



EARBY TOWN COUNCIL



Chair: Cllr T. Hardman
The Parish Rooms, Victoria Road,
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Meeting of Earby Town Council
Monday 24th February 2025
The Parish Rooms, Victoria Road, Earby

MINUTES

1. Welcome

Councillor Hardman, Chair of the Council, welcomed all present to the meeting at 7.30pm.

2. Attendance, Apologies, and non-attendance

The attendance of members was recorded: Cllr. T. Hardman, A. Inman, D. Anderson, N. Goodman and T. Dickinson were present. Apologies were received and accepted from Cllrs J. Myers and V. Cocker.

Cllr. R. Robinson and Cllr D. Haigh were not in attendance.

D. Haigh ceased to be a Member of the Council by virtue of Section 85 of the Local Government Act 1972 and their non-attendance for a period of six months.

3. Declarations of Interest

There were no declarations of interest notified on the agenda.

4. Exclusion of the public and press

There were no relevant matters identified as meeting the criteria for exclusion on the agenda.

5. Public Participation

A member of the public attended and expressed their concerns regarding where and when planning application 2024/0094/FUL would be next heard. This application relates to the proposed development of 39 houses off Colne Road on the Earby/Sough boundary. It had been suggested by Planning that the application was to be considered by the Development Management Committee on 18th March. It was felt that this application should be determined by the West Craven District Committee at a local venue to enable local representation.

Council supported the view and committed to make representations to the Borough Council. (It has since been provisionally scheduled for the 1st April 2025 meeting of the West Craven District Committee at a local venue to be confirmed).

6. Minutes

Council resolved to accept and approve the minutes of the last meeting on [Monday 27th January 2025](#) as an accurate record (Proposed TH, 2nd AI).

7. Update of ongoing issues from previous Minutes

The Town Manager provided an update to members on the progress made against the following ongoing issues.

7.1 A summary of maintenance tasks carried out since the last meeting was presented to council.

7.2 The Public Toilets were operating correctly and without incident. A summary of January 2025 usage statistics was provided. The facilities are well used and positive feedback continues to be received from residents and visitors.

7.3 Council was updated on the latest attendance information provided by Pendle Leisure Trust on the provision of free holiday swimming passes to primary school children across Pendle. The town council continues to financially support the initiative, although it was acknowledged that there could be greater involvement from Earby pupils/primary aged children residing in Earby.

7.4 Maintenance work had been carried out at Birley Playing fields including the upgrade of waste bins, repair to a gate, removal of fallen trees and clearance of debris screens.

8. Crime Prevention/Anti-Social Behaviour

There were no issues raised.

9. Allotments

Council was updated on the management of its five allotment sites. Annual income from all allotments was now banked and a handful of plots were due to be let for spring, with the waiting list now having 50 residents.

10. Correspondence

Members were informed of preplanning information received regarding the proposed installation of a 5G Telecommunications mast on Bailey Street by the entrance to the primary school.

Members were informed of the implementation of an Avian Influenza Housing Order now in place and covering Earby. This directive by DEFRA requires all kept birds – regardless of numbers held – to be kept inside as a preventative measure to reduce the spread of the virus. All Rostle Top site tenants had been informed by the Town Council and had confirmed their birds were registered with DEFRA, as is now required. Any birds seen outside during the housing order being in force should be reported to DEFRA.

11. Planning Applications

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

12. Reports from meetings with other organisations

12.1 Cllr Inman was unable to attend the last meeting of the West Craven District Committee meeting of Pendle Borough Council.

12.2 Cllr Inman provided an update on the activities of the Earby Events Group who were busy planning three events for the year ahead.

12.3 Cllr Inman provided an update on the activities of the Birley Playing Fields Working Group.

13. Policy: 2025 Financial Regulations

13.1 Council resolved to adopt the document [2025 Financial Regulations](#) into Council policy.

14. Appointment of the Internal Auditor

14.1 Council resolved to appoint an Internal Auditor for the forthcoming Internal Audit of FY 2024/25. For the second consecutive year, Account-ant Ltd would be conducting the process which would commence soon after financial year end.

15. Finance

15.1 Council resolved to approve the Payment List, as circulated (Proposed TH, 2nd AI).

15.2 Council received and noted the latest (Year to Date) Payments & Receipts document and the Council's current Earmarked Reserve funds.

15.3 Council resolved to support the Earby Event Group's organisation of a Medieval Mayhem event to be held Sunday 11th May with a proposed donation of £250 for this family fun day event. The funding to support a wider crowdfunding initiative and match funding from Lancashire County Council (Proposed AI/TD)¹.

15.4 Council noted, and Cllr Inman signed this month's bank account reconciliation report with the Council's accounting software.

Council was informed that the annual renewal cost of the Insurance Policy had been negotiated and reduced by 14% with Zurich Insurance to £5,167.

The Town Manager was to source two wireless microphones, microphone and speaker stands, and an additional wireless speaker unit for use with the recently acquired PA system, for use at public events and meetings.

16. Next Meeting Date

The next meeting will take place on **Monday 31st March 2025**

An agenda will be published in advance of the meeting to confirm.

17. Meeting Close

The meeting was closed at 20.47 hrs and the Chair thanked all present for their attendance and contribution.

¹ s19 of the Local Government (Miscellaneous Provisions) Act 1976