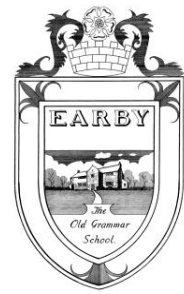


# EARBY TOWN COUNCIL



Chairman: Chris P. Tennant  
Clerk: Mrs Katie Jeffreys. The Parish Rooms, Victoria Road,  
Earby, Barnoldswick, Lancashire. BB18 6US  
Telephone: 01282 844965 Email: [clerk@earbytowncouncil.org.uk](mailto:clerk@earbytowncouncil.org.uk)  
Website: [www.earbytowncouncil.org.uk](http://www.earbytowncouncil.org.uk)

**SUMMONS to a meeting of EARBY TOWN COUNCIL to be held on Monday 30<sup>th</sup> November 2020 at 7.30pm via a remote platform in line with the Coronavirus Act 2020.**

This will be a virtual meeting on Zoom  
To log in please use:  
Meeting ID: 884 4691 5821  
Password: 765055

One tap mobile  
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+441314601196,,88446915821#,,,,,0#,765055# United Kingdom  
Dial by your location  
+44 203 901 7895 United Kingdom  
+44 131 460 1196 United Kingdom  
+44 203 051 2874 United Kingdom  
+44 203 481 5237 United Kingdom  
+44 203 481 5240 United Kingdom

Members of the public are welcome to access this meeting.

You are summoned to attend an ordinary meeting of the Full Council in accordance with schedule 12 para.10(2) (b) of the Local Government Act 1972 to be held via Zoom on the above date and time.

If you are unable to attend, it is important that your apologies and reason is passed to the Clerk prior to the meeting.

Details of business to be transacted at the meeting will be shown below.

## **AGENDA**

Please be aware that meetings open to the public 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 Chairman may ask people to stop recording and leave the meeting if they act in a disruptive manner.

**1. Welcome**

The Chairman welcomes all to the meeting at 7.30pm.

**2. Attendance, Apologies and Non-Attendance**

To record, accept, or otherwise, attendance, apologies for absence and non-attendance.

**3. Declarations of Interest/s**

Members are reminded of the legal requirements concerning the declaration of interests; **a member must declare a pecuniary interest which he/she has in any agenda item.**

A Member with a pecuniary 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, it is suggested that a Member with a pecuniary interest leave the room where the meeting is held while any discussion or voting takes place.

**4. Public discussion**

Meeting adjourned to allow for members of the public present to be offered the opportunity to address council on any relevant subject not already on the agenda.

**Any questions for Council requiring a detailed answer should to be sent via post or email to the Clerk one week before the meeting.**

**5. Minutes**

To accept and approve as an accurate representation, the minutes of the previous meeting held on Monday 26<sup>th</sup> October 2020.

**6. 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.

**7. Update of ongoing issues from previous minutes**

For information only, a verbal update from Clerk and Councillors on any matters from the previous minutes.

**8. Friday Surgery**

Cllr Cocker to bring to Councils' attention items of special note (Friday surgeries suspended due to Covid 19)

**9. Police business**

To report on any issues of concern and forward anything of importance to the local police team.

**10. Correspondence**

To receive for information purposes items received since the last meeting that have not already been dealt with by the Clerk or appear on the agenda.

**11. Planning: to consider and comment on the following:**

**Applications**

Town and Country Planning Act 1990

APPLICATION: 20/0620/FUL

PROPOSAL: Full: Conversion of part of barn to dwelling house.

AT: White House Barn Salterforth Road Earby

FOR: Miss Samantha Harrison

CONSULTATION

Deadline: Please send me your comments by: 25th November 2020 (Circulated via email)

Town and Country Planning Act 1990

APPLICATION: 20/0722/HHO

PROPOSAL: Full: Erection of single storey garden room extension to side of existing detached garage

AT: Mill Brow Barn Mill Brow Road Earby

FOR: Mr Bruce Meldrum

CONSULTATION

Deadline: Please send me your comments by: 4th December 2020

### **Appeals**

Appeal Ref: APP/E2340/W/20/3254764  
Land to the rear of 21-25 Duxbury Street, Earby BB18 6RG

#### **To note the delegated list.**

The latest list has been circulated by the clerk to all councillors via email. Council will discuss items pertinent to Earby and the Clerk to be notified should a Councillor wish to highlight a decision for such discussion. **If none the list will be deemed to be accepted.**

#### **12. Reports from meetings with other organisations**

To receive for information purposes, verbal or written reports from Councillors or the Clerk on any such meetings they have attended. **These should be notified to the Clerk in advance of the agenda so that they can be listed;** in the case of written reports, so that they can be circulated to Councillors prior to the meeting.

#### **13. Finance**

To approve the payment list, as circulated.

#### **14. 20/0374/FUL Planning Decision Notice**

- a) That Council agree the materials and finishes to be used on the walls, roof, windows and doors of this development and submit them to the Pendle BC Planning department for approval, and that it also delegate consent to the Clerk and Chairman to agree variations should the Council choices not be acceptable to the local planning department.
- b) That upon receipt of the above approval the Clerk be authorised to seek quotations/tenders for these works.
- c) That the Clerk contact the local Planning department to gain "Building Control" approval for this development

#### **15. Proposed purchase of land**

That Council write to Barnfield Construction Ltd to enquire if they would be willing to enter into discussions about the sale of the area of land (identified with black diagonal lines on the previously circulated plan) to this Council, with the proposed use of the land being either the creation of new allotments, a community tree planting scheme or both.

#### **16. Hostel**

Council to discuss and decide upon a proposed four-month rent-free period due to the significant financial impact of the Covid19 pandemic.

#### **17. Amendment to allotment agreement**

Council to approve the following amendment to the allotment agreement;  
'That an allotment tenant who moves to the fringes of the Parish of Earby shall be allowed to continue their tenancy, provided that they have been the tenant of the same plot for a period of at least two consecutive years, and that the existing policy of no new tenants from outside the Parish area remains unchanged.'

#### **18. Allotment tenant request to re-site fencing**

Council to consider and approve, or otherwise, an allotment tenant's request to re-site the fencing on their plot in order to make it the same size as the adjoining plot, for which they are being charged the same amount.

**19. Front Office/Finance**

That Council approve the construction and funding for a small mezzanine (1.5m x 3.2m) on the rear wall of the ground floor of the front office for the storage of the festive Xmas trees, and that if approved the construction of the mezzanine take place ASAP – ideally while the Xmas trees are out on the shops this Christmas.

**20. Unauthorised alterations to the ground levels at New Cut beck**

That Council write to the head of Environment Agency (E.A) Leeds Office expressing its grave concerns regarding the raising of the ground levels on the beck-side of New Cut beck associated with the redevelopment of the former Wardle Stores Office North block. This work has taken place without the consent of the EA or the approval of the Local Planning Authority. Council has been forced to resort to this action because of the lack of enforcement action from any of the Authorities it or its members have raised the matter with to date. And also, because these alterations if left unremedied will result in the flood water levels in and around the Bus Station area been raised during an over topping of Wentcliffe beck. This unauthorised work will also inevitably have raised the flood risk level affecting the Town Councils properties which are directly adjacent to both New Cut beck and the Victoria Road bus station. It is also proposed that a copy of this letter be sent to the MP, LFRA at Lancashire County Council and the Council insurers Zurich Ltd, and that they all be asked if they can offer any advice to Council on how to remedy this serious increase in flood risk to its property by a third party.

**21. Re-calculation of allotment charges**

Council to approve the re-calculation of the allotment rates as previously circulated by Cllr Hampson.

**22. Confirmation of meeting dates**

Council to confirm the meeting dates for the remainder of this financial year as follows;

4<sup>th</sup> January 2021  
25<sup>th</sup> January 2021  
22<sup>nd</sup> February 2021  
29<sup>th</sup> March 2021

**23. Conclusion of Audit**

Council to note the of the conclusion of audit for the 2019-20 financial year.

**24. Garden tenancy request**

Council to discuss the request received from a resident to lease a piece of land at the Croquet Club. (Aerial photo of land in question previously circulated – rough size 90sq.m. as provided by resident)

**25. Servicing of fire alarm and emergency lighting**

Council to discuss the requirement and decide upon the appropriate action to appoint a contractor to service the fire alarm and emergency lighting at the Parish Rooms and the Hostel.

The next meeting will be held on **Monday 4<sup>th</sup> January 2021 at 7.30pm** via Zoom.

DATED: 24<sup>th</sup> November 2020

Clerk & RFO:

K. Jeffreys