

OLD LAUND BOOTH PARISH COUNCIL

Minutes of Meeting 19th November 2025

Present: Cllr. Mrs J. Hartley, Cllr. Mr C. Bevan, Cllr. Mr P. Coleman, Cllr. Mrs D. Marsden, Cllr. Mrs S. Brassington, Cllr. Mrs E. Greenall, Co. Cllr. Mr H. Hartley, Interim Clerk P. Rosthorn

Apologies: Cllr. Mr A. Mayor, Cllr. Mr M. Ridge

Absent: Boro. Cllr. Mr B. Newman

Members of the Public Present: 3

No	Minute Heading	Any Action
2572	Welcome <ul style="list-style-type: none"> Cllr Hartley opened the meeting and welcomed Councillors and Members of the Public 	
2573	Declaration of Councillors Interests / Code of Conduct <ul style="list-style-type: none"> No interests were declared this month 	
2574	Public Questions <ul style="list-style-type: none"> A member of the public attended and raised concerns regarding Fence Community Hall & Library. They were uncertain whether the Parish Council was the correct point of contact but wished to highlight the following issues: <ul style="list-style-type: none"> -Apparent absence of a fire alarm system and fire risk assessment -No visible evidence of an insurance certificate, electrical safety certificate or PAT testing -The mains electrical cupboard was locked and inaccessible while they were left in charge of the premises -Roofing contractors leaving dangerous items lying around and leaving the job in an unsatisfactorily safe condition A member of the public attended the meeting and offered their services as a volunteer, expressing an interest in helping to keep the war memorial clean and tidy. At the end of the meeting compliments were expressed to the Parish Council for their evident efforts in maintaining and improving the village, which had become apparent to those present during the meeting 	<i>It was resolved for the clerk to speak to the estates team at Pendle Borough Council for advice</i>
2575	Minutes of the last meeting <ul style="list-style-type: none"> Minutes of the Council meeting, held on Wednesday 15th October 2025 were signed by the Chair as a true and accurate record, (Proposed by Cllr Marsden and seconded by Cllr Coleman) 	

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2576	<p>Update on progress of outstanding items from the minutes (for information only)</p> <ul style="list-style-type: none"> There are no outstanding items; all relevant matters are included as ongoing agenda items 	
2577	<p>Planning Applications and Decisions</p> <ul style="list-style-type: none"> No new applications or decisions this month 	
2578	<p>Finance</p> <ul style="list-style-type: none"> Payments for expenditure considered and agreed by all <ul style="list-style-type: none"> Patricia Rosthorn (Nov Microsoft charge) £3.91 Patricia Rosthorn (Remembrance Poppies) £80.75 Patricia Rosthorn (Interim Clerk) £2,325 Cllr Bevan (Pin boards for notice boards) £199.97 Cllr Hartley (Wreath £30 / Fabric £29 / Crackers £30) £89.00 Howard Hartley (Hire of sound system for Rem Service) £60.00 It was resolved to request further information on the below charge before a decision could be made LCC Pension Fund (cessation of previous clerks pension scheme) £2,402.00 It was proposed to hold a Finance Committee meeting on Wednesday 10th December 	Clerk to email LCC Pension fund to request more information
2579	<p>Clerk's Report and Correspondence (for information only)</p> <ul style="list-style-type: none"> The report was distributed before the meeting It was resolved that an email be sent to Pendle Borough Council confirming that Old Laund Booth Parish Council is interested in pursuing the asset transfer of the Village Community Hall and Library The donation of a bench for the playground, in memory of a loved one, was considered. It was agreed for the Clerk to contact the donor to discuss details regarding installation and ongoing maintenance of the bench 	Clerk to send emails
2580	<p>Barrowford & Western Parishes Committee</p> <ul style="list-style-type: none"> Cllr Hartley attended the November meeting and reported that there was nothing relevant to Fence this month 	
2581	<p>Borough Councillors Report</p> <ul style="list-style-type: none"> No report this month 	
2582	<p>County Councillors Report</p> <ul style="list-style-type: none"> Nothing to report this month Will be attending full council meeting on Thursday 20th November and will report back at the next PC meeting 	
2583	<p>Village Hall Committee Report</p> <ul style="list-style-type: none"> Cllr Brassington reported that the Village Hall Committee is made up of 6 members (DH, BN, JM, MM, AJ, JH) Cllr Marsden enquired whether food hygiene certificates should be displayed in the kitchen or noticeboard and if it should have a food hygiene rating from the Food Standards Agency 	It was resolved for the clerk to make enquiries
2584	<p>Village Maintenance</p> <ul style="list-style-type: none"> Councillors undertook cleaning and tidying of the War Memorial area in preparation for the Remembrance Service. During this work, concerns arose regarding the stability of the arch structure when attempting to remove the clock for cleaning and repair. Corrosion was noted, and further inspection revealed water inside the structural legs and movement in the foundations. As a precaution, councillors made 	

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	<p>the decision to remove the entire structure to allow for a full inspection and arrange for any necessary repairs. It was agreed that Cllr Brassington will make enquiries and liaise with the donor of the arch to determine its future location, once Cllr Coleman has arranged the necessary repair and maintenance</p>	
2585	<p>Playground Maintenance</p> <ul style="list-style-type: none"> • Cllr Coleman is continuing to review the quotes in order to determine the best course of action 	
2586	<p>Other Parish Matters</p> <ul style="list-style-type: none"> • Christmas Tree and Lights – it was noted that the Christmas tree will be erected on Thursday 20th November, along with the lights which Co Cllr Hartley has in storage. It was resolved to purchase more lights if needed • Seniors Christmas Lunch – it was noted that raffle prizes should be brought on the morning (set up at 9am). Cllr Coleman will purchase the wine and confirm arrangements with Tom at The White Swan. Arrangements for the table decorations and guest favours are well in hand • Facebook – it was discussed that Facebook should be utilised more effectively to keep the public informed about parish council activities and developments within the village • Headshots - Councillors were asked to provide a headshot of themselves for display in the village notice board and on the parish council website 	
2587	<p>Items to consider for next Agenda:</p> <ul style="list-style-type: none"> • Feedback on Seniors Christmas Lunch • Sports Club (peppercorn rent) 	
2588	<p>Date of next meeting:</p> <ul style="list-style-type: none"> • Wednesday 17th December 2025 at 7.00pm <p>~~~~~</p> <ul style="list-style-type: none"> • Meeting closed at 20:46 	