MINUTES OF A MEETING OF
WEST CRAVEN COMMITTEE
HELD AT THE RAINHALL CENTRE, BARNOLDSWICK
ON 3RD NOVEMBER 2026

PRESENT –

Councillor D. Hartley (Chair)

Councillors	***Co-optees***	***Police***
C. Church	*L. Barrett, Barnoldswick Town Council*	*PC G. Ingham*
B. Hartley	*D. Anderson, Earby Town Council*	*PCSO A.*
S. Land	*K. Shorrock, Salterforth Parish Council*	*Dickinson*
L. Whipp	*County Councillor D. Whipp (for the first two items)*	
G. Whittaker		

Officers

D. Walker	*Assistant Director Operational Services and Area Co-ordinator*
H. Culshaw	*Legal and Democratic Services Manager*
J. Eccles	*Committee Administrator*

(Apologies for absence were received from C. Elley (Kelbrook and Sough Parish Council) and County Councillor N. McCollum.)

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The following person attended and spoke on the item indicated –

P. Parris	*Minutes – in respect of planning application 25/0357/CND*	*Minute No. 104*

100. CHAIRMANSHIP OF THE AREA COMMITTEE

(a) To consider the position of the Chair

The political composition of the Committee had recently changed, with two Liberal Democrat Members having joined the Conservative Group. There was a request to revisit the appointment of a Chair. It was suggested that, as the Liberal Democrat Group held the larger number of seats, the Chair should be a Member of that Group. Other Members felt that the current Chair should remain.

RESOLVED

That Councillor D. Hartley remain as Chair for the remainder of the Municipal Year 2026/27.

(b) To consider the position of the Vice Chair

The appointment of the Vice Chair, Councillor L. Whipp, was also reconsidered.

RESOLVED

That Councillor B. Hartley be appointed Vice Chair for the remainder of the Municipal Year 2026/27.

101. CO-OPTEES

It was proposed that the decision of this Committee on 12th May to appoint the 2 Lancashire County Councillors for Pendle Rural as co-optees be revoked.

RESOLVED

That the Lancashire County Councillors for Pendle Rural no longer be appointed as co-optees on the Committee for the remainder of the Municipal Year 2026/27.

102. DECLARATIONS OF INTEREST

Members were reminded of the legal requirements concerning the declaration of interests.

Members' attention was also drawn to the requirements of the Council's Code of Conduct relating to the disclosure of Other Registrable Interests and Non-Registrable Interests.

The following Members declared an Other Registrable Interest in the item indicated for the reason stated -

Councillor C. Church *Councillor L. Whipp*	*Legacy Fund*	*Barnoldswick Town Councillor*	*Minute No. 106(b)*
Councillor C. Church *Councillor L. Whipp*	*Pride in Place Impact Fund*	*Barnoldswick Town Councillor*	*Minute No. 107*

103. PUBLIC QUESTION TIME

(a) Highways Issues

A resident of Barnoldswick asked if anything could be done to improve the poor visibility on Skipton Road caused by vehicles which were parked on both sides of the pavement. People with pushchairs or mobility scooters were having to use the road and there were speeding vehicles making this unsafe.

She also mentioned an accumulation of leaves on the pavements on Gisburn Road and speeding vehicles on Gisburn Road.

The Police were invited to comment on the parking of parked cars on pavements and speeding vehicles. PC G. Ingham urged any resident concerned about speeding vehicles on these or any other roads in the area to report them to the Safer Roads Unit. By formally reporting instances of speeding vehicles with a location, date and time, data was collected. If that data showed there was a problem on a certain road, measures could be put in place to monitor the volume and speed of traffic, which could then inform decisions on when to carry out speed checks or if traffic calming measures were needed. He confirmed that the Police would be taking the mobile speed gun out in West Craven this month and would visit these locations.

Parking on pavements was a difficult issue. Generally, the Police did not have a problem with people parking on pavements, so long as there was space and they did not cause an obstruction ie leaving enough room for pushchairs/wheelchairs and allowing access to a footpath or dropped kerbs.

RESOLVED

(1) That Lancashire County Council be asked for their views on tackling problems with cars parking on pavements.

(2) That the Assistant Director Operational Services request for leaves to be swept on Gisburn Road, Barnoldswick.

(b) Pavement Licensing

A business owner in Barnoldswick asked for clarification on the changes to pavement licensing made in January. She wanted to provide outside furniture in the Town Square but understood that the Council's Pendle Borough Council's Pavement Licence Policy stated that she would also need barriers that were temporary, had a metal top and bottom for people who were visually impaired, and had to be free from advertisements. She asked for clarity on what was required e.g. on the materials, and whether cost implications and the practicalities of implementing them had been considered for small businesses.

Barnoldswick Town Council were aware of the issue and talking to local businesses.

Councillor L. Whipp said that as Portfolio Holder for Planning and Infrastructure, she would ask for the Pavement Licence Policy to be reviewed by the Executive and to request further consultation with businesses, so that officers could get the policy right.

104. MINUTES

Members considered the accuracy of the minutes of the meeting held on 6 October 2026. A member of the public queried how the decision on planning application 25/0357/CND had been recorded, and an explanation was provided.

RESOLVED

That the Minutes of the meeting held on 6th October 2026, be approved as a correct record, subject to a request to the Executive being added to the resolution at Minute 102(d) concerning the upgrade of existing infrastructure at Ghyll Cemetery.

105. POLICE AND COMMUNITY SAFETY ISSUES

PC M. Lunney and PCSO A. Dickinson attended the meeting. Crime statistics for October had been circulated prior to the meeting.

E-bikers with no registration plates had been seen driving dangerously and at speed around Barnoldswick. There was concern that they could cause an accident. PC G. Ingham said that anyone witnessing dangerous driving should phone 999.

The setting off of fireworks late at night was raised. PC G. Ingham said that if they were causing a disturbance after 11pm then they should ring the Police – 101 if it was not an emergency, if they were being thrown about and causing serious issues then 999.

PC G. Ingham encouraged people to report crimes or concerns so that they were aware of them. If they were urgent or ongoing issues they could phone 999 or 101, or Crime Stoppers. If a crime had already happened or they wanted something investigating, they could phone or email him

directly or PCSO D. Waterworth. All calls would be dealt with in a confidential manner. For non-confidential reports of crime there was also the West Craven Police Facebook page.
There was a discussion about a caravan being moved around in Barnoldswick that looked unsightly. PC G. Ingham said he would take a look at this and liaise with the Council.

The Police were thanked for continuing to combat anti-social behaviour in the area (there had been a marked decrease) and for their involvement in closing down the mini mart in Barnoldswick. It was noted that another one had opened up very soon afterwards, but this was also in the process of being shut down.

PC Lunney at the last meeting had been informed of shoplifting at the Co-op in Earby. Since then, a shoplifter had been dealt with and further crimes were now being reported to the Police so they were aware of the situation.

106. AREA COMMITTEE BUDGET 2026/27 & LEGACY FUND

(a) Area Committee Budget 2026/27

The Head of Property and Engineering Services reported that the current balance for the Area Committee Budget for 2026/27 was £10,247.59 out of a total allocation of £33,090.55. This included a credit of £1,100.55 for dog waste/litter bins.

The bid referred to on the agenda was not submitted for consideration.

(b) Legacy Fund

The Legacy Fund allocations for Barnoldswick, Salterforth, and Kelbrook and Sough were being paid to the respective town/parish councils to spend on their play areas.

At the last meeting Councillor S. Land said that she would speak to colleagues, Together Housing to discuss the terms of the tenancy agreement and residents that had expressed an interest in helping to run the community centre, and to report back with costings, the present level of interest in the community and what would be needed for the project to go ahead. She had not had time to do this, but there was general agreement that the reopening of the Community Centre would not be viable in the current circumstances. It was proposed that the Earby allocation provisionally set aside for the pump track on Bailey Street be allocated to Hilltop to continue its refurbishment and the allocation for the possible reopening of Northolme Community Centre, be used for work on the Northolme estate playgrounds.

RESOLVED

That the Legacy Fund allocation for Earby currently allocated for a pump track in Earby and the reopening of Northolme Community Centre be reallocated to Earby Town Council to spend on their play areas.

REASON

To benefit the local community in line with the allocations given to the other Parish/Town Councils in West Craven.

107. PRIDE IN PLACE IMPACT FUND

At the last meeting the Chief Executive, in consultation with the Leader and Deputy Leader, was asked to vary 3 Barnoldswick Pride in Place Impact Fund projects. An update was submitted to the meeting reporting receipt of objections to two of the three variations which were summarised in the report. It was noted that the decision on the variations would be taken at the next Executive meeting on 26th November.

108. GINNEL BETWEEN NORTH STREET AND CASTLE VIEW, BARNOLDSWICK

The Engineering Manager submitted a draft scheme and costings for resurfacing the ginnel between North Street and Castle View, Barnoldswick and a linked scheme taking the resurfacing into Castle View for 13 properties. The cost would be £2k per household. If the ginnel alone was resurfaced the costings would be between £3k and 4k.

It was noted that the Countryside Officer was in discussion with the Engineering Manager about the surfacing on the footpath; whether it covered the stretch of footpath that ran past 22 Castle View and 37 Manchester Road; and a possible contribution from the PROW budget.

Whilst the Committee had no available funds for contributing to the scheme, having the scheme drawn up and works tendered by Pendle Council would save residents money and represent value for money.

RESOLVED

That PBC's Countryside Officer and Engineering Manager be asked to finalise the proposed scheme for resurfacing the ginnel between North Street and Castle View, Barnoldswick and a linked scheme and, in the meantime, residents be asked if they would be interested in contributing to such a scheme.

REASON

In the interests of highway and public safety.

109. ENFORCEMENT ACTION

(a) Enforcement Action update

The Head of Legal Services submitted a report on enforcement action for information. A further verbal update on some of the cases was given at the meeting.

At the last meeting it was noted that LCC had said that if the builders for the housing development at Cob Lane, Kelbrook had not sorted out the reinstatement of the carriageways, they would carry out the work in default. It was now understood that the developers had gone into administration and Cob Lane was still in a dreadful condition.

RESOLVED

That the Assistant Director Planning, Building Control and Regulatory Services be asked to reiterate the previous request to LCC, as the Highways authority, to carry out works in default to reinstate the carriageway at Cob Lane, Kelbrook at the earliest opportunity.

(b) 2a Park Road, Barnoldswick

As requested at the last meeting the Assistant Director Planning, Building Control and Regulatory Services submitted a report in relation to an enforcement notice and appeal decision at 2a Park Road, Barnoldswick and asked the Committee how they would like to proceed.

Approval had been given for uPVC on windows on the first floor of the property. However, a condition had been included that permission was not given for the use of uPVC at ground floor level. This was felt necessary to ensure that the materials used for the ground floor window and door protected the character and appearance of the Barnoldswick Conservation Area.

The owner had been asked to remove the unlawful uPVC front door in June, and this request had not been actioned. An enforcement notice had been served requiring compliance and this had not been adhered to. The applicant had appealed and on 1st October the Planning Inspectorate dismissed the appeal, stating that the condition was reasonable and necessary to protect the Conservation Area.

Members were advised that enforcement action should be taken in order to regularise the situation in relation to the unlawful door and to protect the overall character and appearance of the Conservation Area.

RESOLVED

That the Assistant Director Planning, Building Control and Regulatory Services be asked not to proceed with enforcement action in respect of the unlawful door at 2a Park Road, Barnoldswick.

REASON

The property was positioned at the edge of the Conservation Area, the work carried out on the property had improved its appearance, and it was not the only property on the road to have uPVC windows.

110. KELBROOK PRIMARY SCHOOL

Members considered if there were any actions that could improve the situation at pick up/drop off times at Kelbrook Primary School. The Head of the School had been contacted by Councillor G. Whittaker but had not received a reply.

This developed into a wider debate about pick up/drop off times at other schools in the area and the similar problems that arose.

RESOLVED

That all schools in the West Craven area be invited to a meeting with representatives from the Parish/Town Councils, this Committee and LCC to discuss any possible measures or best practice that could be actioned to improve highway safety at pick up/drop off times.

REASON

In the interests of public and highway safety.

111. SAFER ROUTES TO SCHOOL SCHEME CHURCH SCHOOL/CLIFFORD STREET BARNOLDSWICK

The Head of Engineering reported that LCC had approved £50k from the Active Travel Allocation for 2026/27 to implement the cycleway/footpath link from the end of Clifford Street to the school. Pendle Leisure Trust had also allocated £10k.

Confirmation was awaited from LCC Estates for permission to construct the link across LCC's land.

RESOLVED

(1) That confirmation of the funding from LCC and PLT for the Safer Routes to School Scheme at Church School/Clifford Street, Barnoldswick be very much welcomed.

(2) That the Council's Engineering Team be thanked for their persistence with pushing this scheme forward, despite so much resistance.

REASON

To welcome a road safety initiative and acknowledge the efforts of the Engineering Team and this Committee for persevering with the cycleway/footpath link.

112. EARBY FLOOD ALLEVIATION SCHEME

A note had been circulated prior to this meeting reporting on a meeting held on 27th October with representatives from this Committee, the Environment Agency, AECOM and the Engineering Manager at PBC to see if LCC could assist with carrying out any works on Phase 3 and look at how schemes were funded. Also circulated was a presentation from AECOM (the consultants working on the scheme) showing work undertaken so far on Earby Phase 3.

LCC's attempts to contact Yorkshire Water to try and get them to resolve their longstanding issues with surcharging surface water sewers which contributed to the flooding in Earby, were welcomed.

RESOLVED

That the Engineering Manager be asked to report back on who was liaising with the landowners on the potential water storage schemes and LCC be asked to take a community minded approach by offering to assist any landowners that had questions about the water storage schemes or needed help with the relevant paperwork.

REASON

For all agencies to work together to prevent flooding in Earby.

113. BARNOLDSWICK ROYAL MAIL SORTING OFFICE

A letter from Royal Mail in response to the Committee's concerns about deliveries in the area had been submitted for information. There was a rumour that Barnoldswick Sorting Office was to be closed, but there was no mention of this in Royal Mail's response.

RESOLVED

That Royal Mail be asked if there was any truth in the rumour that Barnoldswick Sorting Office was to be closed.

REASON

In the interests of having a good postal delivery service in the area.

114. ITEMS FOR DISCUSSION

(a) The establishment of a Community Speed Watch initiative

Members agreed that it would be good for the Parish/Town Councils and the Committee to work together on trying to get a Community Speed Watch initiative in the area.

RESOLVED

That a meeting with the Parish and Town Councils, Members of this Committee and a Police representative be held to discuss the setting up of a Community Speed Watch initiative in West Craven.

REASON

In the interests of highway safety.

(b) Improvement works at West Craven Sports Centre

An update on improvement works at West Craven Sports Centre being carried out by Pendle Council (part funded by the Public Sector Decarbonisation programme) had been requested.

It was reported that planning applications had been submitted and tenders were due to be returned for both the De-carbonisation projects by mid-December 2026. It was yet to be determined which site (Wavelengths or West Craven Leisure Centre) would be commenced first.

(c) Maintenance of ginnels

Following a programme of ginnel improvements around 20 years ago, part funded by the area committee, several of the improved pedestrian routes had seen accumulations of debris and detritus building up. There were also ginnels that remained un-improved following the previous programme of work.

RESOLVED

(1) That Parish/Town Councils in West Craven be asked to encourage local residents to flag up any particular problems with ginnels in the area that were not being maintained.

(2) That the Engineering Manager be asked to request LCC for details of their schedule for inspection and maintenance of ginnels or confirmation of whether maintenance is completed on an ad-hoc reactionary basis.

REASON

In the interests of highway/public safety and visual amenity.

(d) To consider the installation of solar photo-voltaic blinds to the shops on Albert Road, Barnoldswick

There was no discussion on this issue.

(e) Interruptions to water supply due to repeated failures of Yorkshire Water's Calf Hall Road pumping station

Residents had reported interruptions to water supply due to failures at Yorkshire Water's Calf Hall Road pumping station.

RESOLVED

That Yorkshire Water be asked for information on recent failures at Calf Hall Road pumping station; confirmation that the issue had been fixed; and if resolved how quickly they had been able to restore power.

REASON

To ensure that the problems encountered by residents had been resolved and properly fixed.

(f) To consider the capacity at Earby Cemetery and the condition of the cemetery.

The Assistant Director Operational Services reported that there were 110 pre-grave plots available at Earby Cemetery, giving approximately 10 years supply. A capital funding bid had been submitted to the Executive seeking funds to improve the paved areas at the Cemetery and he accepted that there were some renovation works to the gates that would further improve the appearance. This update was welcomed.

115. EXCLUSION OF THE PUBLIC AND PRESS

Members agreed to exclude the public and press from the meeting during the following items of business in pursuance of the power contained in Section 100(A) (4) of the Local Government Act, 1972 as amended when it was likely, in view of the nature of the proceedings or the business to be transacted, that there would be disclosure of exempt information which was likely to reveal the identity of an individual.

116. PROBLEM SITES/EMPTY HOMES

The Head of Housing and Environmental Health submitted a progress report on problem sites/empty homes in West Craven which was noted.

117. OUTSTANDING ENFORCEMENTS

The Assistant Director Planning, Building Control and Regulatory Services submitted a report on outstanding enforcements. A verbal update was given at the meeting.

It was noted that Barnoldswick Town Council had contacted the Enforcement Officer about some properties in the Town Centre and was awaiting a response.

Chair…….