



## Parish Council Meeting Minutes

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|-------------------------|--|------------------------|-------|
| <b>Date:</b>            | 19 January 2026  |                        |       |
| <b>Place:</b>           | Barrow Village Hall  |                        |       |
| <b>Present:</b>         | Councillors:<br>L Street (Chair), L Crook, K Heyworth                      |                        |       |
| <b>In attendance:</b>   | PCSO Ailsa Gill, 2 members of the public and S Dent, Clerk to the Council. |                        |       |
| <b>Meeting started:</b> | 19:00  | <b>Meeting closed:</b> | 20:30 |

### 1. APOLOGIES FOR ABSENCE

Cllr. Kinder.

### 2. APPROVE THE MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 22 DECEMBER 2025

The above minutes were approved as correct and signed by the Chair.

### 3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.

None declared.

### 4. PUBLIC PARTICIPATION

Update from PCSO Gill: now 5 PCSOs covering the area. Car theft a particular issue at present, house burglary figures low, some ASBOs in the wider area (not Barrow). PCSOs interested in doing police drop-in sessions at the Village Hall, will discuss with Clerk. PCSO Gill mentioned 'Nice to Share' an online facility people with CCTV cameras can sign up to so police have a database of available CCTV footage when needed.

### 5. FINANCE REPORT

- Accounts to date.
- Schedule of Payments as set out in the Report.
- Reconciliation of Receipts and Payments as shown in the Report.

#### RESOLVED THAT COUNCIL:

- Approved the accounts, payments and reconciliation.

### 6. CO-OPTION OF COUNCILLOR

Deferred to later in the meeting.

### 7. PLANNING REPORT

Report of the Clerk provided to consider planning matters since previous meeting. There were two applications to discuss.

#### RESOLVED THAT COUNCIL:

- Councillors to review the Clitheroe Road application and comment back to Cllr. Crook who will collate responses and send to Clerk for a summary response
- Cllr. Crook to review the weekly lists and advise future meetings of any applications for review.

## **8. ASSERTION 10**

The Clerk provided a draft IT Policy which is now a requirement for Parish Councils. The draft is based on a recommended template provided by NALC (National Association of Local Councils).

### **RESOLVED THAT COUNCIL:**

- Adopt the IT Policy
- Instruct the Clerk to add an annex to cover Social Media for completeness

## **9. RISK MANAGEMENT POLICY & REGISTER**

The Clerk advised a review of this policy as requested by the External Auditor on conclusion of the 2024-5 audit. Councillors discussed elements that need updating.

### **RESOLVED THAT COUNCIL:**

- Cllr. Street and the Clerk will update the document and bring to the next council meeting for approval.

## **10. ASSET REGISTER**

The Clerk advised a review of the register is required, particularly in view of the increased assets associated with the village hall.

### **RESOLVED THAT COUNCIL:**

- Instruct the clerk to update the register with village hall assets and the Barrow Stones and bring the revised document to the next council meeting for discussion and approval.

## **11. VEXATIOUS BEHAVIOUR POLICY**

The Clerk provided a standard draft vexatious behaviour policy with the recommendation that the PC adopt this as good practice and to provide clarity and a structure for dealing with vexatious behaviour.

### **RESOLVED THAT COUNCIL:**

- Adopt the vexatious behaviour policy and instruct the clerk to place a copy on the PC website

## **12. CO-OPTION OF A COUNCILLOR**

Cllrs Street, Crook and Heyworth interviewed two candidates for the Casual Vacancy using an agreed set of structured questions. Both candidates interviewed well and, after discussion amongst councillors, it was agreed to offer the co-opted position to Michaela Ashforth.

### **RESOLVED THAT COUNCIL:**

- Instruct the Clerk to prepare necessary paperwork for Michaela and set her up on the PC's internal systems.

## **13. COUNCILLOR REPORTS**

None.

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**S Dent**

*Clerk and Responsible Financial Officer to Barrow Parish Council.*

*Email: [clerk@barrowparishcouncil.org.uk](mailto:clerk@barrowparishcouncil.org.uk)*

*Phone: 07359 474430*

*[www.barrowparishcouncil.org.uk](http://www.barrowparishcouncil.org.uk)*

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**Future Council Meetings:**

**2026:** 16 March, 18 May

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