



# EARBY TOWN COUNCIL



Chair: Cllr T. Hardman  
The Parish Rooms, Victoria Road,  
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## Meeting of Earby Town Council Monday 18<sup>th</sup> August 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, otherwise a response may be deferred on the evening.*

## 6. Minutes

To accept and approve as an accurate record, the minutes of the last meeting held on [Monday 30<sup>th</sup> June 2025](#)

## 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 Playgrounds/MUGA management.
- 7.3 Pole planter flower maintenance.
- 7.4 Asset list update; benches.

## 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

- 10.1 LCC to cease funding of Local Biodiversity Schemes for Public Rights of Way 2025/26

## 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

*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.*

- 12.1 [West Craven District Committee](#) – to note the date of the next meeting as Tuesday 2<sup>nd</sup> September 2025.
- 12.2 Earby Events Group (JM).
- 12.3 Birley Playing Fields Working Group (AI).

## 13. Hill Top Boundary Fencing

To consider and resolve to approve a recommendation to replace the vandalised Post and Rail boundary fencing to the playing field at Hill Top Recreation Ground with Knee Rail (Bird's

Mouth) fencing along the South and East aspects of the site. Providing a more robust and cost effective boundary.

#### **14. Hill Top Pavilion Foul Drainage**

To note the outcome of initial investigations into the design and operation of the foul/grey water disposal system for the Pavilion at Hill Top Recreation Ground.

14.1 To resolve to approve the expenditure of (a maximum of) £2,705 (incl. VAT) for the complete emptying of the cess pit to allow for a detailed inspection. This will necessitate multiple tankers to shuttle the waste under the low bridge of the disused railway line.

14.2 To resolve to approve the expenditure of £1,080 (+ VAT) for a detailed inspection and report as to its condition, connections and its potential impact on the environment.

#### **15. Maintenance Vehicle - upgrade to EV**

To consider and resolve to approve the replacement of the current maintenance van, a five year old diesel Ford Transit Connect with a used, nearly new EV van of a similar size.

To reduce Council's carbon footprint, exploit opportunities for green energy production at the premises and reduce emissions, in support of HM Government's climate emergency mitigation priority.

#### **16. Community Website renewal**

To consider and resolve to approve funding to renew the hosting of the community website <https://earby.info> at a cost of ~£440 for three years (Proposed AI, 2<sup>nd</sup> VC)

#### **17. External Audit**

To note communication from the External Auditor in relation to the 2024/25 AGAR process.

#### **18. Finance**

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

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

18.3 To resolve to approve expenditure of ~£800 on two specialised light fittings to the public toilets.

18.4 To note and implement the national Local Government Pay Agreement for 2025/26, notified to Council by the NJC and NALC on 24<sup>th</sup> July 2025.

18.5 To resolve to approve expenditure of ~£666 (+VAT) to purchase a replacement 1½ hour fireproof safe to protect unique documentation and personal data.

18.6 To note, and a member other than the Chair to sign this month's reconciliation report between the bank account and the Council's accounting software.

#### **19. Next Meeting Date**

To note the next scheduled meeting of the Town Council on **Monday 29<sup>th</sup> September 2025**  
An agenda will be published in advance of the meeting to confirm it taking place.

#### **20. Meeting Close**