hall, village green and playground.</b> It was <b>RESOLVED</b> to remove dead trees; it was agreed to allocate a budget of £1k. <b>Action: Cllr Heap</b></p>
13	<p><b>Members to review the Councillor Actions List May'24 to Current.</b> Action list was updated and members agreed to continue with all outstanding items. The list of actions for the year was extensive and Cllr. McGregor suggested showing it at the Annual Parish Meeting to highlight the amount of work carried out by the Council – Members Agreed. <b>Action: Cllr Heap.</b></p>
14	<p><b>Members to consider a proposal to plant additional shrubs on the car park and the embankment above the village green.</b> It was agreed to carry out additional planting, members set a budget of £1.5K. <b>Action: Cllr. Heap</b></p>
15	<p><b>Clerk &amp; Financial Officers Report</b> The current bank balance was £99,697.48 and after setting aside commitments, and reserves, the monies available for the Council to spend is £19k.</p>
16	<p><b>Best Kept Village Competition Update</b> The Chair confirmed that the application had been submitted. A meeting was being arranged for Cllrs. Connor, Goldsbrough and Heap to set up a plan of works and determine allocation of responsibilities. Members to be invited to attend. <b>Action: Cllr. Heap</b></p>
17	<p><b>Reports from Councillors &amp; Borough Councillor:</b> Cllr Connor suggested a 20mph speed restriction should be sought through the village given that Chatburn had a 20mph zone. Cllr Connor to find out more from Chatburn PC. Cllr. Rushworth said the new signage for Boothman Wood was out of character for AONB. Cllr Connor suggested the bottom lateral timber members in the footbridge opposite the Pendle Inn should be lower. The chairman replied that LCC had designed the bridge and Cllr Connor raises his concerns with LCC. <b>Action: Cllr. Connor.</b></p>
19	<p><b>Date of the next meeting: Wednesday 14<sup>th</sup> May 2025 (agenda items by 8th May)</b></p>