

# **Minutes of Padiham Town Council Meeting**

Held on Monday 2<sup>nd</sup> February 2026 at 7pm in the Council Chambers

## **Present:**

**Town Councillors:** Councillor A. Lewis (in the Chair), David Alexander, Keither Barsby, Maurice Duckworth, Mac Harrison, Peter Haigh, Peter McCann, Vincent Pridden, 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 Claire Pilkington, John Harbour, and Dianne O'Neill.

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**

Report was submitted for January 2026. This is a separate document.

No questions regarding the police report.

“The same group of offenders have been charged” – what group is this? It was agreed that this was a continuation from the previous sentence.

## **Town centre Manager Report**

Report was submitted for February 2026. This is a separate document.

Asking Katie about the plans for the empty buildings. Mac said he spoke to Katie and she said she would be happy to come to a council meeting. If we could do a special meeting to discuss policy for empty buildings in Padiham, Katie said yes to this. It may be best to do this, even if all councillors cannot attend.

RESOLVED: Alun said that he would contact Katie to ask when she is available. Suggested she could attend the next Strategic Planning and Finance Meeting. Alun agreed this would be a good idea.

## **Public Questions**

No public questions received – please note a public question was received later in the meeting which can be seen further down in the minutes.

## **County and Borough Reports**

There were no reports received.

Alun said he put a flood defences update on his Facebook regarding an update from the Environment Agency. He offered to circulate this to councillors. Burnley Borough council has not yet passed any information onto Padiham Town Council. Hoping to have a final completion date of 2028. Preliminary works starting on Waterside Mews this year. If/When the residents agree (which would need to happen in blocks), this would then start.

The railway bridge – as far as Alun knows, everything is proceeding as scheduled and should be done by March. They have to spend all of the money by March or lose it.

### **Padiham Organisations report**

No Padiham Organisations Report received.

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

### **Minutes of the Town Council Meeting held on 5<sup>th</sup> January 2026**

The minutes of the Town Council meeting held on 5<sup>th</sup> January 2026 were considered and approved following typo amendment.

Vince moved and Dave seconded.

**RESOLVED: That the minutes of the town council meeting held on 5<sup>th</sup> January 2026 are approved following typo amendment on page 9.**

### **Officer's Report including Administration, for information unless stated**

- A) Action
  - a. First page:
    - i. Road management people went on a traffic management course today. They will be doing their own road closure.
  - b. Second page:
    - i. PAT testing – it gets done in May every year.
      - 1. What happens to equipment that is bought in the time before May – does this need to be tested. The items that we have gotten from Molly's will need to be PAT tested.
    - ii. £100 for the upkeep of the phone box – Any will be chasing this to know if this has been sent.
    - iii. HMO – the application has been withdrawn.
  - c. Third page:
    - i. Ballroom manager's report – needs to be put into the agenda.
      - 1. Report given by Andy:
        - a. Line dancing – sent a business case proposal to be discussed later in the meeting.
  - d. Fourth page:
    - i. The precept has been submitted – Andy confirmed we have received a confirmation of receipt email from Burnley Borough Council.
  - e. Fifth page:
    - i. No comments

- f. Sixth page:
  - i. No comments
- g. Seventh page:
  - i. No comments
- h. Eighth page:
  - i. Number 15: The Council chamber weddings – question regarding who is doing publicity now the person responsible has left. This needs to be chased.
    - 1. Andy said he had shown a couple around – but they were only using for night time, not for the council chamber.
    - 2. Alun had a question regarding how much it costs to hire the council chamber room – it would need to be looked into the price of the wedding package to know this.
    - 3. Question regarding what the cost was for this (£200) – this is to pay the license fee to LCC.
- i. Ninth page:
  - i. Typo amended: £17.47.
- j. Tenth page:
  - i. NO comments

### **Meeting adjourned for public participation**

Public Question: Cowley Crescent and the petrol station forecourt being used for parking. Problems in Whitegate being used only for commercial, but this did use to be for public use. People are parking on the curb all of the time. The gas cylinders in the forecourt are being placed in an entrance way.

Alun: has submitted the request to Burnley Borough Council with questions in relation to planning matters. Alun to chase this.

Planning committee to convene to look at the area and create a report to be shared amongst town councillors prior to next meeting.

Vince – parking is terrible from 2pm onwards. This includes the teachers not parking on their designated car park. Struggling with parking all of the time. Is it possible to ban parking there altogether? Also problems with vans consistently parking near the petrol station continually and preventing people from being able to get down the street.

Alun said he has spoken with LCC consistently about this issue. The LCC officers have to observe people from parking on lines for at least 5 mins. Otherwise if they are causing an obstruction, it becomes a complicated police matter.

Vince said he feels the whole area needs to be looked at. There are problems with obstructions consistently, preventing people from being able to see oncoming traffic.

It needs to be considered if Shuttleworth are the problem. It may be best to write to Shuttleworth College to discuss with Governors and parents.

If LCC officers do a site visit, it may be best they come between 2 and 3pm.

The gas cannisters need to be looked into as this is a safety matter.

The member of the public also stated they have problems with light pollution issues from the garage as the lights are being left on all night. This will be looked into.

### Meeting reconvened

#### B) Correspondence

##### a. Business Case Proposal: Line Dancing Party Nights

- i. Vince believes they should pay like everyone else. One cannot make an exception for one specific group/business.
- ii. Alun agreed with this and said even if we take £400, this is barely covering the costs.
- iii. Peter disagreed with the way in which the costings for the bar were mentioned in the proposal. Taking £400 is irrelevant as this belongs to us as it is part of our bar takings any way. On the last two line dancing nights, only £30 was taken. Wages, costs of product already bought are already being taken out of this.
- iv. Morris agreed with Vince and said it should be completely rejected. At the next strategy meeting, price of hire is to be reviewed and potentially requested to be increased. Morris said he proposes if the council votes yes or no, and then the strategy group then reviews the price and submits a request to the council.
- v. Peter said the price should be above £90 anyway due to the setting up and setting down times.
- vi. Andy said that the events are pretty full. They are costing £15 per ticket, and Andy estimates about 100 people are there.
- vii. On line dancing nights the tickets cost £7, and on advanced nights these are £10. There are more people attending each week according to Andy.
- viii. Vince mentioned in the prior meeting that it was resolved the business would pay standard rates in January meeting.
- ix. Deputy Mayor was asking about the costs associated with Saturdays. He does not believe they should get the room for free. He is asking if they can guarantee six uses, they get the 6<sup>th</sup> free.
- x. Vince suggested we still make them pay the full amount and stick to the resolution of the previous meeting. It may be the case they struggle to find elsewhere and come back.
- xi. Alun suggested we tell her the price should remain unchanged. Alun also suggested at the next strategic planning meeting, the group could discuss bulk use budgets.
- xii. Maureen said the lines of communication with these people have been a bit hit and miss. They have been dealing with Andy, Gary, and Steve. The business is clearly successful and making a profit. We should stick to our guns with the prices but our lines of communication need to improve. We need to set out the reasons for the price decision accordingly and inform them of the reasoning behind it.
- xiii. Peter highlighted that they are making a healthy profit, but the Town Council is not. We need to make a healthy profit as well.
- xiv. Christine said she believes what we charge should be what we charge. What they make is their profit, and what we charge is separate from this.

We should give them our charges, and the decision remains with them if they would like to continue to use the room.

- xv. The deputy mayor did have concerns regarding the fact they are our biggest client at the moment. We need to ensure our ballroom is being used as much as possible.
- xvi. Christine highlighted the mechanics have said they are interested. Jack Bamber (who works at the mechanics) said they would like the Thursday slot for things such as amateur drama.
- xvii. Alun also said head of culture at Burnley leisure from the mechanics and it was mentioned it could be best to use the space. Putting people in Padiham could be an ideal solution as an in-between size between their small front room, and their larger upstairs room.
- xviii. Andy said Lee and Jack came down and spent an hour looking at the space to look at what they would like to do.
- xix. Keith asked if this has been followed up on – is this just a Thursday?
  - 1. Andy to follow up and ask.
  - 2. Alun was also asking if there would be a way of them being able to check through a system if the ballroom is free and booking straight in, to incentivise them and prevent back and forth.
  - 3. Deputy mayor had concerns about security and ticketing logistics.
- xx. RESOLVED: The council voted for the charges to remain the same. This was unanimous with one abstention. The decision will be explained to the business by Andy. Andy will also follow up with Burnley mechanics to see if they would like to use the space more than a Thursday. Alun will also speak with them.

## Finances

- a) Budget Review – precept budget and setting confirmation
  - a. The precept has been submitted with written response of receipt received.
  - b. The budget has been set which we may wish to amend before next financial year. At the moment struggling due to problems in obtaining accurate figures, so this would need to be reviewed at a later point.
- b) Stage Curtains
  - a. At September meeting, Keither submitted a quote for £4519 for rear stage curtains.
  - b. At October it was approved that we approved £4000 spend on curtains. Then the specification changed, so the updated quote is now: £6148 inclusive of VAT. As the VAT can be reclaimed, making the figure: £4918.
  - c. The council previously approved a lower figure, so the council needs to approve if this spend is to be made.
  - d. Keith said that Steve had asked about changing the spec so the curtains we have are rigid, and also asked if there was a way to make the curtains able to be turned on the rails, which is where the £1500 changes came from.
  - e. Alun asked if there was the option of sticking with the original quote – Keith believed this would be possible.

- f. There is a 6 week lead time on the brackets for the swivel curtains.
  - g. Maureen mentioned the advantage for the performances of pantomime groups. Peter agreed and said ultimately this is needed to incentivise extra bookings.
  - h. Strategic would decide when to do it, and how to do this to ensure the budget can deal with the costs.
  - i. RESOLVED: Peter proposed that we would go forward with it, subject to strategic finding the money in the budget for this. Chris seconded this, council carried.
- c) Gents toilets – costings, estimate and spec
- a. The start date for the toilets has been pushed back to 16.02.26 so the Soul night can be held.
  - b. Peter and Morris met with services from Burnley Council and the contractor. At the end of the meeting, it was understood a quote would be sent that allowed for the urinals to stay the same, and the sinks to be replaced by conventional sinks, and the heating system would be a roof mounted electric fan. The specification has reduced the urinals to two, takes away the heating system, and replaces it with a radiator. Finally it has a vanity with two sinks. The price is now very expensive, and the question will be who pays for this now.
  - c. Peter and Vince will now be meeting Burnley Council and the contractor on Wednesday. The situation has become very confused as it is unknown where the request for two urinals has come from. The gents toilets does not currently have any budget for this year. It has been discovered that the £10k for this financial year has not been included in the budget for this financial year.
  - d. Alun questioned this but the money is not there.
  - e. Peter said £5k was agreed to be paid by both parties, but it has now jumped to £23k. The specs keep changing and we are being left in the dark. It is unsure where these changes are coming from.
  - f. We have no budget for it, so Chris suggested that we kick this down the road.
  - g. Christine requested we check previous minutes regarding what has previously been agreed. Alun agreed that we should check last year's budget. Without VAT it is just under £20k. This would be the total for us and Burnley combined.
  - h. Alun said that if we had budgeted £10k for this, it would be okay as Burnley could pay the rest, as per the agreement. Alun thought it was a similar deal to the ladies, where it would remain 50/50 until the 10k point and then if above, Burnley would cover the rest.
  - i. Alun said it would be best to check our previous minutes from the Budget.
  - j. Maureen stated her understanding was this would be similar to the ladies. Questioned how this has become so convoluted.
  - k. The ladies toilets were in the 24/25 budget, but has been paid this year. It may be that there is a clerical error, but currently they are not in the balance figures, or the sheets that Morris has.
  - l. Peter, Morris and Vince will be seeing Burnley and the contractor on Wednesday. Should they continue with the schedule, or say issue about the budget.
  - m. Alun said it may be best to discuss this with Steve – if it is in the budget, then this means we can go forward with. Maureen has an update on Steve at the end of the meeting. Morris has concerns regarding running blind on figures and it needs to be sorted.
  - n. Alun has concerns about making a decision on the toilets without the facts and figures in front of the town council.

- o. The meeting on Wednesday is to discuss the spec and the quote.
  - p. Mac said he understands there was £10k moved from one year's budget to the next and that we need to understand why the spec has changed. We need to choose the spec.
  - q. Chris proposed the toilets be scrapped altogether.
  - r. Maureen said she could contact Steve regarding if this has been budgeted for.
  - s. Vince has concerns about where the £10k is – we would need to find it by taking it off of other things.
  - t. Alun proposed if it has been budgeted for, it goes ahead as planned with £10k as a ceiling (with spec to be discussed at meeting). Otherwise, if not budgeted for, we cannot go ahead.
  - u. Morris said he received an email from the town clerk that said he could not change the start date for the toilets. He had questions about what we are allowed to do in terms of the spec etc.
  - v. Alun said so long as it is a reasonable to allow for the toilets to be brought to the spec that is to modern standards.
  - w. Morris asked if going forward, the group would have the approval to make decisions regarding the spec without needing to refer back to the town council.
  - x. Peter explained that he had said that we do not want vanity units, only for the pipes to be boxed in.
  - y. Deputy mayor questioned whose responsibility the specs were. Peter said the specs were agreed at the meeting, but this was then changed in the received quote. The question is, who has changed the specs. This needs to be asked on Wednesday. The team will need to know if they have the £10k before Wednesday.
  - z. If we have the budget, it needs to be known by Wednesday as they will begin to purchase the equipment etc.
  - aa. RESOLVED: if we have the budget, it will go ahead as agreed with the spec to be sorted by Morris, Peter etc. Otherwise, work will be paused.
  - bb. Deputy mayor had questions regarding if we would be overdrawn, due to their being approx. £5k in current account. Vince confirmed this was not the case, with Morris also highlighting we have the investment money too.
  - cc. Deputy mayor highlighted that with us not knowing our finances until a month after the fact (due to statements received at the end of the month), are we at risk of going over. Vince explained he has access to the accounts as he approves payments, he is able to get a statement at any time.
- d) Updated figures from statements dated 02/01/2026 (separate sheet).

### **Working groups**

#### **Events working group**

Need to confirm dates of events for this year.

Dates agreed following circulation from Vince with the exception that:

- 9/10<sup>th</sup> oct beer festival – to be changed from this date to the 18<sup>th</sup> September weekend. Needs to be confirmed if there is a market on this weekend.

These dates should be emailed to councillors, alongside dates for council meetings.

Christmas – considered if this should be on a Saturday – vendors cannot do this as they would be in Colne. Market from 4pm – 8pm but stage show beginning at 5pm due to lack of crowd prior. Hiring a larger stage is £1500 – the cost is £700 for one piece of staging in 2025. The snow globe was not a great success, and it was £150, it may be best to not have this and instead have some carol singers instead. The drums, dancers, and choirs want to come back – having a bigger stage would make this safer.

We did not have Santa's grotto last year, and the same will probably be the case for this year. Dancers, singers, etc will need a room to be in and will assist them in getting to the stage safely. Rotary club have asked if Santa's grotto could be done this year, but inside is now full. Alun suggested using stage/curtains to make it. Vince said problems in queuing etc.

Alun suggested a gazebo as this was done one year. Vince will put this to the rotary club.

Fireworks are booked in but deposit has not yet been paid. It has been okayed to pay this in April.

Party in the park – if we want a bird display, this will cost either £500 (everyone gets a photo, and no one has to pay), or £300 (people have to pay for photos, £4 per each). If £500 can be done in budget, this is okay.

Morris has also asked if the Christmas lights that shine on the town hall can be on throughout the festive period.

Mayor making change – on 16.05.26. the judging will be done on the day. New mayor will be judging on the day. Question regarding should it not be the 18.05.26 due to it being fixed. In previous years this used to be a week before Burnley's to allow the new mayor to attend Burnley's. This was then changed due to Hapton's for a clerical matter. This made it the third Monday.

Alun asked Steve when it would be, and this was the date that was said. Farewell may need to be moved.

### **Planning working group**

Update will be given at next meeting, none for the time being.

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

No update.

### **Items for discussion**

#### **a) UK town and culture**

- a. Due to Steve not being here, cannot do it. That said, Padiham would be eligible to submit an expression of interest. Worth looking at. The application has to be in by March for 2028.
- b. Question regarding whether we are included in Burnley's bid. They are asking for input from Padiham groups for their bid.

#### **b) Local elections**

- a. Padiham town council is up for re-election this year.
- b. Town and parish councils will still be continuing this year as they are unaffected by LGR.
- c. The town clerk will instigate this process, and will be organised via Burnley.

- d. Everyone is warded and everyone has the option to put their name forward again should they choose to.
- e. Alun to check with democracy how this operates.

**c) Kids Cinema Club**

- a. Vince asked if the council wish to continue with this. There are normally 5/6 kids, but does not seem to be gaining momentum.
- b. The hub run it but our facilities and DVDs are used etc.
- c. The hub are not pushing it currently but they don't seem to have any enthusiasm for it. Normally it is at 5pm.
- d. Peter requested a letter to be sent to the hub to notify them that due to the cost, the council believes without attendance improvements, the council may need to stop the club.

**d) April/May Council Meetings**

- a. May:
  - i. The mayor making happens as a separate event due to problems in doing it the same night as the council meeting.
  - ii. Due to Steve having to do Hapton, the day was moved.
  - iii. Town council meeting could happen on the first Tuesday of the month.
  - iv. Mac questioned if we need a full council meeting, and then mayor making.
  - v. The normal full council will be Tuesday 5<sup>th</sup> May.
  - vi. Mayor making will stay at the 18<sup>th</sup>, but this needs to be looked at for the year after.
- b. April:
  - i. Full council meeting to be Tuesday 7<sup>th</sup> April.

**Mayor's business**

**a) Padiham's Got Talent**

- a. Has been scrapped due to a good number of schools pulling out. Offered to move it but no come back.

**b) Chess Tournament**

- a. They cannot do the dates we offered, unsure of whether this will be going ahead. Contact has been contacted to see if alternatives worked, waiting for a response.
- b. Tuk shop would be run for mayor's fund, and the normal cost of venue hire would be going into the mayor's fund too.

**c) Ladies Night**

- a. No update

**d) Battle of the Bands**

- a. Event being organised for March 14<sup>th</sup> where bands will be in to do a competition. Alun said to ask anyone who knows bands to sign up via town council email.
- b. Winning band will get 50% of the door, and will be chosen by the crowd.
- c. The prize a band would really like would be their own gig night – Alun asking if this would be an okay prize to give for a mayoral event?
  - i. Phil declared an interest due to speaking to Claire and Paul Ashcroft regarding a Soul Night for the mayor's fund.
  - ii. Mayor gets three free functions per year, Alun could use one of his for this night (even if after his mayoral term).

**e) Quiz night**

- a. Eventbrite account has been set up for mayor's fund.
- b. Option to add on fee during booking process has been added on so fund does not take the hit.

**f) Fundraiser dinner**

- a. Unsure of date yet
- b. Most likely to be in the cellar (restaurant).

**g) Padiham's Music Festival**

- a. Going ahead 18.04.26
- b. Getting acts into the ballroom for the main stage
- c. Kings are, tap have signed up, and so have the football club. The dutchman, mooch, and the bridge are also all putting music events on.

**Date of the next Town Council Meeting:** Monday 2<sup>nd</sup> March at 7pm.

**Meeting adjourned**