

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 8th April'26 at the Village Hall

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

In Attendance: **Public:** None

1	Apologies: Cllr Harthan & Cllr. Connor. Absent: Cllr. McGregor	C. A. Heap (Clerk & RFO)
2	Councillors Declaration of Interest: None	
3	To Approve the Minutes of the Council Meetings held on 11th March 2026. 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: None	
5	Financial Matters: The following payments were approved / ratified for payment:	
	March'26	Expenditure
	17	Toilet Design Fee RB Sigma 150.00
	19	PwE Commission 446.65
	25	Amazon Scotch DS Tape for Signs 10.18
	25	Gatekeeper Salary 296.00
	25	Clerk Salary 525.00
	25	RFO Salary 340.00
	25	HMRC 173.00
	25	Rossendale & Pendle Mountain Rescue Donation 50.00
	30	Playground & CP Clean Feb-March 163.50
	30	Grant Barley Chapel Roof Donation 500.00
	31	Toilet Slippery Floor Signs 12.30
	April'26	
	7	Lloyds Jones Toilet Supply 162.67
	8	Wilkinson Toilet Clean March 364.00
6	Planning Applications for Consideration by Members & Any Updates	
	Planning Application Update: Pendle House Farm, Barley PLE/25/0116 & 25/0024/AP/ENFORC Appeal against Enforcement Notices for erection of single storey, stained timber structure 9.5m long, 8.5m wide and 3.5m high with a corrugated metal dark roof on agricultural land.	
	<i>"The appeal is allowed, the enforcement notice is quashed and planning permission is granted on the application deemed to have been made under section 177(5) of the 1990 Act (as amended) for the development already carried out, namely the erection of a single storey structure on agricultural land to the east of Pendle House, Barley Lane, Barley. There shall be no storage of items of any nature outside of the building. The structure does not have any significant adverse effect on the landscape character of the area and does not conflict with policies ENV1 and ENV2 of the Pendle Local Plan: Part 1"</i>	

7	<p>Parish Maintenance & Village Projects – Members to receive Reports & Proposals</p>
a	<p>Update on CCTV Camera Replacement project. - Cllr Grimshaw reported that the low light LPR camera and networking equipment are still in stock, he had forgotten to purchase them since the last meeting, but they will be purchased in the next few days. Action: Cllr Grimshaw</p>
b	<p>Update on Toilet Block Improvement Works – Cllr Heap – Nothing to report.</p>
c	<p>Update on installing drain in the floor of the Ladies toilet plus Slippery Floor Signs. The chair reported that the Clerk and himself had further investigated the possibility of using the handwash unit drain outfall as a floor drain. A small hole was excavated in the floor exposing a crude chamber with an outfall pipe to the main drain in the storeroom. All debris was removed from the chamber, and a flow test proved the drain was draining well. The hole in the concrete floor was then enlarged and a 15mm deep ledge carefully chiselled out around the edges to form the support to a 150mm x 150mm black plastic gully grid, which was then fitted. This was a possible solution; the adequacy will be assessed by Rob Baines. Action: Cllr Heap.</p>
d	<p>The clerk had purchased and installed “Slippery Floors when Wet” signs in both toilets.</p>
e	<p>Update on Signage – Pendle Lay-By Waste, Resident Parking & Playground Restrictions The clerk has erected the playground sign on the slide using sticky tape and screws. The posts for two of the litter signs have been delivered and are at the Chairmans home.</p>
f	<p>Update on Pendle BC to undertake maintenance work to the playground carpet. PBC have confirmed they are available to undertake this work in April/May. Action: Cllr Heap.</p>
g	<p>Installing a gate within the car park shelter to form a small secure storage area update A quote of £200 has been received for a wooden gate and been accepted. Action: Cllr Heap</p>
h	<p>Developments regarding Pride in Place Impact Fund – Turning Area Grant – Cllr Heap. PBC have now offered a grant of £10k which included 50% funding by the Parish Council. The grant of £1.5m offered by the government to PBC would be paid in two tranches and the Turning Area had been put in the second tranche, this meant monies could not be paid by PBC until later in the year. Members RESOLVED to progress a works plan so work can commence as soon as the grant monies are confirmed available. Action: Cllr Heap & McGregor. Forms regarding procurement must be submitted to PBC – Action: RFO.</p>
j	<p>Proposal to replace some manhole covers around and inside toilet block. Members RESOLVED to replace old manhole covers/frames where they are cracked, lack lifting holes or are too heavy for safe lifting. There are eight requiring attention. Action: Cllr Heap.</p>
8	<p>Traffic Issues, Turning Area, Car Park & Planned Events Pendle Fell Race 28 March Clayton Harriers Feedback – No issues reported by members. Mountain Rescue Fell Race, 25 March Dark Dash – No issues reported by members.</p> <p>The Chairman reported the Council had received a letter of appreciation from the Pendle & Rossendale Mountain Rescue Team for the £50 donation and a report on two recent rescues.</p>
9	<p>Reports from Chairman</p>
A	<p>TV for Village Hall – Purchased and installed in the Patio Room and used at the PC meeting.</p>

<p>B</p>	<p>Update on Ogden Reservoir works by United Utilities – Started 23 March 2026 The chairman gave an update regarding the improvement works planned by United Utilities: Upper Ogden Reservoir Reinforcing the wave wall and raising it, also installing flow control on the by wash. Lower Ogden Reservoir Reinforcing existing spillway and bringing clay core up to design level to increase capacity.</p> <p>Conflicting information regarding which footways would be closed had been circulated to Barley Green residents and printed on signs. Action: Clerk to write to LCC requesting clarification.</p>
<p>10</p>	<p>Outstanding approved projects for confirmation in 2026-27 The following projects had been approved by the Council in 2025-26 and Members agreed to carry them forward into the following financial year:</p> <ul style="list-style-type: none"> I. CCTV Upgrade, II. Selective Weedkilling, Fertilising % Aeration of Village Green, III. Additional planting of shrubs on car park and village green embankment, IV. Upgrade of stone parking bays on car park, V. Review and repair playground riverside fence, VI. Village Green drainage improvements, VII. Spray and mechanical sweep of playground to remove moss, VIII. Take up and relay setts on Turning Area to stop water ponding.
<p>11</p>	<p>Members to review Councillor Actions List from May'25 to Current (2025-26) Action list was updated and members agreed to continue with all outstanding items. The list of actions for the year was extensive. There were 132No actions of which 115No were completed, 5No were in progress, 5No carried forward and 7No not started. Members agreed that all outstanding actions should be carried forward to 2026/27. Action: Clerk.</p>
<p>12</p>	<p>Members to decide the project and the value of the grant application to Pendle BC 2026-27 Members discussed the merits of applying for a grant to replace the bins on the car park or to replace two external doors on the toilet block, the disabled toilet and the cabin toilet. Members RESOLVED to apply for a grant of £2.5k towards toilet block improvements.</p>
<p>13</p>	<p>Members to agree the date of the Annual Parish Meeting and a budget for refreshments It was agreed the meeting would be held on Tuesday 26 May 2026. The budget would be circa £500. Invitations to be arranged for speakers and residents. Action: Clerk</p>
<p>14</p>	<p>Members to consider the engagement of a person to undertake general maintenance. Following members agreement at the last meeting, Cllr Heap had met with Scott Allen from Roughlee to discuss the vacant role. He reported that SA was self-employed, had public liability insurances and was interested in working for the PC.</p> <p>SA had over five years of experience in gardening and had his own transport, grass cutting equipment, blower, hedge cutting and pruning equipment plus a range of small tools. He had a favourable reference from Roughlee PC regarding his skills and reliability.</p> <p>Members RESOLVED to offer SA the Lengthsman role for 2026 with a minimum of 2 days' work per month in the summer and one day in the winter for routine works at the daywork hourly rate offered by SA which was recommended as reasonable by Cllr Heap.</p>

	<p>The following documents would be sent to SA for his consideration and acceptance</p> <ul style="list-style-type: none"> • Terms & Conditions This sets out the working arrangements with the Council and covers payments, communications, insurances, safety and protective equipment and records etc • List of Lengthsman Maintenance Works 2026 This is a summary of the main duties to be undertaken and provides an aide memoire when no Councillor is available. • Map of Grass cutting Areas The map identifies the grassed areas within the village centre. Action: Clerk <p>Cllr-Heap said arrangements would be the same as adopted previously with up to three Councillors authorised to issue works to the Lengthsman. The list of duties would only cover routine maintenance works and for larger works a decision would be required on whether to use the Lengthsman or seek quotes.</p>
14	<p>CCTV Events & Maintenance Update - Designated Councillors Grimshaw & Goldsbrough Mr John Seymour had offered a new screen for the toilet CCTV unit, and this would replace the broken screen. This had now been installed by Cllr Grimshaw and CCTV was functional.</p>
15	<p>Clerk & Financial Officers Report Reports presented upon Accounts, Financial Matters & Correspondence.</p> <p>The current bank balance was £70,575.16 and after setting aside commitments and reserves, the monies available for the Council to spend is £26k.</p> <p>Members confirmed a donation of £500 to the replacement of the Chapel roof. The Council had received a refund of £670 from the Lengthsman scheme.</p>
16	<p>General Maintenance Issues</p> <p>Village maintenance with the BKV competition suspended for 2026. At the previous meeting members had agreed that the Council should continue to undertake maintenance as if the competition was ongoing and that Members would take on responsibilities as previous years and volunteers would be encouraged to help. A general budget of £2k was agreed and purchases would be approved by the Chair, Deputy Chair and RFO as in previous years. The chair issued a list of areas of responsibility which were discussed and those in attendance agreed to their areas of responsibility. It was decided to defer adopting the list until it was known whether Cllrs McGreggor, Connor and Harthan wanted to be involved.</p>
17	<p>Reports from Councillors & Borough Councillor Reports - None</p>
18	<p>Date of the next meeting: Wednesday 13th May '26 (agenda items by 7th May '26)</p>