

## MINUTES

### **Of the Parish Council Meeting which took place at Barnacre Memorial Hall on Thursday 17<sup>th</sup> July 2025 at 7.30pm.**

56.25 Present: Councillors Fennell (chair), Reilly (Vice Chair), Howell, Ibison, Harkins & Webster.

Apologies: Cllr Commander -Away on business, Cllr James Tomlinson – Meeting.

57.25 Minutes from the meeting held on 14<sup>th</sup> May 2025 were discussed, **it was resolved that Cllr Fennell (Chair) would sign the minutes as a true record.**

58.25 Declarations of interest – Cllr Reilly, Owner of Easy websites.

59.25 To adjourn the meeting for a period of public discussion.

Meeting closed at 19.32

Cllr Reilly updated the Parish Council on the LALC meeting he had attended and updated councillors on recommendations for the future changes. Clerk to request asset register from Wyre Council.

Councillors discussed updating the Parish Council information and QR codes for the Parish Council website.

Cllr Reilly advised that he had extended the redirection of the clerk's email address and the website address as this has now been fully changed to .gov address.

Councillors discussed VJ Day celebrations. Cllr Fennell advised that he will be out of the country for the celebrations and all duties were deputised to Cllr Reilly (Vice chair). Cllr Reilly confirmed his attendance at all planned events as detailed by Edwina Parry and circulated by email.

Meeting reopened at 19.55

61.25 Canal towpath, Billsborrow –**It was resolved to leave the funds in reserve and add to the agenda for the next meeting for further discussions with Cllr James Tomlinson.**

62.25 Plexio – Cllr Reilly updated Councillors on the introduction of Plexio – St Michaels for the administration of Microsoft Apps 365. This has been implemented and all other accounts removed. **It was resolved that Plexio invoices be paid when received moving forward.**

63.25 Bowgreave Rise – Councillors discussed the information received from Estate Services and **it was resolved that the clerk will write in reply to Estate Services to advise that the Parish Council wishes to document the public use of the field for a period of over 20 years and to express the Councils wishes for there to be a higher level of maintenance required than is currently in place.**

64.25 Barnacre Memorial Hall – **It was resolved that the Parish Council would donate towards the maintenance of the defib at Barnacre Memorial Hall. The clerk will contact Ian Bates to clarify the required donation; delegated authority has been given to Cllr Tony Fennell and the Clerk to pay the contribution for the maintenance of the resuscitation equipment at the hall.**

65.25 Garstang Heritage Society – **It was resolved the Clerk will reply to the email received from Mary Randalls at the Garstang Heritage Society and request further**

**information regarding the notice board and ownership. Item to be added to the next Agenda.**

66.25 Personnel Committee – The members of the Personnel Committee reviewed the completed LALC point score system for a pay scale review of the Clerk's salary – this was presented to full council and discussed. **It was resolved that the Clerk's salary would be adjusted to pay scale 15 based on the recommended system from LALC. Councillor Howell will sign the salary amendment form from Autela for Clerk's salary change backdated to 01<sup>st</sup> January 2025 as agreed at full council. The clerk will send this to Autela- payroll company.**

#### 67.25 Financial

**It was resolved to note the total balance as per bank statement dated 02.07.2025 £33,252.84. The bank statement and reconciliation were signed by the chair. Payment agreed for Memorial Hall.**

#### Payments Out – Statement date 03.07.25

15.05.25 Mrs H Adair (printer Ink) £30.99  
19.05.25 Calder Vale Methodist Church Donation £50.00  
20.05.25 Zurich Parish Council Insurance (1st year) £324.61  
21.05.25 LALC (Annual subscription) £509.78  
21.05.25 Cllr Tony Fennell (Timber 80<sup>th</sup> Anniversary VE day flag) £34.00  
27.05.25 Clerk's May Salary £500.59  
27.05.25 Lloyds service fee £4.25  
30.05.25 Lloyds service fee £4.25  
02.06.25 Easywebsites £36.96  
09.06.25 HMRC (Employer's NI) £8.64  
23.06.25 Plexio Ltd (Microsoft Apps for Business) £116.64  
25.06.25 Clerk's June Salary £500.59  
25.06.25 Plexio Ltd (Computer Admin) £57.00  
25.06.25 HMRC Shipley (Employer's NI) £8.64  
25.06.25 Police & Crime Commissioner For Lancs (electric Bike donation) £150.00  
30.06.25 Lloyds Service fee £4.25  
01.07.25 Easywebsites £36.96  
02.07.25 Calder Vale Village Hall (Community Event) £20.00

There were no payments received for this period.

#### Payment authorisation

Barnacre Memorial Hall Hire 2024-2025 - £150.00

#### **68.25 Planning Applications**

- **Application Number:** 25/00409/FUL **Proposal:** Change of use of existing children's day nursery to 1.no dwelling (C3) together with building operations @Fairways 28 Bonds Lane Barnacre. **It was resolved there were no comments following discussion.**
- **Application Number:** 25/00429/FUL **Proposal:** Proposed front and rear dormers@ 19 Broad Oak Avenue, Barnacre. **It was resolved there were no comments following discussion.**

- **Application Number:** 25/00422/FUL **Proposal:** Erection of an agricultural dwelling (self-build) @Land Off Eidsforth Lane, Barnacre. **It was resolved there were no comments following discussion.**
- **Application Number:** 25/00441/FUL **Proposal:** Proposed roof lift to dwelling to form first floor rooms @Pen Y Llan Byerworth Lane South Bowgreave, Barnacre With Bonds. **It was resolved there were no comments following discussion.**
- **Application Number:** 25/00413/FUL **Proposal:** Retrospective planning permission for change of use from a pub to a single dwelling, removal of front porch, installation of front garage door, and blocking up of windows and insertion of smaller windows to side elevation @ Kenlis Arms, Kenlis Road, Barnacre. **It was resolved there were no comments following discussion.**

69.25 Next meeting - Wednesday 10<sup>th</sup> September 2025.

Prepared by Mrs H Adair .....21/07/2025

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