

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 16th April 2026 in the Calder Room, Whalley Old Grammar School at 7.30pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Agenda

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.	Chairman's Welcome	
	The Chairman will welcome those present, request that mobile phones be silenced, remind members of the public to speak only during the public participation section, and confirm that the meeting will be conducted in an orderly manner.	
2.	Attendance & Apologies	
	To record attendance and to receive apologies for absence.	
3.	Declarations of Interest	
	Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	
4.	To Approve the Minutes of the Previous Parish Council Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 19 th March 2026.	Page 4
5.	To Receive the Minutes of other Committees	
	5.1 To receive the minutes of the Churchyard Committee Wednesday 2 nd April 2025. 5.2 To receive the minutes of the Planning Committee Thursday 19 th March 2026.	Page 8 Page 11
6.	Adjourn the Meeting for Public Discussion	
	To adjourn 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)	
7.	Monthly Financial Report	
	To authorise accounts, payments, receipts & balances for April 2026. Since the March report, credit interest of £26.85 was received into the reserve account 31/3/2026, Precept payment of £93,700 was credited 8/4/2026, a further £5000 had to be transferred 20/3/2026 to cover the additional OGS project payments agreed at the meeting.	Page 13

8.	Speeding Awareness /Traffic Matters	
	To receive an update on speed awareness and prevention measures in Whalley.	
9.	Annual Parish Meeting	
	To receive an update on the Annual Parish Meeting arrangements to be held Thursday 7 th May 2026.	
10.	Traditional Heritage Signposts	
	To consider the report provided by Cllr Vickers regarding the installation of a traditional visitor signpost at a cost of £3,760.	Page 14
11.	Ribble Valley Shared Prosperity and Jubilee Fund Grant Offer	
	To consider the offer of a grant for CCTV to cover the bus station area.	Page 16
12.	Ongoing/Standing Items	
	<p>To note progress with ongoing matters – not for decision.</p> <p>12.1 Planning Permission Whalley Sports Park - ongoing 12.2 QEII Playing Fields and Land Encroachment – letters sent to advise no right to access from gardens onto Parish Council land – any access must be closed off 31/3/2026. 12.3 Trustees of the QEII Playing Fields charitable trust 12.4 Wiswell Lane Welcome Sign 12.5 Whalley In Bloom Plaques (New and change of placement) 12.6 Churchyard Wall Repairs – works approved - awaiting start date. 12.7 Tree Report BTC3323 - Queen Elizabeth II Playing Fields 12.8 Mitton Road overgrown hedges 12.9 Parish Council owned bench numbering 12.10 LCC Tree works to the boundary of land at QEII land and A59 bypass 12.11 Register the bus station land with Land Registry 12.12 Carpark on Land South of Accrington Road Whalley-Oakmere Homes (NW) 12.13 Village Traditional Heritage Signposts</p>	
13.	Partnership Meetings	
	To receive reports from Borough/County Councillors and relevant Partnership Meetings impacting the Parish (e.g. LCC, RVBC, LALC, Parish Liaison, Police Partnership).	
14.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	<p>Items arising and correspondence received since the last meeting for information only, which may give rise to a future agenda item.</p> <p>14.1 Neighbourhood Alerts/Stay In The Know 14.2 Trading Standards Service - Consumer Alerts 14.3 Whalley Queen St RAG Reports 14.4 NALC Executive Bulletins and newsletters 14.5 CPRE News Bulletins 14.6 Community Engagement - News items on Websites/Facebook</p>	

15.	QEII Development	
	To consider whether WPC wishes to instruct a private consultant or LCC Pre-app advice for the planning application.	
16.	Internal Review of a Freedom of Information Request	
	To consider and implement an internal review process of a Freedom of Information request and to determine the Council's response.	
17.	Exclusion of the Public and Press	
	<p>17.1 Clerks Remuneration To consider and approve the Clerk's remuneration package. That, under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of this item on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 and 3 of Part 1 of Schedule 12A of the Act.</p> <p>17.2.1 Correspondence for discussion That, under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act.</p> <p>17.2.2 Correspondence for discussion That, under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act.</p>	
18.	Next Meeting Date	
	<p>The next meeting date is Thursday 21st May 2026 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.</p> <p>Note: Annual Parish Meeting Thursday 7th May 2026 at 7pm.</p>	



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 19th March 2026 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.	Chairman's Welcome	
	The Chairman formally opened the meeting and welcomed all present.	2715/26
2.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Ball, Cllr Duckworth, Cllr Highton (Chairman), Cllr Mirfin, Cllr Shaw, Cllr Smith, Cllr Threlfall, Cllr Vickers. Apologies: Borough Cllr Hindle. In Attendance: Liz Haworth (Clerk), 5 members of the public.	2716/26
3.	Declarations of Interest	
	There were no disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	2717/26
4.	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 19 th February 2026.	2718/26
5.	To Receive the Minutes of other Committees	
	It was resolved to receive the minutes of the Planning Committee Thursday 19 th February 2026.	2719/26
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 some of the potholes have been repaired on Wiswell Lane. The white lines in the middle of Wiswell Lane and to give way at the junction to Clitheroe Road have yet to be repainted. (to be reported to LCC via County Cllr Mirfin)	2720/26

	<p>Speeding continues to be an issue along with HGV travelling on Wiswell Lane in excess of the weight restriction of 7.5 tonnes except for access.</p> <p>It was reported that there are blocked drains on Wiswell Lane. Although these have been cleared previously, they become blocked again very quickly following heavy rainfall. There is concern that there may be an underlying issue, possibly related to the culvert, which requires further investigation. (to be reported to LCC via County Cllr Mirfin)</p> <p>It was reported that the railway station is running as normal. The trip hazards have not yet been attended to. There will be disruption around Penrith stations from 4-9 April 2026. The platform gardens and planting are in full bloom with thanks to the work of Whalley In Bloom.</p> <p>Whalley In Bloom representative thanked the Parish Council for the grant received 2025-26.</p> <p>It has been reported that there is a large pothole on Woodland Drive, on the approach to the bus station. This defect is causing significant disturbance to nearby residential properties, particularly when buses pass over it on their way to the station. (to be reported to LCC via County Cllr Mirfin)</p>	<p>2721/26</p> <p>2722/26</p> <p>2723/26</p> <p>2724/26</p> <p>2725/26</p>																																																																																																																																																																																																																																																																																		
7.	Monthly Financial Report																																																																																																																																																																																																																																																																																			
	<p>It was resolved to authorise accounts, payments, receipts & balances for March 2026.</p> <p>Since the February report, credit interest of £29.26 was received into the reserve account on 27/2/2026 and £500 was transferred from the reserve account to the current account on 2/3/2026 to cover an expected Direct Debit from NPower.</p> <table border="1"> <thead> <tr> <th colspan="2">Whalley Parish Council</th> <th colspan="2">Cash Book</th> <th colspan="2">MARCH</th> <th colspan="2">2026</th> <th></th> <th></th> <th></th> </tr> <tr> <th colspan="11">Approved Minutes Ref No:</th> </tr> <tr> <th>Chq No.</th> <th>Date</th> <th>Inv no.</th> <th>Payee / Payer</th> <th>Description</th> <th>NW Curr £</th> <th>NW Bus Res £</th> <th>NW QE2 £</th> <th>Skipton £</th> <th>Total £</th> <th>VAT £</th> <th>Net £</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>02/03/2026</td> <td></td> <td>Easy Web</td> <td>Website/Email Services</td> <td>(78.83)</td> <td></td> <td></td> <td></td> <td>(78.83)</td> <td>(13.14)</td> <td>(65.69)</td> </tr> <tr> <td>TRF</td> <td>02/03/2026</td> <td></td> <td>Trf From Reserve A/c</td> <td>Transfer</td> <td>500.00</td> <td>(500.00)</td> <td></td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> </tr> <tr> <td>DD</td> <td>18/03/2026</td> <td>IN150400</td> <td>Npower</td> <td>Unmetered Christmas Lighting</td> <td>(523.60)</td> <td></td> <td></td> <td></td> <td>(523.60)</td> <td></td> <td>(523.60)</td> </tr> <tr> <td>TRF</td> <td>20/03/2026</td> <td></td> <td>Trf From Reserve A/c</td> <td>Transfer</td> <td>15,000</td> <td>(15,000.00)</td> <td></td> <td></td> <td>0.00</td> <td></td> <td>0.00</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td></td> <td>E Haworth</td> <td>Salary/Office/Travel</td> <td>(1,341.66)</td> <td></td> <td></td> <td></td> <td>(1,341.66)</td> <td></td> <td>(1,341.66)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td></td> <td>HMRC</td> <td>Tax£249.80 NIE£1.24 ENIE£171.98</td> <td>(463.02)</td> <td></td> <td></td> <td></td> <td>(463.02)</td> <td></td> <td>(463.02)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>2.9E+06</td> <td>E-On Next</td> <td>Vale Gardens Electricity</td> <td>(12.64)</td> <td></td> <td></td> <td></td> <td>(12.64)</td> <td></td> <td>(12.64)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>1050</td> <td>Abbey Gardening Services Ltd</td> <td>Vale Gardens (Feb 2026)</td> <td>(327.60)</td> <td></td> <td></td> <td></td> <td>(327.60)</td> <td>(54.60)</td> <td>(273.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>1051</td> <td>Abbey Gardening Services Ltd</td> <td>Parish Churchyard (Feb 2026)</td> <td>(418.80)</td> <td></td> <td></td> <td></td> <td>(418.80)</td> <td>(69.80)</td> <td>(349.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>30UL046</td> <td>Parish Online</td> <td>Mapping</td> <td>(252.00)</td> <td></td> <td></td> <td></td> <td>(252.00)</td> <td>(42.00)</td> <td>(210.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>15155</td> <td>Hitchens Engravers</td> <td>W18 Plaques</td> <td>(444.00)</td> <td></td> <td></td> <td></td> <td>(444.00)</td> <td>(74.00)</td> <td>(518.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>22603</td> <td>National Office Furniture Supplier</td> <td>OGS Tables (Upper Garden</td> <td>(1,237.20)</td> <td></td> <td></td> <td></td> <td>(1,237.20)</td> <td>(206.20)</td> <td>(1,031.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>JM3383</td> <td>WEF</td> <td>Room Hire</td> <td>(28.00)</td> <td></td> <td></td> <td></td> <td>(28.00)</td> <td></td> <td>(28.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>191</td> <td>Derek Woolfenden P & D</td> <td>Decorating (OGS Upper Garden</td> <td>(2,630.00)</td> <td></td> <td></td> <td></td> <td>(2,630.00)</td> <td></td> <td>(2,630.00)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>1367</td> <td>Active AV Ltd</td> <td>Wall Mounted Smart Display</td> <td>(1,471.80)</td> <td></td> <td></td> <td></td> <td>(1,471.80)</td> <td>(245.30)</td> <td>(1,226.50)</td> </tr> <tr> <td>Bankline</td> <td>23/03/2026</td> <td>32664</td> <td>Calder Services Ltd</td> <td>Plumbing (OGS Upper Garden</td> <td>(4,400.00)</td> <td></td> <td></td> <td></td> <td>(4,400.00)</td> <td>(733.33)</td> <td>(3,666.67)</td> </tr> <tr> <td>Bankline</td> <td></td> <td>INT</td> <td>Reserve Account</td> <td>Interest</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="5">Movement in Month</td> <td>1,870.85</td> <td>(15,500.00)</td> <td>0.00</td> <td>0.00</td> <td>(13,629.15)</td> <td>(1,438.37)</td> <td>(12,190.78)</td> </tr> <tr> <td colspan="5">Cash Book Balance at START of Month</td> <td>603.87</td> <td>40,175.12</td> <td>1,095.00</td> <td>83,942.84</td> <td>125,816.83</td> <td></td> <td></td> </tr> <tr> <td colspan="5">Cash Book Balance at END of Month</td> <td>2,474.72</td> <td>24,675.12</td> <td>1,095.00</td> <td>83,942.84</td> <td>112,187.68</td> <td></td> <td></td> </tr> </tbody> </table> <p>It was resolved to purchase a St Georges Flag to fly in time for St Georges day.</p>	Whalley Parish Council		Cash Book		MARCH		2026					Approved Minutes Ref No:											Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW Bus Res £	NW QE2 £	Skipton £	Total £	VAT £	Net £	DD	02/03/2026		Easy Web	Website/Email Services	(78.83)				(78.83)	(13.14)	(65.69)	TRF	02/03/2026		Trf From Reserve A/c	Transfer	500.00	(500.00)			0.00		0.00	DD	18/03/2026	IN150400	Npower	Unmetered Christmas Lighting	(523.60)				(523.60)		(523.60)	TRF	20/03/2026		Trf From Reserve A/c	Transfer	15,000	(15,000.00)			0.00		0.00	Bankline	23/03/2026		E Haworth	Salary/Office/Travel	(1,341.66)				(1,341.66)		(1,341.66)	Bankline	23/03/2026		HMRC	Tax£249.80 NIE£1.24 ENIE£171.98	(463.02)				(463.02)		(463.02)	Bankline	23/03/2026	2.9E+06	E-On Next	Vale Gardens Electricity	(12.64)				(12.64)		(12.64)	Bankline	23/03/2026	1050	Abbey Gardening Services Ltd	Vale Gardens (Feb 2026)	(327.60)				(327.60)	(54.60)	(273.00)	Bankline	23/03/2026	1051	Abbey Gardening Services Ltd	Parish Churchyard (Feb 2026)	(418.80)				(418.80)	(69.80)	(349.00)	Bankline	23/03/2026	30UL046	Parish Online	Mapping	(252.00)				(252.00)	(42.00)	(210.00)	Bankline	23/03/2026	15155	Hitchens Engravers	W18 Plaques	(444.00)				(444.00)	(74.00)	(518.00)	Bankline	23/03/2026	22603	National Office Furniture Supplier	OGS Tables (Upper Garden	(1,237.20)				(1,237.20)	(206.20)	(1,031.00)	Bankline	23/03/2026	JM3383	WEF	Room Hire	(28.00)				(28.00)		(28.00)	Bankline	23/03/2026	191	Derek Woolfenden P & D	Decorating (OGS Upper Garden	(2,630.00)				(2,630.00)		(2,630.00)	Bankline	23/03/2026	1367	Active AV Ltd	Wall Mounted Smart Display	(1,471.80)				(1,471.80)	(245.30)	(1,226.50)	Bankline	23/03/2026	32664	Calder Services Ltd	Plumbing (OGS Upper Garden	(4,400.00)				(4,400.00)	(733.33)	(3,666.67)	Bankline		INT	Reserve Account	Interest								Movement in Month					1,870.85	(15,500.00)	0.00	0.00	(13,629.15)	(1,438.37)	(12,190.78)	Cash Book Balance at START of Month					603.87	40,175.12	1,095.00	83,942.84	125,816.83			Cash Book Balance at END of Month					2,474.72	24,675.12	1,095.00	83,942.84	112,187.68			<p>2726/26</p> <p>2727/26</p>
Whalley Parish Council		Cash Book		MARCH		2026																																																																																																																																																																																																																																																																														
Approved Minutes Ref No:																																																																																																																																																																																																																																																																																				
Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW Bus Res £	NW QE2 £	Skipton £	Total £	VAT £	Net £																																																																																																																																																																																																																																																																									
DD	02/03/2026		Easy Web	Website/Email Services	(78.83)				(78.83)	(13.14)	(65.69)																																																																																																																																																																																																																																																																									
TRF	02/03/2026		Trf From Reserve A/c	Transfer	500.00	(500.00)			0.00		0.00																																																																																																																																																																																																																																																																									
DD	18/03/2026	IN150400	Npower	Unmetered Christmas Lighting	(523.60)				(523.60)		(523.60)																																																																																																																																																																																																																																																																									
TRF	20/03/2026		Trf From Reserve A/c	Transfer	15,000	(15,000.00)			0.00		0.00																																																																																																																																																																																																																																																																									
Bankline	23/03/2026		E Haworth	Salary/Office/Travel	(1,341.66)				(1,341.66)		(1,341.66)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026		HMRC	Tax£249.80 NIE£1.24 ENIE£171.98	(463.02)				(463.02)		(463.02)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	2.9E+06	E-On Next	Vale Gardens Electricity	(12.64)				(12.64)		(12.64)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	1050	Abbey Gardening Services Ltd	Vale Gardens (Feb 2026)	(327.60)				(327.60)	(54.60)	(273.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	1051	Abbey Gardening Services Ltd	Parish Churchyard (Feb 2026)	(418.80)				(418.80)	(69.80)	(349.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	30UL046	Parish Online	Mapping	(252.00)				(252.00)	(42.00)	(210.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	15155	Hitchens Engravers	W18 Plaques	(444.00)				(444.00)	(74.00)	(518.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	22603	National Office Furniture Supplier	OGS Tables (Upper Garden	(1,237.20)				(1,237.20)	(206.20)	(1,031.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	JM3383	WEF	Room Hire	(28.00)				(28.00)		(28.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	191	Derek Woolfenden P & D	Decorating (OGS Upper Garden	(2,630.00)				(2,630.00)		(2,630.00)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	1367	Active AV Ltd	Wall Mounted Smart Display	(1,471.80)				(1,471.80)	(245.30)	(1,226.50)																																																																																																																																																																																																																																																																									
Bankline	23/03/2026	32664	Calder Services Ltd	Plumbing (OGS Upper Garden	(4,400.00)				(4,400.00)	(733.33)	(3,666.67)																																																																																																																																																																																																																																																																									
Bankline		INT	Reserve Account	Interest																																																																																																																																																																																																																																																																																
Movement in Month					1,870.85	(15,500.00)	0.00	0.00	(13,629.15)	(1,438.37)	(12,190.78)																																																																																																																																																																																																																																																																									
Cash Book Balance at START of Month					603.87	40,175.12	1,095.00	83,942.84	125,816.83																																																																																																																																																																																																																																																																											
Cash Book Balance at END of Month					2,474.72	24,675.12	1,095.00	83,942.84	112,187.68																																																																																																																																																																																																																																																																											
8.	WPC Policy Documents																																																																																																																																																																																																																																																																																			
	<p>8.1 It was resolved to review and agree the Risk Management and Risk Register Policy with no amendments.</p> <p>8.2 It was resolved to review and confirm the WPC Risk Management Register 2026 with no amendments.</p>	<p>2728/26</p> <p>2729/26</p>																																																																																																																																																																																																																																																																																		

9.	Assets Registers	
	9.1 It was resolved to approve the WPC Assets Register 2026. 9.2 It was resolved to approve the WWB Cemetery Assets Register 2026.	2730/26 2731/26
10.	Speeding Awareness /Traffic Matters	
	To receive an update on speed awareness and prevention measures in Whalley. No SpID has been erected for March. An amendment needs to be made to the height of the SpID plate LC33 opp 113 Mitton Road.	2732/26
11.	Annual Parish Meeting	
	It has been agreed that the Director and Founder of SIS – Strength in Struggles will deliver a talk on the new mental health and wellbeing hub at Whalley Abbey. The Council also wishes to invite Calderstones to provide an update on the Whalley site following their previous presentation in 2024. Whalley Parish Council will publicise the meeting and issue invitations to the Annual Parish Meeting, to be held on Thursday 7th May 2026, to all local businesses, organisations, and residents via email, social media and the council website and noticeboard.	2733/26
12.	Ongoing/Standing Items	
	To note progress with ongoing matters – not for decision. 12.1 Planning Permission Whalley Sports Park – ongoing. 12.2 QEII Playing Fields and Land Encroachment – letters sent to advise no right to access from gardens onto Parish Council land – any access must be closed off 31/3/2026. 12.3 Trustees of the QEII Playing Fields charitable trust – ongoing. 12.4 Wiswell Lane Welcome Sign – ongoing. 12.5 Whalley In Bloom Plaques (New and change of placement)- to be actioned in the next couple of weeks. 12.6 Churchyard Wall Repairs – works approved - awaiting start date. 12.7 Tree Report BTC3323 - Queen Elizabeth II Playing Fields – awaiting tree surgeon update on report and estimate. 12.8 Mitton Road overgrown hedges – to be trimmed accordingly. 12.9 Parish Council owned bench numbering – tags to be ordered. 12.10 LCC Tree works to the boundary of land at QEII land and A59 bypass – LCC written to twice in the two weeks to raise strong concerns about risk to public whilst using the QEII pitches. 12.11 Register the bus station land with Land Registry – to follow up. 12.12 Carpark on Land South of Accrington Road Whalley-Oakmere Homes (NW)- WPC to monitor progress. 12.13 Village Traditional Heritage Signposts – under review.	2734/26
13.	Partnership Meetings	
	Reports from Borough/County Councillors and relevant Partnership Meetings impacting the Parish (e.g. LCC, RVBC, LALC, Parish Liaison, Police Partnership). Cllr Ball updated on the Churchyard meeting, including repairs to the stone wall, tree survey and churchyard path. The Almhouses garden work is ongoing along with continuing work from the Quinquennial report.	2735/26

	<p>Cllr Vickers reported that the next RVLALC meeting is to be held at Foxfields, Billington on 25 March at 6.30pm.</p>	2736/26
14.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	<p>Items arising and correspondence received since the last meeting for information only, which may give rise to a future agenda item.</p> <p>14.1 Neighbourhood Alerts/Stay In The Know 14.2 Trading Standards Service - Consumer Alerts 14.3 Whalley Queen St RAG Reports 14.4 NALC Executive Bulletins and newsletters 14.5 CPRE News Bulletins 14.6 Community Engagement - News items on Websites/Facebook 14.7 Crime Figures – February 2026 14.8 LCC Heads up from Heath Protection – March 2026 bulletin 14.9 LHS Streetworks – Whalley Clitheroe Bypass</p>	2737/26
	<p>Cllr Smith reported that the pole has been erected for the CCTV camera in Whalley, in the vicinity of Accrington Road and Queen Street. The Council is currently awaiting Electricity North West to complete the electricity connection, which is anticipated to take place on 14 April 2026. The camera installation will proceed shortly thereafter.</p>	2738/26
	<p>Cllr Smith would like to attend the next Police Partnership Meeting.</p>	2739/26
	<p>Cllr Ball reported that the drains on Broad Lane are still blocked (LCC to be informed vis Cllr Mirfin) and the hedges on Station Road require attention.</p>	2740/26
	<p>Cllr Threlfall updated on the communication from Public & Integrated Transport LCC with regards to the proposed Totem at Whalley Bus Station to display all the Realtime local bus services and their arrival times at the nearby bus stops.</p>	2741/26
	<p>Cllr Allen reported that a member of the cricket club raised some points for information.</p>	2742/26
15.	Next Meeting Date	
	<p>The next meeting date is Thursday 16th April 2026 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.</p>	2743/26

The meeting closed at 9.10pm.

Draft Minutes Subject to Confirmation

Local Government Act 1972
Churchyard Committee
Committee of Whalley Parish Council

Members of the Churchyard Committee, you are summoned to a Meeting to be held on
Wednesday 2nd April 2025 in the Parish Church of Saint Mary and All Saints at 4.00pm

Signed: *EKHaworth*

Liz Haworth – Parish Clerk & Responsible Finance Officer

Minutes

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

1.	Attendance & Apologies	
	Present: Cllr Cliff Ball (Chairman), Revd Jonathan Carmyllie, Judith Davies (Church Warden), Cllr Martin Highton, Cllr John Threlfall. In Attendance: Liz Haworth Parish Clerk.	
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	
3.	To Approve the Minutes of the Previous Churchyard Committee Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 10 th June 2024.	
4.	Churchyard Tree Inspection Update	
	4.1 Members reviewed the Horse Chestnut Tree Report from Oct 2024. 4.2 Members reviewed the Dec 2024 Tree Inspection Report. Members felt that the tree plan provided within the report requires further refinement and was no longer clear. 4.3 The Horse Chestnut tree has been removed on recommendation of the report. 4.4 It was resolved to plant three oak trees, in the gap left from the removal of previous and latest horse chestnut trees removal. Action: Clerk to contact Abbey Gardening Services to procure and plant the trees.	
5.	Churchyard Wall	
	5.1 Members resolved to assess the trees causing damage to the churchyard wall, which backs onto Back King Street. Action: <ul style="list-style-type: none"> • The Clerk will contact a tree specialist to arrange a site meeting. • Following the assessment, remedial works to the wall will be undertaken as necessary. 5.2 Members reviewed the correspondence received with regards to the overgrown ivy. It was resolved that as the work had already been carried out	

	<p>before the matter was referred to the Committee, no further action will be taken. Action: Clerk to respond to the correspondence.</p> <p>Members considered the ivy on the wall along Back King Street and resolved to request a quote for its removal. Action: Clerk will obtain a quote for the removal.</p>																																																																																																
6.	Churchyard Budget & Expenditure																																																																																																
	<p>Members reviewed the report for the budget and expenditure for the maintenance of the closed churchyard for the year ending March 2025.</p> <p style="text-align: center;">Churchyard Expenditure</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Date</th> <th style="text-align: right;">2021/22</th> <th style="text-align: right;">2022/23</th> <th style="text-align: right;">2023/24</th> <th style="text-align: right;">2024/25</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td>April</td><td style="text-align: right;">(2,088.50)</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(2,356.00)</td><td style="text-align: right;">(291.00)</td></tr> <tr><td>May</td><td style="text-align: right;">(1,991.00)</td><td style="text-align: right;">(747.00)</td><td style="text-align: right;">(582.00)</td><td style="text-align: right;">(291.00)</td></tr> <tr><td>June</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(582.00)</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(407.00)</td></tr> <tr><td>July</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(582.00)</td><td style="text-align: right;">(349.00)</td></tr> <tr><td>August</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(649.00)</td><td style="text-align: right;">(349.00)</td></tr> <tr><td>September</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(349.00)</td></tr> <tr><td>October</td><td style="text-align: right;">(873.00)</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(599.00)</td></tr> <tr><td>November</td><td style="text-align: right;">(280.00)</td><td style="text-align: right;">(582.00)</td><td style="text-align: right;">(1,069.75)</td><td style="text-align: right;">(349.00)</td></tr> <tr><td>December</td><td style="text-align: right;">0.00</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(361.00)</td><td style="text-align: right;">(729.00)</td></tr> <tr><td>January</td><td style="text-align: right;">(873.00)</td><td style="text-align: right;">(873.00)</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(349.00)</td></tr> <tr><td>February</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(291.00)</td><td style="text-align: right;">(349.00)</td></tr> <tr><td>March</td><td style="text-align: right;">0.00</td><td style="text-align: right;">0.00</td><td style="text-align: right;">(541.00)</td><td style="text-align: right;">(3,449.00)</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td>Totals</td><td style="text-align: right;">(6,687.50)</td><td style="text-align: right;">(3,948.00)</td><td style="text-align: right;">(7,304.75)</td><td style="text-align: right;">(7,860.00)</td></tr> <tr><td>Budget</td><td style="text-align: right;">8,000.00</td><td style="text-align: right;">8,200.00</td><td style="text-align: right;">8,700.00</td><td style="text-align: right;">9,400.00</td></tr> <tr><td>Deficit/Surplus (annual)</td><td style="text-align: right;">1,312.50</td><td style="text-align: right;">4,252.00</td><td style="text-align: right;">1,395.25</td><td style="text-align: right;">1,540.00</td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>***June 2024 £7820 Parish Council funds earmarked for churchyard path</p>	Date	2021/22	2022/23	2023/24	2024/25						April	(2,088.50)	(291.00)	(2,356.00)	(291.00)	May	(1,991.00)	(747.00)	(582.00)	(291.00)	June	0.00	(582.00)	0.00	(407.00)	July	(291.00)	0.00	(582.00)	(349.00)	August	0.00	(291.00)	(649.00)	(349.00)	September	(291.00)	(291.00)	(291.00)	(349.00)	October	(873.00)	0.00	(291.00)	(599.00)	November	(280.00)	(582.00)	(1,069.75)	(349.00)	December	0.00	0.00	(361.00)	(729.00)	January	(873.00)	(873.00)	(291.00)	(349.00)	February	0.00	(291.00)	(291.00)	(349.00)	March	0.00	0.00	(541.00)	(3,449.00)						Totals	(6,687.50)	(3,948.00)	(7,304.75)	(7,860.00)	Budget	8,000.00	8,200.00	8,700.00	9,400.00	Deficit/Surplus (annual)	1,312.50	4,252.00	1,395.25	1,540.00						
Date	2021/22	2022/23	2023/24	2024/25																																																																																													
April	(2,088.50)	(291.00)	(2,356.00)	(291.00)																																																																																													
May	(1,991.00)	(747.00)	(582.00)	(291.00)																																																																																													
June	0.00	(582.00)	0.00	(407.00)																																																																																													
July	(291.00)	0.00	(582.00)	(349.00)																																																																																													
August	0.00	(291.00)	(649.00)	(349.00)																																																																																													
September	(291.00)	(291.00)	(291.00)	(349.00)																																																																																													
October	(873.00)	0.00	(291.00)	(599.00)																																																																																													
November	(280.00)	(582.00)	(1,069.75)	(349.00)																																																																																													
December	0.00	0.00	(361.00)	(729.00)																																																																																													
January	(873.00)	(873.00)	(291.00)	(349.00)																																																																																													
February	0.00	(291.00)	(291.00)	(349.00)																																																																																													
March	0.00	0.00	(541.00)	(3,449.00)																																																																																													
Totals	(6,687.50)	(3,948.00)	(7,304.75)	(7,860.00)																																																																																													
Budget	8,000.00	8,200.00	8,700.00	9,400.00																																																																																													
Deficit/Surplus (annual)	1,312.50	4,252.00	1,395.25	1,540.00																																																																																													
7.	Pathway																																																																																																
	<p>Members received information on sourcing York Stone for the churchyard path. Further investigation will be carried out; however, funding may need to be prioritised for remedial works on the tree causing damage to the wall.</p>																																																																																																
8.	Reports from Members and Clerk for information only – not for debate																																																																																																
	<p>Items arisen, since the last meeting for information only, that may result in future agenda item.</p>																																																																																																

	<p>A deadwood branch was reported to be hanging from a tree. Action: Clerk to organise removal.</p> <p>Members to receive a copy of the latest Quinquennial Report and review any comments at the next meeting.</p> <p>Members asked when the next safety inspection of the memorial stones in the churchyard is due. The Clerk will confirm the due date for the next inspection and report back to the Committee at the next meeting.</p>	
9.	Next Meeting Date	
	It was resolved to approve the date of next meeting as Monday 12 th May 2025 at 4pm.	

Meeting Closed at 4.45pm

CLlr Clifford Ball Date:.....
Chairman

Local Government Act 1972
Whalley Parish Council
Planning Committee Meeting

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on Thursday 19th March 2026 in the Calder Room, Whalley Old Grammar School at 7.00pm

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.	Chairman's Welcome	
	The Chairman formally opened the meeting and welcomed all present.	275/26
2.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Ball, Cllr Duckworth, Cllr Highton, Cllr Mirfin, Cllr Shaw, Cllr Smith, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Borough Cllr Hindle. In Attendance: Liz Haworth (Clerk), 5 members of the public.	276/26
3.	Declaration of Interests	
	There were no declarations or any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	277/26
4.	To Approve the Minutes of the Previous Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held on Thursday 19 th February 2025.	278/26
5.	To review and consider the Planning applications received since February 2026 meeting.	
	Planning Applications received for consideration attached. Public Participation at the discretion of the Chairman (5 mins per person)	279/26

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2026/0130 Received : 16/02/2026	Old Grammar School Community Centre Station Road Whalley BB7 9RH Alter or Extend a Listed Building Proposed stone cleaning and repointing to the north, east and south elevations.	Lucy Walker	https://webportal.ribblevalley.gov.uk/planningApplication/38219 Emailed for WPC Consultation WPC comment that an appropriate

Registered : 24/02/2026			mortar mix should be used for a listed building with traditional lime mortar.
Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2026/0123 Received : 17/02/2026 Registered : 18/02/2026 Committee : 06/03/2026	9 Brookes Lane Whalley BB7 9RG Non-Material amendment Non material amendment to application 3/2025/0609 involving change of colour of timber fence/gate from grey to black.	Anna Robinson	https://webportal.ribblevalley.gov.uk/planningApplication/38212 For Information Only Decided - Final Decision APPROVED WITH CONDITIONS Date : 06/03/2026

7. Reports/Updates/Other	
Items arisen re planning, correspondence received since the last meeting that may result in future agenda item. 7.1 Mitton Business Park and Calderstones Cemetery. A verbal update was given on both the Business Park & the Cemetery.	280/26
8. Next Meeting Date	
The next meeting date is Thursday 16 th April 2026 to be held at Whalley Old Grammar School at 7pm in The Calder Room.	281/26

Meeting Closed at 7.20pm

Draft Minutes Subject to Confirmation

Report to Whalley Parish Council April 16th 2026

Cost breakdown for visitor directional sign in village centre

OBJECTIVE

To install a visitor sign to direct village visitors to local landmarks.

Visitor experience enhanced .

Complement Conservation Area facilities.

Boost visitor footfall.

LOCATION

Bus station / Whalley

Fronting benches and information panels , centred on paved area.

LANDMARK BOARDS / DOUBLE SIDED . 8 in total.

Weir and River

Village hall

Old grammar school

Methodist church

Abbey and Gatehouse

Library

St Mary's church

English Martyrs

PLANNING

Possibly allowed under permitted development.

Consultation with RVBC would be required as it is in a conservation area.

INSTALLATION

Offloading / fork lift and operator required .

Install by local contractors.

Above costs Tba and covered by Parish Council.

COSTINGS

Supplied by Isaac Butterworth , Rochdale

INCLUDES

Finger post in black.

8 Double sided arms / letters gold on black .

Delivery

£3760.60 p plus vat (Reclaimable)

Prices subject to change / updates

Cllr Richard Vickers



RIBBLE VALLEY BOROUGH COUNCIL

please ask for: Nicola Hopkins
direct line: 01200 414532
e-mail: Nicola.hopkins@ribblevalley.gov.uk
my ref: NH
your ref:
date: 27th March 2026

Council Offices
Church Walk
CLITHEROE
Lancashire BB7 2RA

Switchboard: 01200 425111
Fax: 01200 414488
www.ribblevalley.gov.uk

Dear Ms Haworth

Ribble Valley Shared Prosperity and Jubilee Fund Grant Offer

I write further to your email requesting grant funding under the above scheme which has been approved as a grant to Whalley Parish Council.

A grant agreement will be issued to you shortly and no grant will be made until it has been completed. I have however set out below and attached the parts of that agreement which are required in order to fulfil the requirement of this grant.

Ribble Valley Council (the Funder) has agreed to provide a grant of £1,000 to Whalley Parish Council (the Recipient), to part fund the following project:

Purchase and install CCTV camera

Please review the above and the attached terms and confirm in writing that you are able to comply with the requirements and you wish to proceed. As set out above a grant agreement will then be issued to you for signature and completion.

Yours sincerely,

Nicola Hopkins
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING

Whalley Parish Council
27 Waddow Grove
Waddington
Clitheroe
BB7 3JL

- 1) The Grant shall be used by the Recipient for the delivery of the Project in accordance with the agreed budget.
- 2) The Recipient shall use all reasonable endeavours to ensure the Project is completed in accordance with the Subsidy Control Law. The Recipient agrees to maintain appropriate records of compliance with the Subsidy Control Law and agrees to take all reasonable steps to assist the Council to respond to any investigation(s) in respect of the Project.
- 3) In accordance with the Subsidy Control Act 2022 under section 79(6) the Recipient must have regard to the Subsidy Control guidance when giving a subsidy or making a subsidy scheme
- 4) The Recipient must comply with the public sector equality duty and provide to the Funder evidence of such compliance as part of its reporting obligations.
- 5) The Recipient will manage and maintain the Camera and relevant systems upon installation
- 6) The Recipient will go through the appropriate process inline with the Information Commissioner's Office requirements and undertake public consultation prior to completing the project where required.
- 7) The Recipient must obtain value for money when using grant Funding and will act in a fair, open and non-discriminatory manner when buying goods and services.
- 8) DLUHC will require formal reporting on a sixth monthly basis and summary updates on a quarterly basis from lead local authorities (The Funder). The Recipient shall submit full details of the outputs and outcomes delivered by the Project.
- 9) The Recipient shall comply and facilitate the Funder's compliance with all statutory requirements as regards accounts, audit or examination of accounts, annual reports and annual returns applicable to itself and the Funder.
- 10) The Recipient shall affect and maintain with a reputable insurance company a policy or policies in respect of all risks which may be incurred by the Recipient, arising out of the Recipient's performance of the Agreement, including death or personal injury, loss of or damage to property or any other loss (the Required Insurances).
- 11) The Required Insurances referred to above include (but are not limited to):
 - (a) public liability insurance with a limit of indemnity of not less than five million pounds (£5,000,000) in relation to any one claim or series of claims arising from the Project; and
 - (b) employer's liability insurance with a limit of indemnity of not less than five million pounds (£5,000,000) in relation to any one claim or series of claims arising from the Project.
- 12) Payment of the grant monies will be within 28 days of receipt of invoice detailing completion of the works.