

## Minutes of Meeting 21<sup>st</sup> January 2025

**Present:** Cllr. Mr T. Butterfield, Cllr. Mr J. Metcalfe, Cllr. Mrs A. Pickering, Cllr. Mrs S. Hutchinson, Cllr. Mrs D. Perrin (arrived 7.23pm), Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mrs L. Willighan, Boro. Cllr. Mr B. Newman

**Absent:** Co. Cllr. Mr H. Hartley

**Vacancies:** 2

**Members of the Public Present:** 2

No	Minute Heading	Action
6025	<b>Election of Chairperson and Welcome</b> <ul style="list-style-type: none"> <li>• Cllr Metcalfe proposed Cllr Butterfield as Chairperson, this was seconded by Cllr Hutchinson and agreed by all. Declaration was signed before welcoming Councillors and members of the public to the meeting</li> </ul>	
6026	<b>Declaration of Councillors Interests / Code of Conduct</b> <ul style="list-style-type: none"> <li>• No interests were declared this month</li> </ul>	
6027	<b>Minutes of the last meeting</b> <ul style="list-style-type: none"> <li>• Minutes of the Council meeting, held on Tuesday 19<sup>th</sup> November 2024 were signed by the Chair as a true and accurate record, (Proposed by Cllr Metcalfe, seconded by Cllr Hutchinson and agreed by all)</li> </ul>	
6028	<b>Councillor Vacancies (2)</b> <ul style="list-style-type: none"> <li>• DW attended the meeting still expressing an interest in co-option. After discussion, Cllr Pickering proposed co-option, seconded by Cllr Metcalfe and agreed by all. Welcome Councillor Wood to Higham Parish Council</li> <li>• No other interest received. Will continue to advertise the vacancy</li> </ul>	
6029	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>• 24/0703/HHO Full: Erection of a two storey rear extension At: 5 Acres Brook Road, Higham Comments by 3<sup>rd</sup> February 2025</li> <li>• 24/0857/FUL Full: Change of use of land to be used as a shooting club including formation of Earth Bund at end of existing track and the creation of car parking area on existing yard At: Hunters Holme, Grove Lane, Higham Comments by 10<sup>th</sup> February 2025 <i>After discussion it was agreed to object to this application on the grounds of it being in a Greenbelt area surrounded by well used footpaths / bridlepaths, the impact it will have on wildlife and noise pollution</i></li> <li>• 24/0717/HHO Full: Erection of a timber fence to Barrowford Road Boundary At: 1 Fir Trees Grove, Higham <i>Ongoing dispute, fence is still not at the agreed height level and the application has been marked as completed in error</i></li> </ul>	<p><i>No comments or concerns at this time</i></p> <p><i>Clerk to arrange objection letter</i></p> <p><i>In hand with the Planning, Economic Development &amp; Regulatory Services Manager</i></p>

6030	<b>Finance</b> <ul style="list-style-type: none"> <li>• Payments for expenditure considered and agreed by all</li> <li>• Budget for 2025/2026 and precept were proposed and agreed</li> </ul>	
6031	<b>Clerk's Report and Correspondence</b> <ul style="list-style-type: none"> <li>• The report was distributed before the meeting</li> </ul>	
6032	<b>Barrowford &amp; Western Parishes Committee</b> <ul style="list-style-type: none"> <li>• Cllr Perrin attended the BWP meeting and provided an update</li> </ul>	
6033	<b>Borough Councillors Report</b> <ul style="list-style-type: none"> <li>• No report this month</li> </ul>	
6034	<b>County Councillors Report</b> <ul style="list-style-type: none"> <li>• No report this month</li> </ul>	
6035	<b>Village Hall Committee Report</b> <ul style="list-style-type: none"> <li>• Clerk provided an update and it was agreed to swap storage cupboards at the close of the meeting to aid the Village Hall Committee</li> </ul>	
6036	<b>Village Maintenance Update</b> <ol style="list-style-type: none"> <li>Playground – painting of the benches is still in hand with the Lengthsman. Cllr Wood will take over the playground inspection going forward</li> <li>Public Right of Way works – works still in hand with the Lengthsman</li> <li>Biodiversity project – RG to continue to maintain the biodiversity area</li> <li>Speeding – Clerk to speak to Co Cllr Hartley for update from the Highways team</li> <li>Bus shelter - Cllr Butterfield / Cllr Perrin will speak to SG regarding repair and maintenance</li> <li>LBKV – will not be entering this year, however, to raise for input/ideas at the Annual Village Meeting for possible entry in 2026</li> <li>Cophurst – ground is still very boggy underfoot – to be added to Lengthsman jobs list</li> <li>Croft Lane – Lengthsman still needs to look at the gate and ensure it closes flush to the post and Clerk to order a new 'no through road' sign</li> </ol>	<i>Clerk to email LCC to enquire on further grants for footpath/grounds maintenance works</i>
6037	<b>Parish Matters</b> <ul style="list-style-type: none"> <li>• Seniors Christmas Party – Thanks were expressed to Cllr Willighan for all the hard work in making this year's party a success. To add to October Agenda to consider changes to next year's set up</li> <li>• Spout Magazine – Awaiting delivery of next edition. The cost per order has increased by 5.5%</li> <li>• CCTV – a discussion was held on the CCTV and its effectiveness. Cllr Metcalfe to obtain a quote for more cameras</li> <li>• Fly-tipping – Email PCSO Fielding to speed up removal</li> <li>• Litter on the A6068</li> </ul>	<i>Clerk to email highways and report</i>
6038	<b>Items for next Agenda:</b> <ul style="list-style-type: none"> <li>• Councillor Vacancy</li> <li>• Speeding</li> <li>• Bus shelter (rotting base)</li> <li>• CCTV</li> </ul>	
6039	<b>The date of the next meeting:</b> <ul style="list-style-type: none"> <li>• Tuesday 18<sup>th</sup> February 2025 at 7pm</li> </ul> <p>~~~~~</p> <ul style="list-style-type: none"> <li>• Meeting closed at 8.33pm</li> </ul>	

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