

MINUTES

KELBROOK AND SOUGH PARISH COUNCIL



Chair: Cllr C. Elley
Kelbrook and Sough Village Hall
Dotcliffe Road
Kelbrook, Barnoldswick, Lancashire BB18 6TQ
Tel: 01282 842718
email: clerk@kelbrookandsough-pc.gov.uk
website: <https://www.kelbrookandsough-pc.gov.uk>



Kelbrook and Sough Parish Council Meeting
Thursday 14th May 2026
7:40pm Kelbrook Village Hall

1. Welcome

The Chair of the Parish Council welcomed all to the meeting.

2. Attendance, Apologies and Non-attendance

2.1 Recorded attendees were Cllr Elley, Cllr Ashley, Cllr Wright, Cllr Galway, Cllr Lancaster.

2.2 Accepted apologies were received from Cllr Mayers.

3. Declarations of Interest

None.

4. Public Participation

No members of the public were present.

5. Minutes

Resolved: To accept as an accurate representation the minutes of the meeting held 9th April 2026.

6. Update on Items and Issues from Previous Minutes

6.1 Sough Bridge Mill possible environmental issue

Case No. 02402255

Clerk/RFO waiting for a response from PBC.

6.2 Parish Council Facebook Page

Clerk/RFO has created a profile for Kelbrook and Sough Parish Clerk which will be used to post information only onto all the Parish social media accounts and is now live.

7. Reports from Meetings with other Organisations

7.1 WCAC Meetings

No representation from Kelbrook & Sough PC at the meeting held on 12th May 2026 as it clashed with the Annual Parish Meeting.

8. Matters arising from Correspondence

None.

9. Planning Matters

None.

10. Weed Control

10.1 **Noted:** Parish Council has subscribed to the Green Bin Garden Waste Scheme.

10.2 **Noted:** Salt and White Vinegar purchased for use by the Gardener for weed control.

Resolved: Clerk authorised to purchase.

11. Assets and 'Get it Done' Days

Date confirmed 31st May 2026. **Resolved:** Additional volunteers to be sought via social media posts.

Only the following items were discussed:

11.1 Notices to Dog Walkers

Resolved: Cllrs to approach local farmers for permission to place the notices in readiness for the 31st May

11.2 Siting of 2 new benches.

Resolved: Clerk to let councillors know which benches are being replaced.

MINUTES

11.6 Planters

Clerk/RFO explained that budgeted money available for planters was available from the remaining Biodiversity Grant £353.34 and advised that this was not enough (based on Salterforth Spend). A discussion took place regarding perennials. Clerk/RFO had taken advice from a local garden centre who advised against this due to location of the troughs, pollution, and ongoing compost condition. Cllr Elley agreed that perennials were not a good idea. **Resolved:** Council approved a budget for planting of £750.00 in total. £353.34 from Biodiversity Grant, £396.66 to come from General Reserves. Clerk/RFO to amend budget.

11.7 Litter Pick

Resolved: Cllr Elley to locate litter pickers and hi viz in readiness for 31st May.

Other potential jobs were discussed along with the need for gardening tools and gloves.

Resolved: Cllr Elley to draw up a task list for use on the day. **Resolved:** Cllr Lancaster to provide gloves.

12. Finance

12.1 to 12.5 **Resolved:** Payments, Receipts, Cash Book, Bank Reconciliation, Bank Statement, Payment Schedule, and Budget Analysis were all approved and countersigned for April 2026.

12.6 **Noted:** Receipt of Q1 and Q2 Precept payment £7,884.00.

13. Earmarked Reserves Account

13.1 **Resolved:** To defer any decision on the virement of £1,375.00 WCAC Grant until the cost of the park refurbishment has been determined.

14. PPIF Funding

14.1 The benefits of an in-house project were explained by the Clerk/RFO in relation to claiming VAT back. Council discussed the need for a new slide, replacement top bar on the swings, woodwork sanding and re-treating and various minor jobs.

Resolved: Council will seek quotations for refurbishment on receipt of the Annual Playground Inspection Report which should be available from August 2026. Clerk/RFO to complete Grant Application form and return to PBC as soon as possible.

15. Dog Fouling Sough Park

Since the original concern and the start of grass cutting season, the issue has improved. **Resolved:** Continue to monitor.

16. Policy Reviews

16.1 **Resolved:** The following Policies were reviewed and adopted with no changes: Complaints, GDPR Data Breach, Equal Opportunities, Grants and Donations, Internal Audit, Persistent and Vexatious Complaints, Retention Schedule, Social Media, Unacceptable Behaviour and Disorderly Conduct, Publication Scheme.

17. Date of next Meeting

11th June 2026

The meeting closed at 8:23pm