

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 8th October'25 at the Village Hall

Present: Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr G. Grimshaw
Cllr. L. Rushworth Cllr. McGregor

In Attendance: C A Heap (Clerk & RFO)

Public: Phillip Hartley (Planning Only)

1. **Apologies:** Cllr. J. Connor & J. Harthan **Absent:**
2. **Councillors Declaration of Interest: None**
3. **To Approve the Minutes of the Council Meetings held on 11th & 16th September 2025.**
It was **RESOLVED** that the Minutes of the meeting should be **APPROVED** and that the Chair sign them as a correct record.

4. **Public Participation:** Mr Phillip Hartley (Stayed for Meadow View PA only)

5. **Financial Matters:** The following payments were approved / ratified for payment:

September'25	Expenditure	
15	Pendle Toilet Clean J Wall	84.00
15	PBC 2 New Bins at Barley Lane Layby & Pendle Steps	785.94
16	Wilkinson Toilet Clean August	348.00
17	Gratuity PI Voucher Toilets DG	45.00
17	Gratuity PI Voucher Gate TC	35.00
17	PwE Commission August	783.11
18	Lloyds Jones Toilet Supply	177.55
22	UU Water Toilets August	373.15
23	PFK Littlejohn External Auditor	378.00
30	Gatekeeper Salary	260.00
30	Clerk Salary	525.00
30	RFO Salary	340.00
30	HMRC Tax	172.00
2 October	Wilkinson Toilet Clean Sept	208.00
2	Stone for Pendle path near Chapel - R. Statham	94.80
8	RFO Gratuity Audit Submission	107.76
8	Playground Clean September	58.00

6. **Planning Applications for Consideration by Members & Any Updates**

Town and Country Planning Act 1990 APPLICATION: 25/0588/HHO

a Proposal: Full: Erection of a two-storey side extension.

AT: **Bollards Barn** Barley New Road Barley FOR: Mr. & Mrs. Barry & Denise Tombs & Johnson

The Parish Council objected to a similar application in 2023 and we note that the new application now has a linear form and that the property, which was Grade II listed in 2023, was de-listed in 2024. We do not know if the Borough Council identify the former barn as a non-designated heritage asset. The development is in Whitehough which is in the AONB, in the Whitehough Conservation Area and is in open countryside.

Confirmed Minutes Derek Heap.

Date: 12 November'25

	<p>In principle the Council had no objection to the extension of the property, now it is delisted, but had objections to the design as listed below. Reference Policy ENV 1 'Protecting and Enhancing Our Natural and Historic Environments' and Policy ENV 2 'Achieving Quality in Design and Conservation'.</p> <ol style="list-style-type: none"> 1) The extension is too large (45.2% increase in volume) in comparison to the existing property and is not sufficiently subordinate to the existing dwelling. We have noted the architect's intention to have an obvious delineation between the old and the new and a sub servient roofline on the extension will separate the extension and reduce some of the volume. 2) We considered the design to be contemporary in relation to the use of timber cladding on the frontage which is alien to the hamlet. Conservation areas are designated to preserve areas of special architectural or historic interest, with associated materials playing a key role in maintaining the area's character. Within conservation areas, we consider special attention should be given to materials, colours, textures, and finishes to ensure that any development respects the existing environment. <p>Members agreed to raise concerns regarding access and the public rights of way. Action: Clerk</p> <p>Town and Country Planning Act 1990 APPLICATION: 25/0606/HHO</p> <p>Full: Erection of a single storey rear conservatory.</p> <p>b AT: Meadow View Barley Green Barley FOR: Mr & Mrs Hartley</p> <p>The location is within the AONB, within the Barley settlement boundary but not in the open countryside. It is relatively small (18SqM) and at the rear of the property. Members considered it would not dominate the existing building and it was not visible from Barley Green and the grade listed buildings there.</p> <p>In principle the Council had no objection to the introduction of this conservatory since it is mainly out of sight at the rear of the house, but members did have two design concerns.</p> <ol style="list-style-type: none"> 1) The conservatory is wholly glass and the glass roof will be clearly visible from Cross Lane bridge. The Council considered a slate roof, to match the existing property roof, would be more in keeping with the location. 2) The colour of the conservatory is white uPVC. Members felt that a cream or grey colour would be a softer feature, the grey matching a slate roof. <p>Council agreed to be neutral on the application but raise the design concerns. Action: Clerk.</p>
<p>7.</p> <p>a</p> <p>b</p>	<p>Parish Maintenance & Village Projects – Members to receive Reports & Proposals</p> <p>Update on CCTV Camera Replacement project. - Cllr Grimshaw Cllr. Grimshaw reported that the upgraded cameras needed for the project are unavailable, but he is monitoring and will purchase as soon as they are in stock. Action: Cllr. Grimshaw.</p> <p>Update on Toilet Block Improvement Works – Cllr Heap (issued a briefing on 26 August). Tender documents had been issued to 5No contractors and 5 bids had been received The were four bids between £39.1k and £42.4k and one bid of £54.7k. The spread of the four lowest tenders demonstrated good competition and market price. The budget had previously been set at £33K and the lowest bid of £39.1k included £5k of contingencies valuing the work at £34k. Cllr Heap & Goldsbrough had met the lowest bidding company the previous day and had been satisfied they understood the contract and had the necessary competence and experience Members RESOLVED to accept the lowest tender from CL Danson Ltd and award the contract. The expected start date was 3 November 2025</p>

	<p>The Project Manager would be Cllr. Heap, the Supervisor Rob Baines and both would be supported by Cllr. Goldsbrough. These are the only people authorised to instruct the contractor.</p> <p>Cllr Heap explained that this was an improvement contract on an old building and there were dilapidation and financial risks as elements of the building are uncovered. The main areas might be rotting of joists on the flat roof and cladding fixing ladders and the extent of the asbestos to be removed. This could increase costs beyond the contingency allowed.</p> <p>Members discussed colours and agreed on "grey slate" for the cladding and barge boards and "tempered steel" for the gent's toilet vinyl floor.</p> <p>c Arrangements were being planned for the closure of the toilet facilities, the intention was to have at least the disabled toilet open to all on weekdays and the lady's toilet at weekends. Portaloo's were a consideration. Members agreed to buy toilet signage. Action: Cllr Heap.</p> <p>d Update on Signage – Pendle Lay-By, Resident Parking & Playground The Chairman showed members the proposed new playground sign to include parental supervision, no dogs, no glasses, no smoking and no littering. Approved. Action Cllr Heap</p> <p>e Removal or dead or dying trees and pruning of Laurel bushes (update April'25) Item agreed in April but deferred due to birds nesting. It is now planned to proceed in November</p>
8.	<p>Traffic Issues, Turning Area, Car Park & Planned Events</p> <p>a Cross Lane - LCC Formal Consultation: Parking Enforcement one side of Cross Lane Chair reported that the informal consultation involving VH and local residents is complete. Formal Consultation is now in progress until 24th October. The recommendation is that we submit similar comments in support of the proposal to hopefully stop further congestion in this area and support local residents accessing the village when cars are parked on both sides of the highway. It was RESOLVED to support the Traffic Regulation Order. Action: Chairman.</p> <p>b Update on LCC improvement works on Barley Lane including Lay-by. The Chair reported that LCC have still not completed the additional road edge repairs. Cllr. McGregor reported that during recent heavy rain the completed drainage works had proved successful. Action: Cllr. Heap to continue to lobby LCC</p> <p>c Large Public Busses passing through Barley causing congestion and damages. Clerk reported that LCC had started to use the smaller buses so a letter was not deemed necessary. However, larger buses are again being used. Action: Clerk to write to LCC</p> <p>d Events in Barley – Tour of Pendle fell race is to be held on 15th November.</p>
9.	<p>Reports from Chairman</p> <p>a Village Green Registration – Chairman contacted LCC legal department and they reported they are busy with more pressing matters but expect to deal with application in next few weeks.</p> <p>b Park with Ease Car Park Pay Kiosk Performance & Reliability Chairman reported that there have been no problems reported within the last month. The Cabin had reported a couple of instances where people had paid but still received a PCN. PwE has said that the cause of the PCN is likely the payee has entered the wrong vehicle registration. The chairman reported testing this; he entered a slightly wrong registration and the kiosk offered a flashing warning showing the wrong and correct registration and offering a choice. If the wrong registration was confirmed payment was accepted, but a PCN would be issued for the correct registration. Action: Chairman to inform Cabin.</p>

c	<p>Pendle Footway Improvements near Chapel Rod & Sue Statham have carried out footway repairs next to the riverbank. They have requested additional stone to complete the work. Members RESOLVED to purchase 1t stone. Action: RFO</p>
10	<p>Local Government Reorganisation Update – Consultation Process Update Current plan is to replace the current local government structure of 12 Borough Councils, 1 County, 1 Blackburn & 1 Blackpool Councils with unitary authorities; the options range from two large unitary authorities to five unitary authorities (maps were shown). There is no consensus on boundaries and consultations are in progress. There is an online discussion focus group which Councillors can attend to give their views. It was agreed the clerk should complete a LALC Survey. Action: Clerk.</p>
11	<p>Update on Pendle Local Plan Fourth Edition – Deferred to next meeting.</p>
12	<p>Update on parking issues - Resident Parking Zone & Garage Valeting on TA – Cllr Heap The Chairman reported that he had received 3 letters from residents expressing concern over the inconsiderate parking in the 'resident parking' zone. Residents felt that the enforcement officers did not attend regularly and vehicles were being left in parking bays for extended periods of time beyond the 3Hr limit. Residents and members also reported the appearance of numerous vehicles being sold by the garage parked around the village. The chairman reported:</p> <ul style="list-style-type: none"> • Pendle BC does not permit the advertising of vehicles for sale on the public highway or pavement, as this is a breach of their Street Trading Policy. Anyone can report at licensing@pendle.gov.uk. • The garage had continued valeting on the Turning Area despite receiving PC correspondence that they must not. Whilst issuing a PCN he had been the subject of extreme abuse from the garage owner regarding parking and valeting on the Turning Area. <p>There was an intense discussion on the impact of resident parking involving two Councillors.</p>
13	<p>Members to agree upon Xmas pensioners gifts and budget It was RESOLVED to set a budget of £500 to purchase Biscuits and Chocolates. Action: Clerk</p>
14	<p>Clerk & Financial Officers Report Reports to be presented upon Accounts, Financial Matters & Correspondence. The current bank balance was £114,664.52 and after setting aside commitments and reserves, the monies available for the Council to spend is £24k.</p> <ul style="list-style-type: none"> • External Auditor Report 2024/25 – The external audit by PLK was completed in September and no issues had been raised. Copy to be placed on the BPC website. Action: RFO. • Correspondence to Malham PC. – The Chair had written to Malham PC regarding their Litter Picking stations and is awaiting their response.
15	<p>Best Kept Village Competition Update & General Maintenance BKV Judges report not received to date. No maintenance issues raised.</p>
16	<p>Reports from Councillors & Borough Councillor Reports</p> <p>Update on Social Media policy amendments – Cllr Harthan – No Update provided Update on Remembrance Day Arrangements – Cllr Connor – No Update provided.</p>
17	<p>Date of the next meeting: Wednesday 12th November'25 (agenda items by 6th November '25)</p>