



EARBY TOWN COUNCIL



Chair: Cllr T. Hardman
The Parish Rooms, Victoria Road,
Earby, Lancashire. BB18 6US
Tel: 01282 844965
email: clerk@earbytowncouncil.gov.uk
website: <https://www.earbytowncouncil.gov.uk/>

Meeting of Earby Town Council
Monday 27th April 2026
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 and T. Dickinson were present. Apologies were received from Cllr S. Wadsworth and accepted.

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. Minutes

Council resolved to accept and approve the minutes of the last full council meeting held on [Monday 30th March 2026](#) and an extraordinary meeting held on [Tuesday 14th April 2026](#). as accurate records (Proposed AI, 2nd JM).

6. Public Participation

There was no public presence at the meeting.

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 the completion of plastering to the upstairs community space ahead of loft insulation, decorating, new flooring tiles and the refitting of the kitchen and two toilets.

7.2 All the council's playgrounds continue to be inspected weekly with graffiti and litter being removed at each visit. One of the two items of playground equipment requiring immediate replacement had been completed with the other on order. The play surface at Rushton Avenue was due to be repaired during the week and plans were being made to jet wash all the playground sites for the summer. The installation of new perimeter fencing was underway at Hill Top Recreation ground now that the weather had improved.

7.3 Council was updated on communication with PBC about the transfer of assets, a decision on which assets were being offered to the Town Council was expected from PBC Executive on 28th May 2026. The Town Council has sought information on four sites for its consideration.

7.4 The new regime in place for maintaining the turf at the two football pitches owned by the town council continues to show visible improvement, with close co-ordination between the town council, football club and the grounds team proving positive. Cutting and line marking at the Springfield pitch has now commenced. Consideration of closing the access entrances to the public when not in use by the football club was rejected and alternative solutions would be explored to dog fouling on the playing surface and excessive turf wear of the goal mouths due to general use.

7.5 A brief update was provided on the plans to install the pole planters by the end of May and the hire of a cherry picker again to facilitate the task. Flags had been in place on the high street this past week for St Georges Day and would be removed soon.

7.6 The Town Manager identified the requirement for renewed signage at all Council owned sites to clearly identify ownership responsibility and contact details, restrictions of use and the sites that were protected by Public Space Protection Orders. This would be delivered on a rolling basis to address out of date information, faded and illegible signage.

8. Crime Prevention/Anti-Social Behaviour

Members discussed recent disorder and anti-social behaviour at premises on Victoria Road and were reassured that the correct agencies had been made aware.

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. Refurbishment and reallocation of available plots was ongoing with significant works being necessary at the Rostle Top site this summer.

10. Pride in Place Impact Fund

There was no new information available about the fund and the council awaits details of the phase 2 funding application process for consideration.

At the last meeting council resolved that no applications were to be made under phase 1 as a requirement to match fund a majority amount from its reserve funds precluded it.

11. Correspondence

Correspondence had been received from HM Valuations Office and dealt with.

12. Town Centre CCTV Infrastructure

Council received a presentation from the Town Manager/RFO on funding options to progress improvements to the Earby Town Council owned Town Centre CCTV system comprising seven CCTV cameras and microwave link infrastructure connecting the video feed to the Blackburn With Darwen CCTV Control Hub, itself closely linked to the Lancashire Constabulary communications hub.

The system was transferred to the Town Council in 2019 from Pendle Borough Council who now have no role in its operation. The annual expenditure incurred by the Town Council includes ~£1,800 electricity costs and ~£6,200 for a monitoring and minor maintenance annual fee from Blackburn With Darwen Borough Council. The majority of the technology and equipment employed pre-dates 2019 and whilst operational, is of low quality and highly sensitive to environmental conditions.

Following an unsuccessful project proposal to the Pride In Place Impact Fund, an alternative route to funding an upgrade of the microwave network infrastructure, network video recorder and associated costs amounting to £27K would now be pursued. In addition, funding for new cameras and transmission equipment at the Station Hotel bus terminus/Public Toilet and Hill Top Recreation ground amounting to £12K have been identified from the existing budget through virement.

12.1 Council resolved to approve expenditure on the CCTV network upgrade and two new camera installations (deferring a decision on new cameras initially proposed at Cemetery Road and the green at Aspen Lane) (Proposed DA, 2nd AI).

13. Art Display in Community Room

Council welcomed and approved a request from Pendle Artists to provide a week-long display of their work in the Community Rooms during June or July 2026 (date to be determined). (Proposed JM, 2nd VC).

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 updated the meeting on the activity of the Earby Events Group in relation to their **'Time Travellers' event on Sunday 18th May 2026** on the village green at Aspen Lane. Planning was well underway and posters and social media advertisements were published.

15.2 Cllr Hardman updated council on progress in securing design options and costings for a new playground at the existing Birley Playing Field playground site. A meeting would be scheduled for the Working Group during the May half term holiday.

16. Finance

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

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 received an end of Financial Year briefing on actual spend v the 2025/2026 Budget. Council had met its financial obligations on budget once again with robust financial management and continuous improvement in obtaining value for public money. £11,745 of earmarked funds had been utilised during the year whilst enhancing assets across the town with over £46,000 of direct investment.

16.4 Council considered and approved the realignment of Earmarked Reserve funds set aside for the forthcoming financial year, in association with the 2026/2027 Budget to accommodate the investment in CCTV at item 12 above. The installation of public EV chargers on the council office car park would be put back a year. Additionally, the allocation of £12,200 from the PBC

Legacy Fund meant that the 2026/27 Budget was amended to reflect the changes and approved (Proposed TH, 2nd JM).

16.5 Council approved the expenditure of £2,400 (+ VAT) on new floor coverings to the upstairs community room, toilets and kitchenette (Proposed TH, 2nd JM).

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

17. The Annual Town Meeting (open public meeting)

Council scheduled this year's **Annual Town Meeting** which would be held at the Town Council offices, Victoria Road at **6.30pm on Wednesday 27th May 2026** where attendees will receive the Chair's Report of council activity in the previous year, forthcoming plans, and residents and local business owners will have the opportunity to raise issues relating to town council services, local policing or other community matters.

18. Next Meeting Date

Council noted the next scheduled meeting of the Town Council is **Monday 18th May 2026** which will be the Annual Meeting of the Town Council (not to be confused with the above). An agenda will be published in advance of the meeting to confirm it taking place.

19. Meeting Close

The meeting was closed at 20.40 hrs and Cllr Hardman thanked all present for their attendance and contribution.