

Minutes of Meeting 20th January 2026

Present: Cllr. Mrs D. Perrin, Cllr. Mr T. Butterfield, Cllr. Mr J. Metcalfe, Cllr. Mr D. Wood, Cllr. Mrs S. Hutchinson, Cllr. Mr M. Metcalfe, Co. Cllr. Mr H. Hartley (arrived at 20:04), Clerk & RFO P. Rosthorn

Apologies: N/A

Absent: Boro. Cllr. Mr B. Newman

Vacancies: 2

Members of the Public Present: 3 (PCSO Alan Fielding and colleague arrived at 20:23)

No	Minute Heading	Action						
6191	Welcome and Public Questions <ul style="list-style-type: none"> • Cllr Perrin welcomed Councillors and members of the public to the meeting 							
6192	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> • An interest was declared by Cllr Perrin regarding Agenda item 14 (c) Trees shrubbery overhanging from Chapel Grounds 							
6193	Minutes of the last meeting <ul style="list-style-type: none"> • Minutes of the Council meeting, held on Tuesday 18th November 2025 were signed by the Chair as a true and accurate record, (Proposed by Cllr Butterfield and seconded by Cllr M Metcalfe) 							
6194	Planning Applications and Decisions <ul style="list-style-type: none"> • 25/0757/FUL: Full Demolition of existing dilapidated 2 no. structures and erection of 1 no. agricultural storage building at High Mount Farm, Foxen Dole Lane, for Mr G Edwards • 25/0789/TPO: Partial pruning of crown to allow access to farm building that needs maintenance work at Hollins Farm, Grove Lane for Mr Nathan Connolly • 25/0850/TWR: Reduction of Sycamore Tree at Higham Hall Barn for Mrs Lousie Wilkinson 	<p><i>No comments or concerns at this time</i></p> <p><i>No comments or concerns</i></p> <p><i>No comments or concerns</i></p>						
6195	Councillor Vacancies <ul style="list-style-type: none"> • The vacancies have been advertised on Facebook and a leaflet will be delivered with the Spout Magazine 	<p><i>1 individual has expressed an interest in the vacancies and will attend the February meeting</i></p>						
6196	Finance <ul style="list-style-type: none"> • Payments for expenditure considered and agreed by all <table style="margin-left: 20px; border: none;"> <tr> <td>Village Hall monthly direct debit</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>Clerk/RFO salary and expenses</td> <td style="text-align: right;">£429.06</td> </tr> <tr> <td>Ronset (spout magazine)</td> <td style="text-align: right;">£280.00</td> </tr> </table> 	Village Hall monthly direct debit	£50.00	Clerk/RFO salary and expenses	£429.06	Ronset (spout magazine)	£280.00	
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	<p><i>Paid December</i></p> <p>Village Hall monthly direct debit £50.00 Clerk/RFO salary and expenses) £429.26 Phil Hardman (Footpath) £400.00 Pendle Borough Council (grass cutting) £550.97 Christmas Trees for you £390.00 Patricia Rosthorn (Seniors party drinks) £325.82</p> <ul style="list-style-type: none"> The draft budget for the financial year 2026/27 was proposed by the Finance Committee. After consideration it was resolved that the proposed budget be approved and that a precept of £23,600 be requested from Pendle Borough Council 	
6197	<p>Clerk's Report and Correspondence</p> <ul style="list-style-type: none"> The report was distributed before the meeting After consideration it was resolved to withdraw permanently from the Lengthsman scheme 	<i>Clerk to advise SPC</i>
6198	<p>Barrowford & Western Parishes Committee / Police Report</p> <ul style="list-style-type: none"> BWPC have been allocated funding, however, it seems that no funding has been made available to Higham at this time PCSO Alan Fielding reported the following: To address the recent increase in car thefts, burglaries, and late-night speeding, a dedicated task force will be conducting targeted patrols throughout the Parishes. During these patrols vehicles may be stopped as part of routine checks to help ensure public safety and deter criminal activity. It was noted that a caravan had been parked on Higham Hall Road for some time with no knowledge of who it belonged to. PCSO Fielding will make some enquiries 	
6199	<p>Village Hall Committee Report</p> <ul style="list-style-type: none"> Cllr Perrin attended the Village Hall Committee meeting and provided an update prior to this meeting Plans for the proposed extension are progressing well and an opening ceremony is being planned The website has been updated with the increase in hall hire charges which are still reasonable and priced competitively The User Manual is being updated regularly to reflect changes 	
6200	<p>Borough Councillors Report</p> <ul style="list-style-type: none"> No report this month 	
6201	<p>County Councillors Report</p> <ul style="list-style-type: none"> Next County Council meeting is being held on 28th January Budget meetings are being held throughout February 	
6202	<p>Village Maintenance Update</p> <ul style="list-style-type: none"> CCTV – Emails requesting specific information have been resent to Cllr Metcalfe. Extra keys are needed and Cllr Metcalfe will arrange to purchase these along with speaking to Chris Tetley to organise a suitable time for a training session Shed rendering – Cllr Metcalfe will liaise with the contractor for a quote Trees/shrubbery overhanging from Chapel Grounds – there is an area that needs clearing. Cllrs will take a look at in the first instance to decide on a plan of action 	<p><i>Clerk to research use of and storage of CCTV footage</i></p> <p><i>Cllr M Metcalfe</i></p> <p><i>Cllr Butterfield / Cllr Wood</i></p>
6203	<p>Playground Maintenance</p> <ul style="list-style-type: none"> Cllr Wood will prioritise items for repair / maintenance and aim for a completion date of Mid-March 	

6204	<p>Parish Matters</p> <ul style="list-style-type: none"> • Christmas Tree Feedback – Cllrs agreed that the Christmas Tree Lighting event along with sponsoring of the baubles was a huge success. It was resolved to repeat the event again this year • Seniors Christmas Party Feedback – Another enjoyable and successful Seniors Party. It was resolved to book Donna Bland (singer) and The Cabin (caterer) again for this year's party to be held on 15th December 2026 • Spout Magazine – These were distributed for delivery. Cllrs were asked to report back with any tweaks needed to their delivery areas • Biodiversity – Add to next Agenda • Speed Limit / Speeding in the Village – Cllr Hutchinson would like to run a competition for the school children highlighting the dangers of speeding / speed awareness in the village. PCSO Fielding is happy to be involved with this initiative and will liaise with Cllr Hutchinson to provide prizes 	<p><i>Cllr Hutchinson to liaise with sponsors re baubles</i></p> <p><i>Clerk to arrange bookings</i></p>
6205	<p>Date of next meeting:</p> <ul style="list-style-type: none"> • Tuesday 17th February 2026 at 7.00pm <p>~~~~~</p> <ul style="list-style-type: none"> • Meeting closed at 20:41 	

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