



EARBY TOWN COUNCIL



Chair: Cllr T. Hardman
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Meeting of Earby Town Council
Monday 29th June 2026
The Parish Rooms, Victoria Road, Earby

MINUTES

1. Welcome

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

This followed a site meeting at the former railway embankment on the A56 Colne Road to consider the implications of transferring the land asset to the town council from Pendle Borough Council, with a view to improving its visual amenity.

2. Attendance, Apologies, and non-attendance

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

3. Declarations of Interest

Declarations of interest were notified on the agenda by Cllrs T. Dickinson and A. Inman for item 16.3

4. Exclusion of the public and press

Item 18 was identified as meeting the criteria for exclusion of the public and press.

5. Minutes

Council resolved to accept and approve the minutes of the last full council meeting held on [Monday 18th May 2026](#) as an accurate record (Proposed AI, 2nd TH).

6. Public Participation

One member of the public observed 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.

7.2 All the council's playgrounds continue to be inspected weekly, with graffiti and litter being removed at each visit, particularly at Rushton Avenue and Birley Playing Fields which consistently require the most maintenance and repair.

7.3 The Town Manager was in communication with Pendle Borough Council regarding the frequency of grass cutting at various sites around the town following complaints.

7.4 The new regime in place for maintaining the turf at the two football pitches owned by the town council continues to show notable improvement, with close co-ordination between the town council, football club and the grounds team proving positive. Cutting has now been reduced and line marking suspended for the closed season. Consideration is being given to implementing a range of turf and surface treatments at both sites as the budget permits.

7.5 The flower baskets and swift nest boxes have been installed during the past month. All fifty baskets installed are filled with peat free compost and the watering regime has commenced.

7.6 The Town Manager identified that the justification and necessity to replace a recently damaged footpath railing outside of the Hostel on Birch Hall Road was not met and it did not warrant an application to LCC Highways to request a new installation.

7.7 In anticipation of receiving more equipment to be stored on behalf of the Earby Events Group and a requirement to store it at ground level. Arrangements have been made to provide a storeroom away from the council offices, freeing up office space to accommodate new council office staff.

8. Crime Prevention/Anti-Social Behaviour

Members discussed criminal damage, graffiti and anti-social behaviour at Rushton Avenue playground and were reassured that the correct agencies had been made aware.

Recent criminal damage and fly-tipping at Hill Top Recreation reinforced the council's intention to install CCTV at the site for public safety, crime prevention and detection.

9. Allotments

Council was updated on the management of its five allotment sites. The waiting list had risen to 60+ 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. Two plots had been re-let at Rushton Ave and others were soon to follow at vacant plots at School Lane and Cemetery Road.

10. Pride in Place Impact Fund

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 debated and resolved the following matters;

10.1 Council resolved not to progress an application to transfer the land from Pendle and described as Ref 121 Memorial Gardens, A56 Colne Road. The Land Registry Title Plan for the asset defined a much larger expanse of former railway embankment land opposite the Humble Pie retail premises. The Town Manager was tasked with exploring alternatives to taking on the whole site as defined in the Title Plan (Proposed TH, 2nd AI).

10.2 Council resolved to approve the submission of an application for PIPIF phase 2 funding for improvement of the above embankment site as proposed and outlined by Cllr Wadsworth. (Original bid amount £45,000) (Proposed SW, 2nd DA).

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

10.4 Council resolved to approve the submission of an application for PIPF phase 2 funding for the installation of an accessible footbridge across Wentcliffe Beck at Birley Playing Fields to access the playground site. (Original bid amount £25,000) (Proposed TH, 2nd AI).

10.5 Council resolved to approve the submission of an application for PIPF phase 2 funding towards the completion of the upstairs community room at the council offices. (Original bid amount £9,000). Outstanding work includes insulation, flooring, toilets and kitchen replacement, decoration and furniture. (Proposed TH, 2nd AI).

At a previous 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 - the bids were pended awaiting a determination from central government. Cllr Anderson informed members that unused and unallocated Phase 1 funds would be allocated to projects soon and that £29,000 in underspend was still earmarked for Earby.

10.6 Council resolved to approve the submission of pended applications from Phase 1, noting that the Rushton Ave Playground resurfacing had since been repaired by council for £2,188 and was no longer required (Proposed DA, 2nd AI).

11. Correspondence

Correspondence had been received in relation to the following topics and was brought to the attention of the members. No actions were raised.

11.1 Dark Lane, Earby – the re-defining of a public right of way to the LCC PROW (Public Rights of Way) Definitive Map.

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

11.3 A noise and anti-social behaviour complaint that had since been addressed with the Council's tenant.

12. Legacy Fund

12.1 Council resolved to allocate the Town Council's share of the distribution of £500K of a Legacy Fund managed by PBC to a suitable project that will leave a legacy in the community. (Proposed AI, 2nd SW).

The Responsible Finance Officer recommended that this funding is allocated towards new CCTV camera installations in support of a wider initiative to improve public safety and detect crime and anti-social behaviour.

Thereby extending the existing seven town-centre CCTV camera coverage with links 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 that Members have sought to debate.

14. Reports from meetings with other organisations

15.1 Cllr Dickinson updated the meeting on the activity of the Earby Events Group in relation to their '**Earby Dragons' event on Saturday 8th August 2026** Planning was well underway and posters and social media advertisements would be circulated in due course.

15.2 Cllr Hardman updated members on progress in securing design options and costings for a new playground at the existing Birley Playing Field playground site. Meetings had been arranged for the 8th and 21st July with suppliers to progress the project.

15. West Craven Area Committee

Cllr Inman updated members on her recent experience attending the last WCAC meeting.

15.1 Despite reservations, council resolved to continue its representation as a Co-Opted non-voting member of the West Craven Area Committee of Pendle Borough Council (Proposed DA, 2nd TD).

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 approve a donation of £1,500 to the Earby Events Group in support of their work for the community and delivery of events (Proposed TH, 2nd DA).

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

17. Next Meeting Date

Council noted the next scheduled full meeting of the Town Council is **Monday 27th July 2026** An agenda will be published in advance of the meeting to confirm it taking place.

18. Human Resources

18.1 Council resolved to appoint Mrs Joanne Pearson to the vacancy of Assistant Town Clerk.

18.2 Council resolved to approve a standard NALC contract and pay scale for the post holder together with a three-month probationary period.

Mrs Pearson, formerly of the Yorkshire Bank and Barnoldswick Town Council, was invited back to the meeting and was warmly welcomed to the council.

19. Meeting Close

The meeting was closed at 21.30hrs and Cllr Hardman thanked all present for their attendance and contribution.