

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 11th June'25 at the Village Hall

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

In Attendance: C A Heap (Clerk & RFO) **Public:** None

1.	Apologies: Cllr. G. Grimshaw	Absent: J. Connor																																																			
2.	Councillors Declaration of Interest: None																																																				
3.	<p>To Approve the Minutes of the Council Meetings held on 14th May 2025. It was RESOLVED that the Minutes of the meeting should be APPROVED and that the Chair sign them as a correct record.</p>																																																				
4.	Public Participation: None																																																				
5.	<p>Financial Matters: The following payments were approved / ratified for payment:</p> <table border="1"> <thead> <tr> <th>May'25</th> <th>Expenditure</th> <th></th> </tr> </thead> <tbody> <tr> <td>17</td> <td>APM Cabin Supply Food</td> <td>280.00</td> </tr> <tr> <td>17</td> <td>PwE Commission April</td> <td>787.91</td> </tr> <tr> <td>17</td> <td>Receipt Pad & 2 Storeroom keys</td> <td>15.50</td> </tr> <tr> <td>19</td> <td>UU Water Toilets May</td> <td>413.25</td> </tr> <tr> <td>28</td> <td>Lloyd Jones Toilet Supply</td> <td>181.50</td> </tr> <tr> <td>28</td> <td>Brian Pinder BKV Bench Staining</td> <td>140.00</td> </tr> <tr> <td>28</td> <td>G. Pegg Turn Area Planting</td> <td>251.00</td> </tr> <tr> <td>28</td> <td>PBC Ings End Dog Waste Bin</td> <td>198.82</td> </tr> <tr> <td colspan="3">June'25</td> </tr> <tr> <td>3</td> <td>Wilkinson April Toilet Clean</td> <td>372.00</td> </tr> <tr> <td>3</td> <td>Broxap JL Bench Plaque</td> <td>151.20</td> </tr> <tr> <td>9</td> <td>Internal Auditor Payment</td> <td>138.49</td> </tr> <tr> <td>9</td> <td>BKV Plants</td> <td>34.50</td> </tr> <tr> <td>9</td> <td>G. Pegg BKV Prune & Weedkill</td> <td>75.00</td> </tr> <tr> <td>9</td> <td>LCC Supply & Erect Car Park & RP Signs</td> <td>1074.00</td> </tr> <tr> <td>9</td> <td>Dewhurst Paints BKV Green Metal</td> <td>67.96</td> </tr> </tbody> </table>		May'25	Expenditure		17	APM Cabin Supply Food	280.00	17	PwE Commission April	787.91	17	Receipt Pad & 2 Storeroom keys	15.50	19	UU Water Toilets May	413.25	28	Lloyd Jones Toilet Supply	181.50	28	Brian Pinder BKV Bench Staining	140.00	28	G. Pegg Turn Area Planting	251.00	28	PBC Ings End Dog Waste Bin	198.82	June'25			3	Wilkinson April Toilet Clean	372.00	3	Broxap JL Bench Plaque	151.20	9	Internal Auditor Payment	138.49	9	BKV Plants	34.50	9	G. Pegg BKV Prune & Weedkill	75.00	9	LCC Supply & Erect Car Park & RP Signs	1074.00	9	Dewhurst Paints BKV Green Metal	67.96
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6.	<p>Planning Applications for Consideration by Members & Any Updates Updates: Pendle House Farm - agricultural building to form 3 no. holiday cottages. Over 3No objections had been submitted so the application will be considered by Borough Councillors at the BwP committee meeting where the Chairman will speak on the application.</p>																																																				
7.	<p>Parish Maintenance & Village Projects – Members to receive Reports & Proposals</p> <ul style="list-style-type: none"> • Update on CCTV Camera Replacement project. - Cllr Grimshaw Cllr. Grimshaw not in attendance and no update provided. 																																																				

Confirmed Minutes

Derek Heap

Date: 6 August'25

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	<ul style="list-style-type: none"> • Update on Toilet Block Improvement Works – Cllr Heap & Goldsbrough Rob Baines continues to develop the Specification, the bill of quantities, the drawings and contract conditions with Cllr. Heap & Cllr. Goldsbrough. • Update on Erecting Car Park Signs and additional Resident Parking signs – Cllr Heap On 3rd June LCC erected the three car park entrance signs, which had been blown over, on new posts. Three additional signs informing of resident parking had also been erected. • Proposal to treat timber fence at lower section of car park – Cllr. Heap Members RESOLVED to treat the fence to extend its life. Action: Cllr. Heap • Village Green improvement works were expected to start in July. Action: Cllr. Heap • Update on Project to remove ponding on corner of Turning Area – Cllr Heap Members agreed to scale down the project and remove the ponding at the corner of the Turning Area. This would involve excavating the old tarmac, which was trapping the water, and relaying new macadam shaped to allow water to flow to the gully next to the playground wall. The project risk is not knowing what is under the old tarmac. Action: Cllr Heap. • Update on new double size waste bins at the foot of Pendle Hill. Cllr Heap confirmed that, after negotiations, PBC had agreed to install a new large bin at the lay-by and one at the foot of Pendle Hill steps. The bins had been ordered and once in place BPC would pay half of the supply and install costs. Action: Cllr Heap. • Proposal to erect a sign at Cross Lane Lay-By regarding using waste bins – Cllr Heap Members RESOLVED to erect a sign at the Barley Lane lay-by encouraging visitors to observe the country code by using the waste bins or taking litter home. Action: Cllr. Heap.
8.	<p>Traffic Issues, Turning Area, Car Park & Planned Events</p> <p>Cross Lane - Parking on Verges above Village Hall – Proposed Parking Restrictions No update.</p> <p>Update on LCC improvement works on Barley Lane including Lay-by The lay-by has been completed, and carriageway edge repairs had been carried out. Cllr. Heap thought these were not sufficient and it was agreed to write to LCC requesting more edge repairs where the verge “drop-off” was more than 100mm. Action: Cllr. Heap</p>
9.	<p>Reports from Chairman</p> <p>Grant Application – BwP Committee had approved the £2.5k for the toilet block upgrade.</p> <p>Village Green Registration – No Update</p> <p>Members RESOLVED to pay for cloud storage at £2/month if required. The Chairman reported the plaque for Ex Councillor J Lowcock was fitted to a bench on 11 June</p> <p>Members agreed to pay the Clerk to tidy the playground once or twice per week as required.</p> <p>Events – Pendle Pub Walk on Saturday 14 June Members agreed to the organisers putting 5 No port-a-loos on the Turning Area and on the Car Park providing they were removed the following day. Action: Clerk.</p>

	<p>The chair reported receiving a letter from the residents of 1-5, Riverside Fold, Whitehough, reporting that many vehicles mistakenly drive down the bridleway outside their homes. Drivers are either looking for the Outdoor Centre (and ignored the sign) or are following their Sat Nav because they believe they can drive to Narrowgates or Barley using the route. Bridleways are a highway over which the public has the right of way on foot, horseback, and pedal cycles. The use of motor vehicles is restricted to those with a private right of access. The route is shown on Google maps as a through route which attracts delivery drivers. Residents have asked Google maps on several occasions to change this but to no avail. The problem is when drivers get to the gate there is nowhere to turn around and damage has been done reversing. Residents have requested the Council provide and erect a sign.</p> <p>Members discussed this matter and, whilst sympathetic, they did not want to get directly involved in access issues because they have limited powers to do so, uncertainties around ownership of land and did not want to set any precedent which leads to others requesting signs relevant to their access routes. Members did think they could make a favourable response to a request for grant funding towards the cost of supply and installation. Action: Clerk to inform.</p>
10	<p>Allocation of Roles & Responsibilities of Individual Councillors 2025-26</p> <p>The chairman opened by saying most members will all be familiar with the practice of sharing responsibilities between Councillors to share the workload; the Council has been doing this since 2021. Minor amendments to the 2023 schedule of roles / responsibilities had been made to reflect that Lee Hunt has left and James McGregor has joined the Council.</p> <p>The Chairman confirmed he had spoken to all Councillors about their individual roles and responsibilities allocated to them (as set out in the schedule issued before the meeting) and they had all responded affirmatively. All Councillors in attendance confirmed they were satisfied with the responsibilities allocated to them as lead or second person.</p> <p>The Chairman said that over the coming weeks he would aim to share information with individual Councillors that they will need to carry out the necessary functions associated with their responsibilities. Action: Chairman</p>
11	<p>Members are asked to consider and agree an updated Social Media policy – Cllr Harthan</p> <p>Members discussed a draft Social Media policy drafted By Cllr Harthan. Some of the queries raised by Cllr Harthan were resolved but others required further research. Outstanding queries to be considered with the aim of adopting the policy at the next meeting. Action: Cllr. Harthan</p>
12	<p>Members are asked to consider and agree removal of redundant signs – Cllr Harthan</p> <p>Cllr Harthan reported that only the recycling sign should be removed and that there were two picnic signs and maybe only one was required. She added that some signs need cleaning.</p> <p>Members to consider a request from A. Hargreaves for an extra Resident Parking Sign. Members RESOLVED to provide an extra sign 420x300mm sited opposite Becksde on an old lighting column within the Hargreaves field. Action: Clerk.</p>
13	<p>Members to Consider a response to PBC “Dog Control Public Spaces Protection Order”.</p> <p>Members confirmed that they wish to be included within the current DCPSPO which bans dogs and smoking in the playground and has general provisions requiring dog owners to remove dog fouling from public spaces which would include the village green and car park. Action: Clerk.</p>

14	<p>Clerk & Financial Officers Report</p> <p>The current bank balance was £103,289.03 and after setting aside commitments, and reserves, the monies available for the Council to spend is £22k.</p> <p>Members RESOLVED to maintain the general reserves of the Council as £16.000.</p> <p>The Clerk reported the following Councillor attendance records for 2024/25:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Name</th> <th style="width: 20%;">Attendance</th> <th style="width: 20%;">Name</th> <th style="width: 20%;">Attendance</th> <th style="width: 20%;">Notes</th> </tr> </thead> <tbody> <tr> <td>D. Heap</td> <td>12 of 12 meets</td> <td>D, Goldsbrough</td> <td>12 of 12 meets</td> <td></td> </tr> <tr> <td>J. Connor</td> <td>7 of 12 meets</td> <td>J. Harthan</td> <td>5 of 12 meets</td> <td>5 Maternity</td> </tr> <tr> <td>L. Rushworth</td> <td>11 of 12 meets</td> <td>G. Grimshaw</td> <td>9 of 12 meets</td> <td></td> </tr> <tr> <td>Clerk / RFO</td> <td>12 of 12 meets</td> <td>J. McGregor</td> <td>3 of 4 meets</td> <td>Joined BPC Dec'24</td> </tr> </tbody> </table> <p>Members RESOLVED that for the period of the summer recess, to delegate authority to the Chair, Deputy Chair and RFO to spend up to £5k on any urgent or necessary matter providing all three agree that the spend is justified and should be dealt with promptly.</p>	Name	Attendance	Name	Attendance	Notes	D. Heap	12 of 12 meets	D, Goldsbrough	12 of 12 meets		J. Connor	7 of 12 meets	J. Harthan	5 of 12 meets	5 Maternity	L. Rushworth	11 of 12 meets	G. Grimshaw	9 of 12 meets		Clerk / RFO	12 of 12 meets	J. McGregor	3 of 4 meets	Joined BPC Dec'24
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15	<p>Best Kept Village Competition Update</p> <p>Cllr. Goldsbrough reported that the village looked tidy, but work was required to clean signs and cut hedges around the chapel.</p> <p>Cllr Heap said the Facebook request for volunteers to assist in tidying the village had not attracted any volunteers which was disappointing but maybe this is not the best way to mobilise villagers. Overall, the tidy up had been done by a relatively small handful of people.</p> <p>Himalayan Balsam – Cllr Heap reported outbreaks of balsam around the car park area and in Ogden valley stressing it was important to stop it spreading before it gets out of hand. Cllr Rushworth said she would be pulling out balsam in the coming weeks and Cllr Heap would be requesting volunteers to assist.</p>																									
16	<p>Reports from Councillors & Borough Councillor Reports</p> <p>Cllr Harthan requested that PC meetings start at 7pm to assist her childcare. To discuss at next meeting.</p>																									
17	<p>Date of the next meeting: Wednesday 6th August 2025 (agenda items by 31st July'25)</p>																									