

# MINUTES

## SALTERFORTH PARISH COUNCIL



Chair: Cllr C. Pollard  
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### DRAFT MINUTES

Salterforth Parish Council Meeting  
22<sup>nd</sup> July 2026  
7.00pm Salterforth Village Hall

#### 1. Welcome

The Chair of the Parish Council, Cllr Pollard to welcomed all to the meeting at 7:00 pm.

#### 2. Attendance, Apologies and Non-attendance

2.1 Recorded attendees were Cllr Pollard, Cllr Latham, Cllr Fuggle, Cllr Physouni. Apologies were received and accepted on behalf of Cllrs King and Grant.

#### 3. Declarations of Interest

None.

#### 4. Public Participation

No members of the public were present.

#### 5. Minutes

**Resolved** to accept and approve as an accurate representation, the draft minutes of the Parish Council Meeting held on 24<sup>th</sup> June 2026.

#### 6. Updates on Items from Previous Meetings

6.1 Bench for Bus stop. **Resolved:** Cllr King to site at his earliest convenience.

6.2 Ginnel ownership.

**Resolved:** Clerk & RFO to discuss work required with PBC.

6.3 Jinney Well ownership.

Jinney Well is now owned by Seddon Homes Management Company. The registered address for the management company was transferred to Beckside on March 2025 as this is now run by the residents.

**Resolved:** Clerk to write to the Management Company for confirmation that ownership lies with them.

6.4 Common Land

**Resolved:** Clerk & RFO to ask PBC to contact LCC on our behalf to find out what Common Land is on their register within the parish of Salterforth. A fee of £44.60 is payable.

#### 7. Reports from Meetings with other Organisations

*To receive for information purposes, verbal, or written reports from Councillors on any such meetings attended.*

7.1 West Craven Area Committee 7<sup>th</sup> July attended by Clerk & RFO.

It was reported that volunteers, including representatives of the Royal British Legion and local residents, had come forward and were prepared to take responsibility for raising and lowering the flag. Members were also advised that Lancashire County Council had raised no objection to the proposed location.

Councillor L. Whipp suggested that consideration be given to extending the paving between the memorial and the proposed flagpole. It was explained that the current scheme made use of reclaimed granite paving and represented good value for money, although additional paving could be costed.

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Members welcomed the progress made and expressed the hope that the project could be completed in advance of Remembrance Day.

## 8. Correspondence

Email received from a Salterforth resident regarding the proposal for Bus Clearway markings (27 mts) in front of Moor View and the effect this would have on parking and day to day life. **Resolved:** Raise at the next WCAC meeting and report outcome to council and resident.

## 9. Toilets

*Refer to Item 14 Impact Fund.*

## 10. Community Garden

Clerk & RFO has now received copies of the proposed CG Constitution and Risk Assessment. **Resolved:** Clerk & RFO to work with CG members on both documents and aim to present to full council in September.

## 11. Assets & Maintenance Requirements

### 11.1 Playing Field Gate

Verbal quotation received from A & G Landscapes who carried out groundworks for the installation of the community garden. Quotation is for £1,410 and includes removal and disposal of existing gates and posts and supply and install new. Clerk & RFO will receive quotation by email within the next couple of days. **Resolved:** Clerk & RFO to raise PO and ask A & G Landscapes to proceed. New Lock and chain to be purchased on completion of works.

### 11.2 War Memorial Insurance.

Still waiting for replacement cost from Stevensons Memorials. **Resolved:** Clerk & RFO to chase.

## 12. Harry Street

A container has appeared within the boundary of the recently constructed driveway giving cause to consider its use and requirements for planning permission. The container has since been clad in wood giving an appearance of a large shed.

## 13. Events

Nothing to consider.

## 14. Impact Fund

**Noted:** Clerk & RFO met with Bruce Corden from PBC to discuss the Toilet Refurbishment. A project plan with costings will now be put together for consideration by council.

## 15. Legacy Fund

**Noted:** Clerk & RFO confirmed that £4,300 had been received on 29<sup>th</sup> June 2026 from PBC. This will now be added to Earmarked Reserves Account for consideration at a future meeting.

## 16. Planning Matters

*Any applications received after the agenda has been published will be tabled at the meeting.*

Nothing.

## 17. Finance

17.1to 17.5 **Resolved:** Payments, Receipts, Invoices, Cash Book, Bank Statement, Bank Reconciliation, Budget Analysis and Payment Schedule were all approved and countersigned for June 2026.

## 19. Date of next Meeting.

There will be no meeting in August. Next meeting 23<sup>rd</sup> September 2026.

Meeting Closed at 8:30pm