



EARBY TOWN COUNCIL



Chair: Cllr T. Hardman
The Parish Rooms, Victoria Road,
Earby, Barnoldswick, Lancashire. BB18 6US
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Meeting of Earby Town Council Monday 26th January 2026 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.

Council to note the resignation of Councillor N. Goodman.

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. Minutes

To accept and approve as accurate records, the minutes of the last full council meeting held on [Monday 24th November 2025](#) and an extraordinary meeting held on [Thursday 15th January 2026](#).

6. Public Participation

To adjourn the meeting to allow for members of the public to be offered the opportunity to address council on any subject. Members of the public will be invited to speak, or their letters read out, on one occasion each, up to a maximum duration of three minutes or at the discretion of the Chair.

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.

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 and inspection.

7.3 Grounds maintenance.

7.4 Renewables Project.

7.5 Transfer of Assets from Pendle.

7.6 Cemetery Road undesignated car park.

7.7 Football Pitch Management.

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 and the outstanding payment of invoices.

10. Pride of Place Impact Fund

To receive an update on the progress of project proposals made to Pendle Borough Council for a proportion of the funding allocated to the Borough from central government under the Pride in Place Impact Fund. See Minutes of [Thursday 15th January 2026](#) for more information.

11. Correspondence

11.1 To note a letter of thanks to council from the Royal British Legion for financial support and use of facilities for the annual Poppy Appeal.

11.2 To note a letter of thanks to council from the Earby Events Group for financial support and use of facilities for their community events during 2025.

11.3 To note a letter of thanks to council from the Earby Brass Band for the provision of new outdoor jackets for its members.

12. Tree Surveys

To receive an update on the proposed three-yearly tree survey of council land to assess the condition of mature trees and to resolve to deal appropriately with an Ash tree at Birley Playing Fields reported as dangerous and recently inspected.

13. Festive Lighting

To review the standard of service provided by the Festive Lighting contractor.

14. Planning Applications

There have been no new planning applications received and circulated since the previous meeting which council 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.*

15.1 Earby Events Group (JM).

15.2 Birley Playing Fields Working Group (AI).

16. Finance

16.1 To note the outcome of the Internal Financial Control Review conducted by Cllr Cocker on Wednesday 14th January 2026.

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

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

16.4 To receive an update on the end of Q3 of actual spend against budget.

16.5 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.

17. Budget 2026/27

17.1 To receive a presentation from the Responsible Finance Officer (RFO) on the proposed Budget for 2026/2027, and to consider and approve the same.

17.2 To consider and approve the 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 and achieve its objectives as outlined in the Budget forecast.

18. Next Meeting Date

To note the next scheduled meeting of the Town Council on **Monday 23rd February 2026**
An agenda will be published in advance of the meeting to confirm it taking place.

19. 2026 Meeting Dates

To note the provisional meeting dates of the Town Council for 2026 as follows

Monday 23rd February 2026
Monday 30th March 2026
Monday 27th April 2026
Monday 18th May 2026 (Annual Town Meeting)
Monday 29th June 2026
Monday 27th July 2026
Monday 24th August 2026
Monday 28th September 2026
Monday 26th October 2026
Monday 30th November 2026
Monday 25th January 2027

20. Meeting Close