



# EARBY TOWN COUNCIL



Chair: Cllr T. Hardman  
The Parish Rooms, Victoria Road,  
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## Meeting of Earby Town Council Monday 30<sup>th</sup> March 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.

#### 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 an accurate record, the minutes of the last full council meeting held on [Monday 26<sup>th</sup> 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 Cemetery Road undesignated car park.
- 7.4 Football Pitch Management.
- 7.5 Grounds Maintenance and Pole Planters.
- 7.6 New Road Bench.
- 7.7 Energy Tariffs.

## **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, plots becoming available this season and the development of new plots.

## **10. Pride of Place Impact Fund**

To receive an update on the outcomes of decisions made by the Executive Committee of Pendle Borough Council on the allocation of monies for Earby projects under the Pride in Place Impact Fund. This follows the submission of project proposals from the Town Council at the meeting on [Thursday 15<sup>th</sup> January 2026](#), and the subsequent meeting of the PBC Executive Committee on [Thursday 19<sup>th</sup> March 2026](#). At the time of writing, the Minutes from that meeting containing the detail, dates, funding amounts and conditions are not available to the Town Council for inclusion in this agenda.

It is understood that the Earby projects supported by the Executive Committee are as follows:

- 10.1 Rushton Avenue playground resurface
- 10.2 Birley Playing Fields new footbridge across Wentcliffe Beck to improve accessibility

- 10.3 Sough Park changing rooms and toilet refurbishment (not proposed by the Town Council)
- 10.4 Sough Park drainage to Football Pitch (not proposed by the Town Council)
- 10.5 Contribution to Kelbrook play area improvements (not proposed by the Town Council)
- 10.6 Refurbishing the Station Hotel public toilet
- 10.7 Refurbishment to the facilities at the Hill Top Recreation ground to enable its public use
- 10.8 Proper seats installed at the Earby bus station shelter (not proposed by the Town Council)
- 10.9 Planting and landscaping on the former railway embankment on Colne Road/Skipton Road
- 10.10 Refurbish the upstairs room to create a community space at Earby Town Council

Should the necessary information be received for the meeting, Town Council members are;

- 10.11 To resolve which of the projects supported by PBC are to proceed with or otherwise,
- 10.12 To resolve to allocate the required match funding where sought,
- 10.13 To resolve to determine how unsupported projects which were given higher priority by members of the town council are to be funded and delivered.

## 11. Correspondence

To review any items of correspondence requiring the attention and direction from council members.

## 12. Town Centre CCTV Infrastructure

To receive a presentation from the Town Manager on the current state of the seven town centre CCTV cameras and microwave link infrastructure which connects the video feed to the Blackburn With Darwen CCTV Control Room, itself closely linked to Lancashire Constabulary communications hub.

12.1 To resolve to determine a way forward in maintaining and improving the quality and extending the coverage of the system for continued public safety and crime detection.

## 13. Internal Auditor

To receive an update on the commencement of the audit process for the financial year 2025/2026

## 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 resolve to approve the Payment List, as circulated.

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

16.3 To receive an end of Financial Year briefing on actual spend v the 2025/2026 Budget.

16.4 To approve the expenditure of £704 + VAT replacing worn equipment at Rushton Avenue playground – the swing basket and chains.

16.5 To approve a donation to the Earby Cricket Club towards their crowd funding initiative in raising funds towards replacement screens and the refurbishment of the clubhouse.

16.6 To note the allocation of £12,200 from the Legacy Fund from Pendle Borough Council.

16.7 To note the Council's current Direct Debit list on commencing the new financial year.

16.8 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. Next Meeting Date

To note the next scheduled meeting of the Town Council on **Monday 27<sup>th</sup> April 2026**

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

## 18. Meeting Close