

# Minutes of Padiham Town Council Meeting

Held on Monday 1<sup>st</sup> December 2025 at 7pm in the Council Chambers

## Present:

**Town Councillors:** Councillor A. Lewis (in the Chair), Keither Barsby, Maurice Duckworth, Mac Harrison, Peter McCann, Dianne O'Neill, Claire Pilkington, Christopher Smith, Chris Turner, Philip Turner, and Maureen Whittaker.

**Others:** Millie Towers (Minute Taker)

The Chair opened the meeting and welcomed everyone

## Apologies for Absence

Apologies of absence were submitted by Peter Haigh, David Alexander, Vincent Pridden, John Harbour

Others were missing without apologies being received, may have been confusion due to changing of meeting.

RESOLVED: That the apologies are accepted

## Declarations of disclosable pecuniary interests

There were no declarations of interest

## Formally adjourn the meeting to allow for Public Participation

RESOLVED: That the meeting is formally adjourned to allow for participation from the public

## Police Report

No report submitted.

On Sunday 23<sup>rd</sup> November, someone tried to break into serrano's. They rang 999 after the person ran away, and the person was told that it was no longer an emergency due to the person attempting to break in having left. It took an hour to get through on 101. Morris said he would follow this up with relevant community police.

## Town centre Manager Report

No report submitted.

Need to know what is happening with the town centre and if any strategic interventions are happening. If so the details of this need to be made known. Alun will follow this up in meeting on 02.12.2025 to understand where markets are currently at with plans/ideas/development.

Ice Cream Parlour: The people who run the bank had written a letter regarding the ice cream parlour. The police have been involved, as well as Charlotte. There appears to be a lot less complaints about it. Dialogue has been happening to work on what is happening between police and relevant parties. A lot of the problem seems to be that young children are going in late at night, which has been leading to littering. The police will talk to Burnley Council about this.

## County and Borough Reports

There were no reports.

On flood defences, an update meeting will be happening on 16<sup>th</sup> January. Councillors from the Borough will be met by Department for Environment.

### **Public Questions**

No public questions

### **Padiham Organisations report**

No Padiham Organisations Report

### **Formally reconvene the Town Council Meeting**

### **Minutes of the Town Council Meeting held on Tuesday 3<sup>rd</sup> November 2025.**

The minutes of the Town Council meeting held on 3<sup>rd</sup> November 2025 were considered and approved following typo amendment.

**RESOLVED: That the minutes of the town council meeting held on 3<sup>rd</sup> November 2025 are approved with amendment.**

Officer's Report including Administration, for information unless stated.

#### A) Action

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- LCC invoice – this has been followed up. It appears to be from Christmas light switch on from 2023 for a moved bus stop that has gone unpaid. At the time, it was contested regarding whether it was the responsibility for the council. This has now been paid in the time since the last meeting due to agreement at previous Padiham Town Council Meeting.
- Date has been booked in for February for traffic management course. Approximately this will be the 2<sup>nd</sup> and will be with Katie.
- Stage curtains – the company doing it are busy. It will be early next year by the time it gets around to being our slot on the schedule. Problems with stage curtains prior to beer festival. They had to be put back up due to an event that had caused problems with them. It appears people who have hired the room are running on the stage, which is out of bounds. There is now a sign being put up, and they are being roped off. Stairs will also be moved before events too.

**RESOLVED: Stairs to be moved prior to events in hall, and stage to have signs informing people it is out of bounds.**

- Town manager meeting for Alun tomorrow – are we raising something that has not been resolved for this meeting, and we need to ensure it has been resolved for the next. Importantly, this needs to be raised by Alun specifically regarding the empty properties and what the plans are. An email will also be sent to back this up.
- Waiting for a response from the Neighbourhood board.

**RESOLVED: Alun to raise questions about town centre strategy, and empty shops specifically at meeting on 02/12/25.**

- No response from Bank of Dave, despite follow up email being sent. The next plan may be to do another application.

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- Website – no updates at present. No code has been received to get into it. Tier 2 has not been in contact, but there is a firm waiting to review it for us.
- B) Correspondence
- a. N/A

## **Finances**

- a) As of 15<sup>th</sup> September, overspent against budget £10,361 and a shortfall against budget £27,646. This was mentioned in the strategic working group.
- b) We still have a remaining 5 months of revenue which will dilute the figure.
- c) Spending may increase slightly, but this cannot be confirmed due to not having updated figures.
- d) This is only forecasted budget figures, but does not mean at the year end we will be in a negative situation.
- e) Our investment as of this morning £55,322 – it has been confirmed we can withdraw money whenever we want to. As we do not have an updated version of the bank figures, but when Steve is back, these should be backdated.
- f) Concerns on finances and toilets: Option to move £1k from finance to events. There are two lines for toilet refurbishment, and wrong one was read. £10k has been budgeted for this, but this refurbishment can be pushed back by 12 months. The complication of this is the agreement with the builders, and whether this could affect Burnley's contribution to the project. Morris said we should not be worried as we do have reserves, but it may be best to be careful. We need the updated figures as we need to submit a preset report to Burnley, this normally happens in December. Normally when this happens it means our reserves are somewhat reduced, but we are still currently underbudget. Toilet refurbishment was booked 12 months ago, and there is a question of whether Burnley would still have the money if the toilet refurbishment is pushed back. We will be okay to resolve this at the next town council meeting, despite work expected to start in January. We may need to communicate with the builders to confirm. Events have been turned away to accommodate this. Burnley Leisure said doing up the toilets at the mechanics was one of the best investment decisions they have ever made.

## **Working groups**

### **Events working group**

- Beer festival, supplementary report for last meeting. Thanks to those who helped on the doors, and put the floor down, and sorted the curtains. Debbie who did the sandwiches, and John Duckworth who cleaned the floors afterwards. Budget of £1,400. Security was £384. We overspent this year by £17.47. With what we took in and the sponsorship, was £384, and from Tesco for the sandwiches which took in £146. For the Mayor's fund £1062.11. Someone will need to take over the beer festival next year, we need someone with new ideas. 357 people attended over the period. This will be discussed at the next events working group.

- Pantomime was a commercial set up, but did have a good turnout.
- Mechanics and culturepedia – looking to hold several more theatre events over the course of the next year following a recent event they held. This would generate a deal of publicity through the mechanics brochure and online.
- Light switch on – great event. Only piece of feedback received is that the sound was rather difficult, people were struggling to hear out on the street. Same problem with choir at remembrance. Great event, hoping for numbers upon Steve's return. We know from Tombola, Kitchen, mulled wine, it was expected just under £1000 in profit.

### **Planning working group**

No meeting held.

The 5 houses at the bottom and the righthand side have planning permission reapplied for (which was previously approved in 2018, but the company hit financial problems due to covid). There were houses there originally and the land is currently not being used.

### **Strategic planning and finance working group.**

Meeting held.

Budget was not discussed due to not having updated figures.

Pack testing for electrical equipment.

Stage curtains (as discussed).

CCTV – agreed to get a number of cameras, but still waiting on final quote so outstanding for action.

### **Bar Management Update**

Thursday 4<sup>th</sup> November, took possession of bar. No dipsticks used, but estimates for bar stock were in our favour. If the spirit bottle was  $\frac{3}{4}$  full, it was seen as  $\frac{1}{2}$  full. All cordials given and shot glasses. The value is about £2.5k paid for stock, this does not take into account the barrels in the cellar. There was only one there, and a new invoice for £520 has been received. Bryan to pay.

First event on Saturday went very well according to Andy and Gary. £969.60 was money taken on first evening. We made about £300 on first evening, after direct cost estimates taken out.

Who has keys for the bar – should we take the keys from Bryan/Chloe? Due to us wanting assistance from Bryan over the next 5 months for the transition, it may be unfortunate to do so due to potentially harming business relationship. Mack did raise sensitivities about who has access to Padiham Town Hall building with regards to councillors. It may make sense to have a discussion regarding who comes into the building in the name of the council. Currently fobs are numbered, and a record of which number accessed the building when is on the system.

Line dancing event very successful. The organisers have said they are considering doing an event every other month.

**RESOLVED: Allow Bryan to keep access to the keys, and not take them off him for the time being. At the end of the 6 month transition period, the keys will be taken back at that time. Regarding Chloe, this will be assessed at the time period to understand the circumstances at that time period if she stays working behind the bar.**

Should an invitation be extended to Gary to allow him to attend council meetings.

**RESOLVED: Invitation to be extended to Gary.**

The equipment, cleaning and vacuums, is difficult to use. This is the same for the cleaning materials. Behind the curtain area, following Christmas light switch on, there are 5 marquees. Problems in getting to the round tables for events that require other equipment, and problems in allowing people to access their equipment. Morris suggested moving the marquees to the small room. Not everything fits in the small room, but marquees are intended to be kept there.

We need to look at equipment for cleaning. This needs to be on next agenda.

**RESOLVED: Chris and Morris agreed to move them to the small room at 10am on Thursday. Sides may be moved to under the stage.**

### **Mayor's Business**

At Christmas light switch on, the wood panelling at the back of the ballroom where the chairs are stacked, has been damaged. It does not look very good, we may need a professional polisher to do a repair on it. It is scratched but needs someone who knows what they're doing. The problem with this solution is that chairs will continue to scratch it – we need something to protect the panelling.

The pennyfold community garden have redone the telephone box and have done a fantastic job on it again. They have asked for £100 towards the cost of it – the town centre improvement budget may be used for this? We ought to get £100 towards pennyfold at some point soon. It was discussed, at least in part, that the red telephone project was free to get the thing moved as the company did the welding etc. It was never discussed who would maintain it. It is expected they will most probably be asking for money for the maintenance of this project twice per year. Morris confirmed there is money available to fund this twice per year.

**RESOLVED: The use of the town centre improvement budget for the telephone upkeep will be formally agreed at the next meeting due to lateness of the agenda going out.**

Bus stop at Slade Lane (at the top) is now accessible for those with disabilities. Same for those at Blackburn Road, and all the way down.

Date of next Town council meeting: Monday 5<sup>th</sup> January 2026 at 7pm.

Abnormal to meet in January but necessary to meet regarding the preset. Prior to a decision on the preset, we will need figures to understand where finances currently are. We need to know what date we need to get the preset into Burnley, but a plan is needed for if Steve is unable to comeback. Potential option, to ask someone from finances to go over Padiham's financial books. Full council is necessary to agree the preset – no working group can approve. This would be a special agenda full council to allow for the discussion of the preset. It may be best to have a catch up with Steve to understand if he will have the capacity, if he returns to navigate the finances. Meeting date TBC dependent on circumstances.

**Meeting Adjourned**