



EARBY TOWN COUNCIL



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

MINUTES

1. Welcome

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

2. Attendance, Apologies, and non-attendance

The attendance of members was recorded: Cllrs T. Hardman, J. Myers, V. Cocker, A. Inman, D. Anderson, T. Dickinson and S. Wadsworth were present.

Cllr N. Goodman was not in attendance.

3. Declarations of Interest

Non-pecuniary declarations of interest were notified on the agenda by Cllrs J. Myers, A. Inman and T. Dickinson in relation to item 16.3 due to their roles on the Earby Events Group and by Cllr V. Cocker in relation to item 16.4 as a Trustee of Earby Brass Band.

4. Exclusion of the public and press

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

5. Minutes

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

6. Public Participation

Two members of the public were in attendance and made representations opposing the resolution made by council to introduce a height barrier at land off Cemetery Road at the September meeting. The Chair thanked them for their attendance and input.

Three young people attended the meeting and a constructive discussion took place around preventing vandalism and unlawful access out of hours to the public toilets at the bus station. All present were reminded of the CCTV coverage on the bus station and its direct link to the police via the CCTV control room. The Town Council were aware of the identity of those

responsible for damage and anti-social behaviour and further incidents of damage or trespass would result in prosecutions being pursued.

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 which included continued work at the Hill Top Recreation site, boundary fence repairs at Rushton Avenue allotments and repairs to the Public Toilets, Welfare Room external wall and internally at the council offices.

7.2 All the council's playgrounds continue to be inspected weekly and graffiti and litter were being removed at each visit. The MUGA lights had failed once again and would be addressed at the earliest opportunity.

7.3 This item was dealt with at item 12.

7.4 Council were updated on the successful completion of phase 2 of the Renewables Project which has involved the servicing of existing solar panels, the installation of additional panels and a scalable battery storage system. This will allow for solar energy and energy imported on off peak tariffs to be captured and stored locally to support the energy needs of the council offices and in time when scaled up, the implementation of public EV chargers on the adjoining car park in phase 3.

8. Crime Prevention/Anti-Social Behaviour

Anti-social behaviour in the vicinity of Rushton Avenue playground was again discussed at the meeting with Members being reminded of the importance of reporting the matter to Lancashire Constabulary to ensure incidents are captured in their assessment for resource demand.

9. Allotments

Council was updated on the management of its five allotment sites. The waiting list remained at 50+ residents with an average wait of three years for residents to be offered a plot. Annual invoices had been issued with 45% paid to date. Council was briefed on a number of issues with tenants that had been addressed since the last meeting.

10. Transfer of Assets

Council considered an invitation from Pendle Borough Council to transfer 15 of their land assets to the Town Council. These ranged from small green spaces to the large car park on Albert St.

Council resolved to make further enquiries into three of the assets, contained in two HM Gov Land Registry land parcels, with a view to transferring them to Town Council ownership (Proposed TH, 2nd DA).

11. Correspondence

11.1 Council was updated on correspondence received seeking a Freedom of Information Act request relating to the implementation of measures at the undesignated car park on Cemetery Road and asked to check their communications for any relevant information.

11.2 Council were informed of correspondence received in relation to alleged damage to a satellite dish by a flag placed by the Town Council. It was resolved that the Council did not accept liability for the damage, evidenced by a photograph showing pre-existing damage at the time of installation, but would partially meet the expenditure through good will, due to the

prior request of the claimant not to install a flag on the neighbouring property due to the proximity to their window (Proposed SW, 2nd AI).

11.3 Council was informed of correspondence from the Environment Agency seeking a new lease for the river level recorder at the rear of the hostel. The heads of terms remained the same so the Town Manager questioned the need to spend public funds on engaging with the solicitor in replacing like for like. Further liaison to follow with the EA.

12. Football Pitch Management

Council previously received and considered the 2026/27 proposed costings for the management and maintenance of the two football pitches at Hill Top and Springfield as provided by the current contractor, Pendle Borough Council.

The Town Manager reported that as directed, two additional specialist service providers have been consulted and following site visits and test sampling of the turf had provided advice on the correct management and maintenance of the pitches, including required turf care and line marking requirements.

Council resolved to appoint Pitch Prep NW Ltd as the contractor for 2026/2027 (Proposed VC, 2nd DA).

13. New Road bench replacement

Council considered the issues surrounding the reinstatement of a bench on New Road next to the pathway through to Mostyn Avenue.

It was resolved by a majority decision to replace the bench with the Royal style bench as deployed elsewhere across town and renovate and re-deploy the ornate, serpent style ends to another location yet to be determined (Proposed DA, 2nd VC). The bench would be installed as soon as liaison with Gleeson Homes was completed.

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

15.1 Cllr Myers and Cllr Dickinson informed the meeting of the work Earby Events Group were doing ahead of the Christmas Fair event on **Saturday 6th December 2025**. Potential stall holders were encouraged to get in touch and a range of activities would be taking place in and around the council building and adjoining car park. All were welcome and the event would be advertised widely in the coming weeks.

15.2 Cllr Inman deferred an update on the activities of the Birley Playing Fields Working Group until the next meeting.

15.3 Cllr Anderson informed Council that following consultation with Burnley Football Club's 'In The Community' charity, their Health & Wellbeing Hub had carried out the first of two community consultation meetings on 18th November in Earby for adults, using the town council Community Room as the venue. This was a successful first meeting represented by local volunteering groups who shared experience and information on the needs of the community and the best ways to deliver. A second welcoming meeting in a warm space and open to all was to take place on;

- **12.30pm to 2.30pm - Thursday 27th November 2025**

Councillor Anderson was in contact with the organisers and attendees and looked forward to the meetings bringing tangible improvements to the town through resources and events being held locally. Further updates would follow the second consultation meeting.

15.4 Councillor Cocker provided an update on the results of the fund raising activities of the Earby & District section of the Royal British Legion through the annual Poppy Appeal and Shop. The Town Council's Remembrance Service to be held at Sough Park's War Memorial on Sunday 9th November was well attended despite the adverse weather and the Poppy Shop continued to be a huge success. Councillor Cocker thanked the council for its continuing support through donation and use of the building.

16. Finance

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

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

16.3 Council resolved to donate the sum of £1,500 to the Earby Events Group towards the organisation and expenditure of the 2025 Christmas Market as provided for in the budget (Proposed SW, 2nd TH).

16.4 Council resolved to donate £530 to the Earby Brass Band towards replacement waterproof clothing for its ten band members (Proposed DA, 2nd AI).

16.5 Council resolved to donate £745 + VAT to the 2026/2027 Free Swimming Scheme organised by Pendle Leisure Trust providing primary school aged children in Pendle the opportunity to swim safely in a supervised environment during the five school holiday periods in designated sessions running Monday to Friday (Proposed DA, 2nd VC).

16.6 Council were informed of the intention to purchase a land auger - being more cost effective than currently hiring a device for fencing installations at various locations.

16.7 Council noted, and Cllr Anderson signed this month's reconciliation report between the bank account and the Council's accounting software.

17. Budget 2026/27

17.1 Council received an update from the Responsible Finance Officer (RFO) on the process being undertaken in determining the Budget for 2026/2027. There were a significant number of unknown variables being considered presently and a fuller picture would be available in the next few weeks after the HM Government's Budget on Wednesday.

17.2 Consequently, a recommendation from the RFO on the Precept amount required for the 2026/2027 Financial Year for the Town Council to meet its service delivery obligations will be presented at the next meeting.

18. Next Meeting Date

The next meeting is provisionally scheduled for **Monday 26th January 2026**

An agenda will be published online in advance of the meeting to confirm it taking place.

19. Meeting Close

The meeting was closed at 21.45 hrs and Cllr Hardman thanked all present for their attendance and contribution.