



EARBY TOWN COUNCIL



Chair: Cllr T. Hardman
The Parish Rooms, Victoria Road,
Earby, Barnoldswick, Lancashire. BB18 6US
Tel: 01282 844965
email: clerk@earbytowncouncil.gov.uk
website: www.earbytowncouncil.gov.uk

Meeting of Earby Town Council Monday 27th January 2025 at 7.30pm The Parish Rooms, Victoria Road, Earby

Members of the Council are hereby summoned to attend a full Meeting of the Town Council in accordance with schedule 12 para.10(2) (b) of the Local Government Act 1972 to be held as detailed above. If you are unable to attend, your apologies and reason for absence should be forwarded to the Town Manager in advance.

AGENDA

Meetings are open to the public and may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are requested to respect the wishes of members of the public who have come to speak at a meeting; and reminded that it is not permitted for oral commentary to be provided during a meeting. The Chair may ask people to stop recording and leave the meeting if they act in a disruptive manner.

1. Welcome

The Chair of the Town Council, Councillor Hardman to welcome all to the meeting at 7.30pm.

2. Attendance, Apologies, and non-attendance

To record the attendance of Members, receive apologies for absence, to approve reasons for absence, and note non-attendance.

3. Declarations of Interest

To receive declarations of [personal interests](#) in any matter identified in this agenda.

A member with a disclosable interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, a member with a disclosable interest shall leave the room where the meeting is held while any discussion or voting takes place.

4. Exclusion of the public and press

To determine which items, if any, should be taken with the public excluded.

If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: "In view of the confidential nature of some items, it may be necessary to discuss these items with the Public and Press excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, S1.

5. Public Participation

To adjourn the meeting to allow for members of the public to be offered the opportunity to address council on any subject.

Any questions for Council which require a detailed answer should to be sent via post or email to the Town Manager one week before the meeting.

6. Minutes

To accept and approve as an accurate representation, the minutes of the last meeting held on [Monday 25th November 2024](#)

7. Update of ongoing issues from previous minutes

Items are presented here for information only, no resolutions to arise from such updates, a verbal update from the Town Manager and Councillors can be received on any matters from the previous minutes and not covered as an item on this agenda.

To receive an update from the Town Manager on progress made against matters dealt with since the previous meeting.

7.1 Summary of Maintenance & Repair Tasks carried out since last meeting.

7.2 Public Toilets.

7.3 Aspen Lane Green festive lighting installation.

7.4 Hill Top Recreation Ground – Fencing/Dog Walking Companies excluded from use.

7.5 Croquet Club parking and entrance to field.

7.6 Entrance stone markers and planning for hanging basket installation.

8. Crime Prevention/Anti-Social Behaviour

To report on any issues of concern and matters for the attention of the local police team.

9. Allotments

To receive an update on the management of the Council's five allotment sites.

10. Correspondence

Issues dealt with in the agenda as follows.

11. Spring Mill housing development – adoption of land proposal

Council to note the communication on behalf of Pearl Together Ltd (a joint venture between Together Housing, Barnfield Construction and Pendle Borough Council) and to resolve to either accept or reject the proposal for transfer of ownership and subsequent adoption of the land to the north of the site, alongside Stoneybank Road, as outlined in the accompanying plan.

12. Wentcliffe Drive flooding

Council to note the correspondence from Pendle Borough Council outlining a request for a meeting to identify parties affected by groundwater issues and flooding in the Wentcliffe Drive area, with a view to pursuing action against third parties deemed responsible.

Council to resolve whether to attend, and whether to engage in legal action on the issue.

13. Sough Park Funding FY2025/2026

Council to note the correspondence from Pendle Borough Council requesting a commitment to match fund maintenance costs of Sough Park in the next financial year (~£6-7K).

Council to resolve whether to match fund the maintenance of the park which is owned by Pendle Borough Council as a designated Field in Trust.
(Cross reference item 12 of [24th June 2024 meeting](#).)

14. Planning Applications

There have been no new planning applications received and circulated since the previous meeting that Members have sought to debate.

15. Reports from meetings with other organisations

*To receive for information purposes, verbal or written reports from Councillors or the Town Manager on any such meetings they have attended. **These should be notified to the Town Manager in advance of the agenda so that they can be listed**; and in the case of written reports, so that they can be circulated to Councillors prior to the meeting.*

14.1 West Craven District Committee (AI).

14.2 Earby Events Group (JM).

14.3 Earby Masterplan – final version now published and can be downloaded here:

https://www.pendle.gov.uk/downloads/file/11960/earby_town_centre_masterplan

16. Budget 2025/26

16.1 To receive an input from the Responsible Finance Officer (RFO) on the end of Q3 actual spend against budget for the current financial year.

16.2 To receive a presentation from the Responsible Finance Officer (RFO) on the proposed Budget for 2025/2026, and to consider and resolve to approve the same.

16.3 To consider and approve the recommendation from the RFO on the Precept amount required for the 2025/2026 Financial Year for Council to meet its service delivery obligations and achieve its objectives as outlined in the Budget forecast. The Chair and two Members to sign the Precept Demand for 2025/2026.

17. Finance

17.1 To resolve to approve the Payment List, as circulated.

17.2 To receive and note the latest (Year to Date) Payments & Receipts document and the Council's current Earmarked Reserve funds.

17.3 To resolve to approve expenditure of ~£675 in support of the annual free swimming passes for all primary school age children at Springfield, or residing in Earby, during the school holidays.

17.4 To resolve to approve ad hoc expenditure on third party labour costs on a trial basis in support of the Lengthsman's tasks which require two operatives present e.g. installation of hanging baskets, working at height and the movement of heavy items.

17.5 To resolve to approve expenditure of ~£600 to provide additional folding tables for use at events in the Community Rooms.

17.6 To note, and the Chair to sign, this and last month's bank account reconciliation reports with the Council's accounting software.

18. Next Meeting Date

To note the next scheduled meeting of the Town Council on **Monday 24th February 2025**
An agenda will be published in advance of the meeting to confirm.

19. Meeting Close