



EARBY TOWN COUNCIL



Chair: Cllr T. Hardman
The Parish Rooms, Victoria Road,
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Meeting of Earby Town Council Monday 29th June 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.

Item 18

5. Minutes

To accept and approve as an accurate record, the minutes of the last full council meeting held on [Monday 18th May 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 Grass cutting, Pendle Borough Council.

7.4 Football Pitch Management.

7.5 Pole Planter installation.

7.6 Railings at the Holiday Hostel.

7.7 Equipment storage facilities and office rearrangement.

8. Crime Prevention/Anti-Social Behaviour

To report on any issues of concern and matters for the attention of the local police team.

- Fly-tipping and damage at Hill Top Recreation Ground
- Criminal Damage, Anti-Social Behaviour and Graffiti at Rushton Avenue Playground and Birley Playing Field Playground.

9. Allotments

To receive an update on the management of the Council's five allotment sites - plots allocated, others becoming available, the development of new policy and enforcement regime.

10. Pride In Place Impact Fund (PIPIF)

Following notification from Pendle Borough Council of the receipt of Phase 2 PIPIF funds from central government, and of the Executive's approval to transfer land at the former Railway Embankment on the A56 to the Town Council, Council to consider whether to resolve to

10.1 Approve to proceed with an application for transfer of the land identified in the supplied Land Registry Title Plan, commence engagement with the solicitor and take responsibility for the site.

10.2 Approve the submission of an application for PIPIF phase 2 funding for redevelopment of the site as proposed and outlined by Cllr Wadsworth, seconded by Cllr Anderson (Bid amount £33,000)

10.3 Acknowledge the requirement for long term Revenue Funding to manage the site as required, as yet unspecified, to be determined in budget setting from 2027/2028.

10.4 Approve the submission of an application for PIPIF phase 2 funding for the installation of an accessible footbridge across Wentcliffe Beck at Birley Playing Fields to the playground site, proposed by Cllr T. Hardman, seconded by Cllr A. Inman (Bid amount £25,000)

10.5 Approve the submission of an application for PIPIF phase 2 funding towards the completion of the upstairs community room at the council offices proposed by Cllr T. Hardman, seconded by Cllr A. Inman (Bid amount £9,000). Outstanding work includes insulation, flooring, toilets and kitchen replacement, decoration and furniture.

11. Correspondence

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

11.1 Dark Lane - recording of a public right of way on the Definitive Map.

11.2 Stronger Together to Stop Calderdale Wind Farm – potential for transport of materials by HGV along the A56.

11.3 Noise and anti-social behaviour complaint.

12. Legacy Fund

To resolve to approve the allocation of the Town Council's share of the distribution of £500K of a Legacy Fund managed by PBC. £250K of which is allocated to the Area Committees and the remainder being distributed to Parish and Town Councils on application.

The Town Council can apply to receive £12,200 of this funding which is restricted to one off project(s) that will leave a lasting legacy in the community.

The Responsible Finance Officer recommends that this funding is allocated towards new CCTV camera installations at Hill Top Recreation Ground and the Station Hotel, in support of a wider initiative to improve public safety and detect crime and anti-social behaviour.

Thereby extending the seven town centre CCTV cameras and improving the microwave link infrastructure which connects the imagery to the Blackburn with Darwen CCTV Control Room and allows for direct communication with Lancashire Constabulary communications hub in dealing with incidents.

13. Planning Applications

There have been no new planning applications received and circulated since the previous meeting which council members have sought to debate.

14. 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 (TH).

15. West Craven Area Committee

To resolve to continue or withdraw attendance as Co-Opted non-voting members to the West Craven Area Committee of Pendle Borough Council.

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 resolve to donate funding to the Earby Events Group as a contribution towards the delivery of events in the town (TD/JM)

16.4 To note the discontinued support and availability of spare batteries and pads for the defibrillator brand in use at the bus station. The unit likely to require replacement with a new unit at ~£700+VAT following its next deployment.

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

17. Next Meeting Date

To note the next scheduled meeting of the Town Council on **Monday 27th July 2026**

18. Human Resources

To review the application(s) received for the vacancy of Assistant Town Clerk and to resolve to appoint to the post.

To resolve to approve a contract of employment and pay scale for the successful candidate.

19. Meeting Close