

## Minutes of Meeting 19<sup>th</sup> August 2025

**Present:** Cllr. Mrs D. Perrin, Cllr. Mr T. Butterfield, Cllr. Mrs A. Pickering, Cllr. Mr D. Wood, Cllr. Mrs S. Hutchinson, Co. Cllr. Mr H. Hartley, Boro. Cllr. Mr B. Newman, Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mr J. Metcalfe, Cllr. Mr M. Metcalfe

**Vacancies:** 1

**Members of the Public Present:** 0

No	Minute Heading	Action
6129	<p><b>Welcome and Public Questions</b></p> <ul style="list-style-type: none"> <li>• Cllr Hutchinson proposed Cllr Perrin as Chairperson, this was seconded by Cllr Butterfield and agreed by all. Cllr Perrin opened the meeting and welcomed all in attendance</li> <li>• Cllr Hutchinson was approached by a concerned resident regarding the dumping of garden rubbish into the field near Pendle View</li> <li>• It has been brought to our attention that vapes, cylinders and bottles are being discarded in Acres Brook and the surrounding fields. Cllr Pickering will take photos for a post on facebook and a notice to be placed in the next edition of the spout magazine</li> <li>• An email complaint was received from a local resident regarding wagons using Stump Hall Road/Back Lane as either a cut through or via diversion from their Sat Navs. Clerk to email LCC highways to see if a sign could be placed at the entrance to Guide Lane to warn wagons/large vehicles away from using the road</li> </ul>	<p><i>Cllr Butterfield and Cllr Wood will investigate and report back</i></p> <p><i>Cllr Pickering to follow up</i></p> <p><i>Clerk to email LCC</i></p>
6130	<p><b>Declaration of Councillors Interests / Code of Conduct</b></p> <ul style="list-style-type: none"> <li>• No interests were declared this month</li> </ul>	
6131	<p><b>Minutes of the last meeting</b></p> <ul style="list-style-type: none"> <li>• Minutes of the Council meeting, held on Tuesday 15<sup>th</sup> July 2025 were signed by the Chair as a true and accurate record, (Proposed by Cllr Butterfield and seconded by Cllr Wood)</li> </ul>	
6132	<p><b>Councillor Vacancy</b></p> <ul style="list-style-type: none"> <li>• No interest shown</li> </ul>	<p><i>Clerk to readvertise</i></p>
6133	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• Payments for expenditure considered and agreed by all -The outstanding CCTV work / camera installation has been completed satisfactorily. Streetcam to continue to monitor for leaves covering the cameras and arrange clearing if necessary -The benefits of renewing the LALC membership were circulated prior to the meeting. It was proposed by Cllr Wood and agreed by all to renew the membership for the remainder of this year</li> <li>• Due to comments raised by the Borough Councillor, Clerk to investigate unitarian funding and the potential consequences for the Parish Council</li> </ul>	<p><i>Clerk to follow up</i></p>

6134	<b>Planning Applications and Decisions</b> <ul style="list-style-type: none"> <li>25/0436HHO/0437LBC Full: Erection of a detached annex at The Old Cart House Higham Hall Road, Higham</li> <li>25/0490/LBC Removal and replacement of front boundary railings at land containing Ashlar House and Ashlar Cottage, Barrowford Road, Higham <i>Comments due 14<sup>th</sup> August</i></li> </ul>	<i>No decision yet</i>  <i>As comments were due before the meeting this application was discussed mid-month by email - all Cllrs happy to support this work, therefore, no comments or concerns at this time</i>
6135	<b>Clerk's Report and Correspondence</b> <ul style="list-style-type: none"> <li>The report was distributed before the meeting</li> </ul>	
6136	<b>Barrowford &amp; Western Parishes Committee</b> <ul style="list-style-type: none"> <li>Cllr J Metcalfe attended the August meeting and Co Cllr Hartley provided an update – however, nothing relevant to Higham this month</li> </ul>	
6137	<b>Village Hall Committee Report</b> <ul style="list-style-type: none"> <li>No meeting was held this month. Still awaiting feedback from the recent grant application. Fundraising is ongoing with dates in the diary for 12<sup>th</sup> September Cheese and Wine event and 11th October Race Night</li> </ul>	
6138	<b>Borough Councillors Report</b> <ul style="list-style-type: none"> <li>Nothing to report this month</li> </ul>	
6139	<b>County Councillors Report</b> <ul style="list-style-type: none"> <li>Nothing to report this month</li> </ul>	
6140	<b>Village Maintenance Update</b> <ol style="list-style-type: none"> <li>Playground – maintenance works are ongoing <ul style="list-style-type: none"> <li>-Benches throughout the village are ready for a refresh. To keep on the maintenance list to consider gradually replacing with composite benches; funding permitting. In the meantime, Cllr Butterfield to procure a quote to paint approx. 8 benches; for consideration</li> <li>-Cllr Wood has replaced x 4 steps on the multiplay bridge (invoice for parts was handed to the clerk for payment at the next meeting)</li> <li>-One of the log steps has split in half (possible damage from the grass cutters), Cllr Wood will investigate replacing it or getting a quote from playdale to replace it</li> <li>-Goal post needs cleaning - Cllr Wood volunteered to look at doing it</li> <li>-Pinfold has been weed sprayed but does need further attention and regular maintenance. Clerk to email PBC for a quote to maintain it on a regular basis as part of the grass cutting contract</li> <li>-Playground inspection report to be chased as not received yet</li> <li>-Footpath works – Cllr Butterfield to procure a quote to see if viable to outsource the work</li> </ul> </li> <li>Biodiversity project – potentially only approx. 15 saplings have survived. Cllr Wood will keep monitoring. Fencing to be removed and handed back to RG</li> <li>Bus shelter / Noticeboard – work ongoing</li> <li>CCTV – cameras now in place</li> <li>Handyman – no interest yet. Cllr Butterfield has investigated the replacement keep off the grass signs and proposed purchase, seconded by Cllr Pickering and agreed by all</li> </ol>	<i>Cllr Wood/Cllr Butterfield</i>  <i>Cllr Wood</i>  <i>Clerk to email David Wharton</i>  <i>Clerk to liaise with Keith Higson</i>  <i>Cllr Butterfield/Cllr Wood</i>  <i>Cllr Perrin will liaise with SG</i>  <i>Cllr Butterfield to place order</i>  <i>Clerk to email Lengthsman scheme to chase work schedule</i>

6141	<p><b>Parish Matters</b></p> <ul style="list-style-type: none"> <li>a) Facebook – to try and set up new community group</li> <li>b) Speeding – Co Cllr Hartley to speak to LCC. Clerk to email PCSO Fielding re speed monitoring and any other help/ideas he can provide</li> <li>c) Dog Fouling – no more incidents have been reported</li> <li>d) Car Park – no available or suitable land to make this a consideration – Cllrs all agreed to remove from agenda</li> <li>e) Spout Magazine – discussion held on whether it would be worth considering a digital version in the future. Could consider doing a survey on facebook or in the next edition of the spout magazine to check if residents would be interested in this</li> <li>f) It was noted that smoke is coming towards the play area, possibly from a garden on Sabden Road which overlooks the park. This could be the result of a compost heap; Cllrs agreed to monitor it for now</li> </ul>	<p><i>Cllr Butterfield to organise Clerk to contact PCSO</i></p> <p><i>Add to next agenda</i></p> <p><i>Cllrs to monitor</i></p>
6142	<p><b>Items for next Agenda:</b></p> <ul style="list-style-type: none"> <li>• Councillor Vacancy</li> <li>• Christmas Party</li> <li>• Christmas Tree</li> <li>• Spout Magazine</li> <li>• Remembrance Day</li> </ul>	
6143	<p><b>Date of next meeting:</b></p> <ul style="list-style-type: none"> <li>• Tuesday 16<sup>th</sup> September 2025 at 7.00pm</li> <li>• Tentative late apologies received from Cllr Perrin</li> </ul> <p>~~~~~</p> <ul style="list-style-type: none"> <li>• Meeting closed at 20:24</li> </ul>	