

Minutes of Meeting 21st April 2026

Present: Cllr. Mrs D. Perrin, Cllr. Mrs S. Hutchinson, Cllr. Mr M. Metcalfe, Cllr. Mr T. Butterfield, Cllr. Mr J. Metcalfe, Cllr. Mr D. Wood, Clerk & RFO P. Rosthorn

Apologies: Co. Cllr. Mr H. Hartley

Absent: Boro. Cllr. Mr B. Newman

Vacancies: 2

Members of the Public Present: 0

No	Minute Heading	Action										
6238	Welcome and Public Questions <ul style="list-style-type: none"> • Cllr J Metcalfe 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 											
6239	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> • No interests were declared this month 											
6240	Minutes of the last meeting <ul style="list-style-type: none"> • Minutes of the Council meeting, held on Tuesday 17th March 2026 were signed by the Chair as a true and accurate record, (Proposed by Cllr Wood and seconded by Cllr Butterfield) 											
6241	Councillor Vacancies <ul style="list-style-type: none"> • The vacancies have been re-advertised; however, no expressions of interest have been received 											
6242	Finance <ul style="list-style-type: none"> • Payments for expenditure considered and agreed by all <table style="margin-left: 20px; border: none;"> <tr> <td><i>Clerk/RFO salary and expenses</i></td> <td style="text-align: right;">£461.29</td> </tr> <tr> <td><i>Wicksteed Ltd (Zipline seat & chain)</i></td> <td style="text-align: right;">£334.62</td> </tr> <tr> <td><i>SLCC (Updated edition of Council Administration)</i></td> <td style="text-align: right;">£149.40</td> </tr> <tr> <td><i>Ronset Ltd (Spout Magazine)</i></td> <td style="text-align: right;">£179.00</td> </tr> <tr> <td><i>TP Hardman (Memorial Ground Clearance)</i></td> <td style="text-align: right;">£390.00</td> </tr> </table> 	<i>Clerk/RFO salary and expenses</i>	£461.29	<i>Wicksteed Ltd (Zipline seat & chain)</i>	£334.62	<i>SLCC (Updated edition of Council Administration)</i>	£149.40	<i>Ronset Ltd (Spout Magazine)</i>	£179.00	<i>TP Hardman (Memorial Ground Clearance)</i>	£390.00	
<i>Clerk/RFO salary and expenses</i>	£461.29											
<i>Wicksteed Ltd (Zipline seat & chain)</i>	£334.62											
<i>SLCC (Updated edition of Council Administration)</i>	£149.40											
<i>Ronset Ltd (Spout Magazine)</i>	£179.00											
<i>TP Hardman (Memorial Ground Clearance)</i>	£390.00											
6243	Planning Applications and Decisions <ul style="list-style-type: none"> • 26/0176/FUL Full: Erection of a single storey rear extension with the formation of a ramped access At: St Johns Church Higham For: St John The Evangelist <p style="text-align: right;">Comments by 15th April 2026</p> <p><i>Planning Application discussed by email mid-month due to deadline of comments needed. One issue was raised regarding the rear footpath; however, this query was answered satisfactorily and no further comments or concerns were felt necessary</i></p>											

	<ul style="list-style-type: none"> 26/0228/HHO Full: Erection of a flat roof dormer extension to side elevation At: 6 Anderton Road For: Mr A Pilling <p style="text-align: right;">Comments by 28th April 2026</p>	<i>It was resolved that no comments are needed at this time</i>
6244	Clerk's Report and Correspondence <ul style="list-style-type: none"> The report was distributed before the meeting Matters noted: - An email has been sent to the Insurance Company to query the steep increase in premium - Fixed Asset transfer. It was resolved for the Clerk to seek independent advice on this transfer matter	
6245	Barrowford & Western Parishes Committee <ul style="list-style-type: none"> There were no agenda items directly related to Higham this month 	
6246	Village Hall Committee Report <ul style="list-style-type: none"> Cllr Perrin attended the Village Hall Committee meeting and provided an update prior to this meeting 	
6247	Borough Councillors Report <ul style="list-style-type: none"> No report this month 	
6248	County Councillors Report <ul style="list-style-type: none"> A report was provided by Cllr Hartley prior to the meeting. Unfortunately, LCC will not consider installing a barrier at the Ginnel at Laneside Ave leading onto Higham Hall Road 	
6249	Village Maintenance Update <ul style="list-style-type: none"> Benches – Cllr Wood has compiled a list identifying all village benches requiring power washing and treatment. Cllr Butterfield will pass this to the handyman to arrange completion of the works Spout and Drain – This remains a work in progress. The drain and tanks had been overflowing and tree roots were identified as having damaged the pipework. The tree has since been removed, pipes cleared and repaired and the tanks have also been waterproofed. It was agreed that the 'spout' is not consistent with the overall appearance and a suitable replacement is to be sourced Shed rendering – This remains in hand with the handyman Copthurst – Maintenance is needed in this area due to persistent wet ground conditions and is currently in hand with the handyman. A digger will be required to install a drain at the top of the field, allowing water to filter down into the main drain. This may prove to be a larger project than first anticipated Higham Hall Road (sunken area outside The Four Alls) 	<i>Clerk to contact LCC</i>
6250	Playground Maintenance <ul style="list-style-type: none"> Zipline – The seat and chain have been replaced in line with BS EN 1176 compliance Pride in Place Impact Fund (PIPIF) - It was noted that despite efforts from Cllr Wood to obtain three quotations for new playground equipment, only one quotation was received. Councillors were satisfied that reasonable steps had been taken and resolved to accept the quotation from Playdale Playgrounds for a Rota Bounce Goal Posts – These remain on the list of outstanding works Wooden Trail Steps – Three of the steps still require replacement. Cllr Wood will look into sourcing a suitable log to be cut down, with a view to replacing them 	
6251	Parish Matters <ul style="list-style-type: none"> Spout Magazine – Issues were delivered with no concerns raised. Another good issue was noted, with thanks extended to Margaret and Bernard Ingham 	

	<ul style="list-style-type: none"> • Village Hall Extension – The extension is progressing well and Parish Council property has been securely stored in its new cupboard. Cllr Butterfield will arrange for duplicate cupboard keys to be cut • Biodiversity – no update • Speeding Awareness Competition – no update • Annual Parish Village Meeting – The Clerk will invite officials and committee members and Cllr Perrin will purchase the provisions. The format will follow previous years 	<p><i>Add to July Agenda</i> <i>Add to July Agenda</i></p>
6252	<p>Items for consideration for next Agenda</p> <ul style="list-style-type: none"> • Annual Parish Village Meeting Feedback • Boundary Stones for Playground • Memorial Inspection Report • Weedkilling 	
6253	<p>Date of next meetings:</p> <ul style="list-style-type: none"> • Annual Parish Village Meeting Wednesday 13th May at 7.00pm • Annual Parish Council Meeting - Due to Councillor availability, it was resolved to change the date of the Annual Parish Council Meeting to Wednesday 27th May 2026 at 6.30pm, to be followed by the Ordinary Monthly Meeting at 7.00pm • June Parish Council Meeting – It was resolved that, due to councillor availability, no Parish Council Meeting will be held in June <p>~~~~~</p> <ul style="list-style-type: none"> • Meeting closed at 20:08 	

DRAFT