

Local Government Act 1972

Whalley Parish Council

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on
Thursday 17th April 2025 in the Calder Room, Whalley Old Grammar School at 7.30pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Minutes

Agenda items should be submitted to the Clerk seven clear days before the meeting.
The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days
before the meeting.

1.	Attendance & Apologies	
	Present: Cllr Highton (Chairman), Cllr Mirfin, Cllr Threlfall, Cllr Vickers, Cllr Smith. Apologies: Cllr Allen, Cllr Ball (although arrived later), Cllr Hindle. In Attendance: Liz Haworth (Clerk) 3 members of the public.	2607/25
2.	Declarations of Interest	
	No members declared any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	2608/25
3.	To Approve the Minutes of the Previous Parish Council Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 20 th March 2025.	2609/25
4.	To Receive the Minutes of other Committees/Meetings	
	4.1 It was resolved to receive the minutes of the Planning Committee Thursday 20 th March 2025.	2610/25
	4.2 It was resolved to receive the minutes of the Church Committee Meeting 10 th June 2024.	2611/25
5.	Co-option to Fill Councillor Vacancy	
	5.1 Members resolved to co-opt a new member to the council, Peter Duckworth.	2612/25
	5.2 Council received the Declaration of Acceptance of Office signed by Cllr Peter Duckworth.	2613/25
6.	Adjourn the Meeting for Public Discussion	
	The meeting was adjourned for members of the public wishing to speak at the meeting in respect of items on the agenda or to update on relevant village matters. (5 mins per person) It was reported that the railway station is running as normal. There are new railings to the steps and the pillar has been repaired. Dales Rail has resumed its service. The viaduct works are now completed.	2614/25

	It was raised that the steps to Hellicliffes are tricky to manage and it was requested that some tape be placed on the edge of the steps to improve visibility. Clerk to contact Lengthsman.	2615/25																																																																																																																																																																																																																																																									
7.	Monthly Financial Report																																																																																																																																																																																																																																																										
	<div>It was resolved to Authorise Accounts, Payments, Receipts & Balances for April 2025.</div> <div><table><tr><td colspan="4">Whalley Parish Council</td><td>Cash Book</td><td colspan="4">APRIL 2025</td></tr><tr><td colspan="4">Approved Minutes Ref No:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Chq No.</td><td>Date</td><td>Inv no.</td><td>Payee / Payer</td><td>Description</td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>NW</td><td>Curr</td><td>NW QE2</td><td>Skipton</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>£</td><td>£</td><td>£</td><td>Total</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>£</td></tr><tr><td>DD</td><td>01/04/2025</td><td></td><td>Easy Web</td><td>Website/Email Services</td><td>(86.75)</td><td></td><td></td><td>(86.75)</td></tr><tr><td>BAC</td><td>07/04/2025</td><td></td><td>RVBC</td><td>Precept</td><td>84,150.00</td><td></td><td></td><td>84,150.00</td></tr><tr><td>BAC</td><td>14/14/2025</td><td></td><td>RVBC</td><td>VE Day 80 Grant</td><td>500.00</td><td></td><td></td><td>500.00</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td></td><td>E Haworth</td><td>Salary/Office/Travel</td><td>(1,286.15)</td><td></td><td></td><td>(1,286.15)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td></td><td>HMRC</td><td>Tax£234.20 NI£35.06 ENI£160.39</td><td>(429.65)</td><td></td><td></td><td>(429.65)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td></td><td>E Haworth- Reimbursement</td><td>RBLI VE Day 80 Flag</td><td>(23.98)</td><td></td><td></td><td>(23.98)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td></td><td>E Haworth- Reimbursement</td><td>Lifepak CR Plus Pad Replacement</td><td>(130.00)</td><td></td><td></td><td>(130.00)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td>2.3E+08</td><td>E-On Next</td><td>Vale Gardens Electricity</td><td>(14.37)</td><td></td><td></td><td>(14.37)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td>739</td><td>Abbey Gardening Services Ltd</td><td>Vale Gardens (March 2025)</td><td>(327.60)</td><td></td><td></td><td>(327.60)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td>735</td><td>Abbey Gardening Services Ltd</td><td>Parish Churchyard (March 2025)</td><td>(418.80)</td><td></td><td></td><td>(418.80)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td>52</td><td>Altham Parish Council</td><td>opp 112 Mitton Road LC33</td><td>(165.40)</td><td></td><td></td><td>(165.40)</td></tr><tr><td>Bankline</td><td>21/04/2025</td><td>70</td><td>Party People</td><td>VE Day Bunting</td><td>(500.00)</td><td></td><td></td><td>(500.00)</td></tr><tr><td colspan="5">Movement in Month</td><td>81,267.30</td><td>0.00</td><td>0.00</td><td>81,267.30</td></tr><tr><td colspan="5">Cash Book Balance at START of Month</td><td>9,936.27</td><td>1,095.00</td><td>81,705.68</td><td>92,736.95</td></tr><tr><td colspan="5">Cash Book Balance at END of Month</td><td>91,203.57</td><td>1,095.00</td><td>81,705.68</td><td>174,004.25</td></tr></table></div> <div><table><tr><td colspan="4">Bank Reconciliation</td><td></td><td>NW</td><td>Curr</td><td>NW QE2</td><td>Skipton</td><td>Overall</td></tr><tr><td colspan="4"></td><td></td><td>£</td><td>£</td><td>£</td><td>£</td><td>£</td></tr><tr><td colspan="4">Bank Statement Balance at START of month</td><td></td><td>9,936.27</td><td>1,095.00</td><td>81,705.68</td><td>92,736.95</td><td></td></tr><tr><td colspan="4"></td><td></td><td></td><td></td><td></td><td></td><td>0.00</td></tr><tr><td colspan="4"></td><td></td><td></td><td></td><td></td><td></td><td>0.00</td></tr><tr><td colspan="4">Cash Book Balance at START of month</td><td></td><td>9,936.27</td><td>1,095.00</td><td>81,705.68</td><td>92,736.95</td><td></td></tr></table></div>	Whalley Parish Council				Cash Book	APRIL 2025				Approved Minutes Ref No:									Chq No.	Date	Inv no.	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8.	WPC Policy Documents																																																																																																																																																																																																																																																										
	8.1 It was resolved to adopt the updated Financial Regulations with an amendment to Section 7 7.1 to state that any changes to the account administration must be dually agreed by the two account leaders, who shall be members of the council nominated by the Council.	2617/25																																																																																																																																																																																																																																																									
	8.2 It was resolved to adopt the Co-option Policy and Application form.	2618/25																																																																																																																																																																																																																																																									
9.	Planning Permission Whalley Sports Park																																																																																																																																																																																																																																																										
	9.1 Cllr Smith & Cllr Highton attended a meeting at Ribbles Valley Borough Council offices with Craig Harrison and Stephen Kilmartin to discuss the pre-planning application. It was recommended that WPC contact LCC for their input before submitting the application.	2619/25																																																																																																																																																																																																																																																									
	9.2 There was no further update on the provision of an all-weather pitch on the QEII land, although it was recommended that the site be measured to assess its suitability for a pitch.	2620/25																																																																																																																																																																																																																																																									
10.	Speeding Awareness/Joint Working Group/Traffic Matters																																																																																																																																																																																																																																																										
	10.1 The joint working group meetings appeared to have currently paused.	2621/25																																																																																																																																																																																																																																																									
	10.2 The Council reviewed the previous year’s SpID summary provided by Cllr Threlfall and agreed to its submission to LCC for information.	2622/25																																																																																																																																																																																																																																																									

	10.3 New locations for SpID plates along Clitheroe Road are to be investigated by Cllr Threlfall.	2623/25
	10.4 It was resolved to agree a new SpID Rota contract with Altham Council. Clerk to contact Altham P.C.	2624/25
11.	VE Day 80th Anniversary - 8th May 2025	
	It was reported that the Whalley & District Lions and local businesses are going to decorate the main street with bunting and flags on 26/4/2025. Cllr Smith will fix the VE80 Day lamp post banners. A VE80 flag has been ordered for display in the village. Enquiries are still ongoing to get the flagpole erected.	2625/25
12.	Village Benches	
	It was resolved to approve the purchase of 4 further sets of bench ends as previously supplied at a cost of circa £2100. It was resolved to number the village bench assets and record them on the online mapping portal for asset management purposes.	2626/25
13.	Partnership Meetings	
	To receive reports from Borough/County Councillors and partnership meetings Councillors have attended which impact on the Parish e.g., LCC, RVBC, LALC, Parish Liaison, Police Partnership meeting updates.	
	Cllr Vickers and the Clerk attended the RVLALC meeting held at Foxfields. Items included Parishes being represented throughout Devolution meetings, monitoring Section 106 Audits (potentially Lawsonsteads) and consideration of land owned by the Borough Council that may impact upon the Parishes.	2627/25
	Cllr Threlfall & Cllr Highton attended the Parish Liaison Meeting. Items included Grants, Devolution, the Community Directory and Matt Townsend, LCC's Director of Highways and Transport was present to answer questions from the membership.	2628/25
	Cllr Highton & Cllr Threlfall attended a Police Partnership meeting which updated on village issues.	2629/25
	Cllr Threlfall attended the Village Hall meeting.	2630/25
14.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item. <ul style="list-style-type: none"> • Rural Bulletins • Whalley Queen St RAG Reports • RVBC Updates • Neighbourhood Alerts/Stay In The Know/Crime Figures March • NALC Executive Bulletins and newsletters • Lancashire Trading Standards - Consumer Alerts - April 2025 • LCC - Let's help more people to ride bikes with the Bike Month Challenge! May 1st - 31st • Old Sols Footbridge Works and Temporary Closure 	2631/25

	<ul style="list-style-type: none"> • TTRO Formal Notification - Immediate Road Closure (Wiswell Lane, Whalley) and Immediate Prohibition of Left and Right Turn (Whalley Easterly Bypass, Wiswell) - 27/03/2025 to 28/03/2025 • TTRO Temporary Closure Footpaths FP0306043 Billington & Langho and FP0345024 Whalley, Ribble Valley • Vandalism to Whalley Public Conveniences • Replacement pads ordered for Mitton Road Bus Park Defib • Flagpole - verbal update • Annual Parish Meeting – speaker- 1st May 2025 - verbal update • Flooding – verbal update • Waste Bins - King Street Whalley - verbal update • RVBC Parish Grants for VE Day 80 • Whalley & Billington FLAG • County Council Elections - 1st May 2025 • Rubbish Bin outside Holdens – Clerk to contact the business. • Responses to a meeting with LCC & UU? Verbal update. • Whalley Meadows Forest School-use of QEII land – risk assessment – indemnity request- verbal update – Clerk to follow up. <p>Cllr Ball reported ADAM COTTAM ALMSHOUSES The Trust is yet to appoint 2 new Trustees; one from Council and one co-optative. It is necessary to add another signatory for banking purposes. After discussions with the Barclays the necessary action is now in hand. Once the 3rd signatory is authorised the Trust can move on to arrange banking on-line. The building of 2/3 new Almshouses has been discussed at Council and a letter requesting possible RVBC funding has been drafted – still waiting for comment/advice from Cllrs Mirfin and Hindle. CHURCHYARD COMMITTEE - The Churchyard Committee met on 2nd April. Attention has been drawn to trees causing damage to a retaining wall; site visit to be arranged to establish if the trees can be cut down; once this is done repairs can be made to the wall. Action is also in hand to remove ivy from the retaining wall adjacent to the Back King Street yard. The meeting also considered how the chestnut trees cut down last year might be replaced; Abbey Landscapes have planted saplings but it is necessary to establish if retrospective faculty action is required. Proposed improvements to path - A source of original York stone flags has been identified; these are required for any flagging of the churchyard path from the South porch to the 'new' churchyard. No action until cost of tree felling and wall repairs established. STATION ROAD/MITTON ROAD Carriageway successfully re-laid with minimum disturbance to residents; big thank you to LCC Highways for a job well done!</p>	2632/25
15.	Clerks Remuneration	
	Members resolved to exclude the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of this item relating to staffing, to discuss the clerks remuneration package and general employment matters. It was resolved to approve the Clerk's remuneration package and to carry out a full appraisal.	2633/25

16 .	Next Meeting Date	
	<p>It was resolved to approve the next meeting date of Thursday 15th May 2025 to be held at Whalley Old Grammar School in The Calder Room.</p> <p>Annual Meeting of the Council 7.00pm Planning Committee Meeting 7.15pm followed by May Parish Council Meeting (7.30pm)</p> <p>NOTE: Annual Parish Meeting - Thursday 1st May 2025 - 7pm Whalley Old Grammar School in The Calder Room.</p>	2634/25

Meeting Closed at 9.15pm

Signed by Chairman:

Date:

Councillor Martin Highton