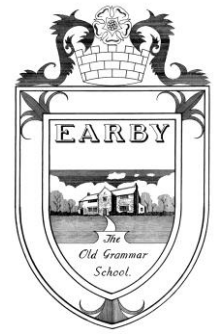


EARBY TOWN COUNCIL



Chairman: [Chris P. Tennant](#)
Clerk: Mrs Katie Jeffreys. The Parish Rooms, Victoria Road,
Earby, Barnoldswick, Lancashire. BB18 6US
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Minutes of the meeting of EARBY TOWN COUNCIL held on Monday 30th November 2020 at 7.30pm via a remote platform in line with the Coronavirus Act 2020.

1. **Welcome**

Chairman Cllr Tennant formally opened the meeting.

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

Attending Cllrs: C Tennant, V Cocker, C Carter, S Hartley, J Myers. K Jeffreys as Clerk.

Apologies: M Horsfield.

Non-Attendance: P Hampson.

3. **Declarations of Interest/s**

V Cocker – Repayment under finance.
K Jeffreys – Payments under finance.
C Tennant – Payments to employer.

4. **Public discussion**

None present.

5. **Minutes**

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

The minutes were accepted and approved and will be signed by the Chairman.

Proposed: VC

Seconded: CC

Unanimous (SH withheld as was not in attendance on the 26th October.)

6. **Exclusion of the public and press**

None present.

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

Council would like to thank MP Andrew Stephenson for his help in obtaining permission from Lancashire County Council to repair the collapsing culvert. This work has now started and will mean that the area can be made safe.

8. **Friday Surgery**

No surgeries have been held due to the Covid19 pandemic.

9. **Police business**

There were reports of groups of children attempting to cause damage to the Christmas tree. The CCTV camera has now been fixed on the tree and local police teams have been made aware. This is now being monitored.

There have been recent scam messages circulating on mobile phones and emails, a news post has been created on the Town Council website.

10. **Correspondence**

A complaint has been raised with the planning department at Pendle Borough Council in relation to the scrap yard on Skipton Road. The details are as follows:

Town & Country Planning Act

Re: Alleged unauthorised operation of scrap vehicle storage business.

Location: Land To The West Of 28 Skipton Road Earby

Case Ref: PLE/20/1141

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)

Comment of No Objections sent via email prior to deadline.

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

No Objections

Proposed: CT

Seconded: VC

Unanimous

Appeals

Appeal Ref: APP/E2340/W/20/3254764

Land to the rear of 21-25 Duxbury Street, Earby BB18 6RG

Noted

Delegated list noted, including the application for trees at the Old Grammar School.

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

None.

13. **Finance**

Council approve the payment list with additions.

Proposed: CT
Seconded: VC
Unanimous

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

Council agree to the list of the materials with the addition of brown upvc windows since the existing aluminium windows cannot be re-used.

Council delegate authority to the Clerk, Chairman and Vice-Chairman to work with Pendle Borough Council to agree these materials, to create a specification for the plans and to obtain quotes for the work required.

Council are awaiting confirmation from Pendle Borough Council on the requirement for building control. Once this is clear, authority is delegated to the Clerk and Chairman to obtain permission (if required).

Proposed: CT
Seconded: VC
Unanimous

15. **Proposed purchase of land**

Council to 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.

Proposed: CT
Seconded: JM
Unanimous

16. **Hostel**

Council grant a four-month rent-free period for the hostel due to the significant financial impact of the Covid19 pandemic.

Proposed: VC
Seconded: CC
Unanimous

17. **Amendment to allotment agreement**

Council 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.'

Proposed: VC
Seconded: CC
Unanimous

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

Council considered the allotment tenant's request to re-site the fencing on their plot in order to make it the same size as the adjoining plot. A policy decision was made at a previous meeting to not re-let any of the plots as hen

pens once they had become vacant, by moving the fence this incorporates part of another plot, unfortunately the request was not accepted.

Proposed: CT
Seconded: VC
Unanimous

19. Front Office/Finance

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.

Council delegate authority to the Chairman to obtain quotes for this work.

Proposed: CT
Seconded: CC
Unanimous

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

Council to write to the head of Environment Agency (E.A) Leeds Office expressing it's 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 Stories 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 and those of YouCad and Musafirs restaurant, which are directly adjacent to both New Cut beck and the Victoria Road bus station. In addition, a copy of this letter is to 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.

Proposed: CT
Seconded: JM
Unanimous

21. Re-calculation of allotment charges

This item will be brought back to a future agenda.

22. Confirmation of meeting dates

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

4th January 2021
25th January 2021
22nd February 2021
29th March 2021

Agreed and noted.

23. Conclusion of Audit

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

24. Garden tenancy request

Council discussed 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). This was approved at a cost of £75.00 per annum, in line with other garden tenancies in the area. Council delegate authority to contact the resident to obtain information on what this land will be used for and if an allotment agreement or a garden tenancy agreement would be more appropriate.

**Proposed: CT
Seconded: CC
Unanimous**

25. Servicing of fire alarm and emergency lighting

Council discussed the requirements to appoint a contractor to service the fire alarm and emergency lighting at the Parish Rooms and the Hostel. It was decided that these would be moved back to be supervised and controlled by Keybury Security Systems as this is the company that has previously worked with the system and that also monitor the intruder alarm system.

**Proposed: VC
Seconded: JM
Unanimous**

The meeting closed at 20:32pm

The next meeting will be held on **Monday 4th January 2021 at 7.30pm** via Zoom

DATED: 1st December 2020

Clerk: K Jeffreys

SIGNED AND APPROVED:

Chairman: C. Tennant