



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 21st August 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 Allen, Cllr Ball, Cllr Duckworth, Cllr Mirfin, Cllr Smith, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Cllr Highton, Borough Cllr Hindle. In Attendance: Liz Haworth (Clerk), 7 members of public.	2722/25
2.	Declarations of Interest	
	Cllr Mirfin declared that they are also a Lancashire County Councillor and Cabinet Member for Resources, HR and Property. No other councillors declared any personal or prejudicial interests in relation to the business of the meeting.	2723/25
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 17 th July 2025.	2724/25
4.	To Receive the Minutes of other Committees	
	It was resolved to receive the minutes of the Planning Committee Thursday 17 th July 2025.	2725/25
5.	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 all in working order. There are still no trains running on a Sunday. The bags of rubbish have been removed as requested with network Rail. The Yorkshire Dales Explorer rail service is still well supported and a three car unit is to be considered. WIB are tending to the platform and garden plants and all looks well.	2726/25

	A discussion took place about potential car parking on the bus station. The Parish Council own this land and this is not an option being discussed. Accrington Road footpath is overgrown and needs cutting back. Clerk to email LCC.	2727/25 2728/25																																																																																																																																																																
6.	Monthly Financial Report																																																																																																																																																																	
	It was resolved to Authorise Accounts, Payments, Receipts & Balances for August 2025. The Skipton BS accrued interest of £2237.16 for July 2024-25 credited 23/7/25. <table><tr><td colspan="3">Whalley Parish Council</td><td>Cash Book</td><td colspan="4">AUGUST 2025</td></tr><tr><td colspan="3">Approved Minutes Ref No:</td><td></td><td colspan="4"></td></tr><tr><td>Chq No.</td><td>Date</td><td>Inv no.</td><td>Payee / Payer</td><td>Description</td><td>NW Curr £</td><td>NW QE2 £</td><td>Skipton £</td><td>Total £</td></tr><tr><td>DD</td><td>26/08/2025</td><td></td><td>Easy Web</td><td>Website/Email Services</td><td>(76.19)</td><td></td><td></td><td>(76.19)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td></td><td>E Haworth</td><td>Salary incl backpay/Office/Travel</td><td>(1,472.20)</td><td></td><td></td><td>(1,472.20)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td></td><td>E Haworth</td><td>Reimbursement Stationery</td><td>(7.00)</td><td></td><td></td><td>(7.00)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td></td><td>HMRC</td><td>Tax£286 NIE55.74 ENIE199.17</td><td>(540.91)</td><td></td><td></td><td>(540.91)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>2.5E+08</td><td>E-On Next</td><td>Vale Gardens Electricity</td><td>(17.50)</td><td></td><td></td><td>(17.50)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>854</td><td>Abbey Gardening Services Ltd</td><td>Vale Gardens (July 2025)</td><td>(327.60)</td><td></td><td></td><td>(327.60)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>853</td><td>Abbey Gardening Services Ltd</td><td>Parish Churchyard (July 2025)</td><td>(418.80)</td><td></td><td></td><td>(418.80)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>820</td><td>Abbey Gardening Services Ltd</td><td>Parish Churchyard (June 2025)</td><td>(418.80)</td><td></td><td></td><td>(418.80)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>821</td><td>Abbey Gardening Services Ltd</td><td>Vale Gardens (June 2025)</td><td>(327.60)</td><td></td><td></td><td>(327.60)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>JM3124</td><td>WEF</td><td>Room Hire June</td><td>(66.00)</td><td></td><td></td><td>(66.00)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>1298</td><td>Ark Plastics Ltd</td><td>Refurbished benches(4)</td><td>(1,140.00)</td><td></td><td></td><td>(1,140.00)</td></tr><tr><td>Bankline</td><td>26/08/2025</td><td>SpID64</td><td>Altham PC</td><td>Opp 112 Mitton Road LC33 SpID</td><td>(165.40)</td><td></td><td></td><td>(165.40)</td></tr><tr><td colspan="5">Movement in Month</td><td>(4,978.00)</td><td>0.00</td><td>0.00</td><td>(4,978.00)</td></tr><tr><td colspan="5">Cash Book Balance at START of Month</td><td>73,361.25</td><td>1,095.00</td><td>83,942.84</td><td>158,399.09</td></tr><tr><td colspan="5">Cash Book Balance at END of Month</td><td>68,383.25</td><td>1,095.00</td><td>83,942.84</td><td>153,421.09</td></tr></table>	Whalley Parish Council			Cash Book	AUGUST 2025				Approved Minutes Ref No:								Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	DD	26/08/2025		Easy Web	Website/Email Services	(76.19)			(76.19)	Bankline	26/08/2025		E Haworth	Salary incl backpay/Office/Travel	(1,472.20)			(1,472.20)	Bankline	26/08/2025		E Haworth	Reimbursement Stationery	(7.00)			(7.00)	Bankline	26/08/2025		HMRC	Tax£286 NIE55.74 ENIE199.17	(540.91)			(540.91)	Bankline	26/08/2025	2.5E+08	E-On Next	Vale Gardens Electricity	(17.50)			(17.50)	Bankline	26/08/2025	854	Abbey Gardening Services Ltd	Vale Gardens (July 2025)	(327.60)			(327.60)	Bankline	26/08/2025	853	Abbey Gardening Services Ltd	Parish Churchyard (July 2025)	(418.80)			(418.80)	Bankline	26/08/2025	820	Abbey Gardening Services Ltd	Parish Churchyard (June 2025)	(418.80)			(418.80)	Bankline	26/08/2025	821	Abbey Gardening Services Ltd	Vale Gardens (June 2025)	(327.60)			(327.60)	Bankline	26/08/2025	JM3124	WEF	Room Hire June	(66.00)			(66.00)	Bankline	26/08/2025	1298	Ark Plastics Ltd	Refurbished benches(4)	(1,140.00)			(1,140.00)	Bankline	26/08/2025	SpID64	Altham PC	Opp 112 Mitton Road LC33 SpID	(165.40)			(165.40)	Movement in Month					(4,978.00)	0.00	0.00	(4,978.00)	Cash Book Balance at START of Month					73,361.25	1,095.00	83,942.84	158,399.09	Cash Book Balance at END of Month					68,383.25	1,095.00	83,942.84	153,421.09	2729/25
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7.	Best Kept Village Competition																																																																																																																																																																	
	Whalley has got through to the 2nd rounds of the competition and are waiting to hear if they have made to through to the final round.	2730/25																																																																																																																																																																
8.	Speeding Awareness /Traffic Matters																																																																																																																																																																	
	8.1 The council continue to prioritise speed awareness and prevention measures in Whalley.	2731/25																																																																																																																																																																
	8.2 Members reviewed the SPID report data for opp 112 Mitton Road, LC33, 17th July to 5th August 2025. A SPID was installed on Accrington on 7-21 August 2025. The next SPID will be located by 11 Mitton Road on LC17 (Out) in September.	2732/25																																																																																																																																																																
	8.3 New SpID plate locations are being reviewed with LCC.	2733/25																																																																																																																																																																
9.	Planning Permission Whalley Sports Park/QEII Playing Fields and Land																																																																																																																																																																	
	9.1 It was agreed that MH, JS and the clerk will meet to gather the traffic figures required for pre-planning application to LCC for the Sports Park.	2734/25																																																																																																																																																																
	9.2 To provide an update on the potential development of an all-weather pitch on the QEII land. This item was deferred as we are awaiting further information.	2735/25																																																																																																																																																																
	9.3 It was resolved to agree the tree risk management inspection report on the QEII land at a cost of £870.95.	2736/25																																																																																																																																																																
	9.4 It was resolved to write to the homeowner to remove the hardcore deposited behind 18 Mitton Road and to reinstate the boundary fence.	2737/25																																																																																																																																																																
	9.5 It was resolved that the Parish Council agree to taking over as sole Trustee of the QEII Playing Fields charitable trust if the current trustees agree.	2738/25																																																																																																																																																																

10.	Remembrance Sunday 9th November 2025	
	10.1 It was resolved to agree road closure plans at a cost of circa £1100. The road closure application is to include King Street, Clitheroe Road and Station Road for the short duration of the Memorial Service at the War Memorial. It was resolved to hire the sound equipment as last year at a cost of £325 for the forthcoming Remembrance Sunday Parade and Memorial Service held at the War Memorial on 9th November 2025. 10.2 It was agreed to purchase two wreaths, one for laying at the War Memorial in Whalley and Calderstones Cemetery with a donation to RBL of £100. 10.3 It was resolved to support a purple poppy wreath in recognition of animals in war at a cost of £27.50. 10.4 It was resolved to order a further 50 lamppost Tommy's and red tie fixings at a cost of circa £250.	2739/25 2740/25 2741/25 2742/25 2743/25
11.	Procter's Field	
	Members discussed with a representative from Whalley In Bloom the wildflower area on Procter's Field. It was agreed that the area should be mowed and could be reduced to a more manageable area of appx 3mx3m. The clerk is to make the arrangements in collaboration with RVBC.	2744/25
12.	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 attended the online LALC Constitution Extraordinary meeting on 12/8/2025. The new constitution was approved by 20 votes (22 attended / 4 from Ribble Valley). This will be in place up to devolution. A low turn out from a possible 180 attendees. Cllr Mirfin reported that he will be attending a meeting with LCC on 10 September at the Whalley depot to discuss roads and pathways throughout the village. Cllr Mirfin has attended a meeting with UU to discuss the HARP project and also a meeting with the police to discuss the capture and recording of crime data.	2745/25 2746/25
13.	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. • CPRE News Bulletins • Whalley Queen St RAG Reports and verbal update. • RVBC - Shop Front Design Guidelines • Neighbourhood Alerts/Stay In The Know/Crime Figures July • NALC Executive Bulletins and newsletters • LALC Extra Ordinary Meeting – revised constitution update received. • LALC Updates & Pay Agreement - the nationally agreed NJC pay award for 2025/26 be applied to the Clerk's salary in line with the terms of the clerks contract and back dated to April 2025.	2747/25

	• RVLALC Draft Minutes July meeting • Lancashire Parish and Town Council Conference Saturday 1 November 2025 • King Street/Calder Vale Bins – verbal update • Community Engagement - News items on Websites/Facebook • Sydney Avenue Flooding • St Marys Parish Church - Tree Risk Management Report – report shared with Roy Cattermole Tree Servies to review and provide a quote for works. • Arrival of new replacement benches- The council has taken delivery of four new benches. • Use of QEII Playing Fields update QEII Tree Failed Branch – removed by Abbey Gardening Services. • RVR News 142 • Network Rail – Viaduct Works - Site Clearance of hardcore completed. Cllr Allen attended the September WEF meeting and reported that an open weekend will be held on 13–14 September 2025 at Whalley Old Grammar School. A variety of classes and events will take place throughout the community centre to celebrate its 300th anniversary. Cllr Duckworth attended the W&D Lions meeting and reported that Whalley Day will be held on 13 September 11am-4pm and they are holding a Duck Race and stalls. Cllr Smith reported that the footpaths on Accrington Road are overgrown and is dangerous to pedestrians. The 30mph sign is no longer visible. Clerk to email the Wards LCC Cllr to support the cutting of these hedges. Cllr Threlfall reported that RAG attended a meeting with The Aviary 22 July 2025. Cllr Ball reported that the Adam Cottam Trust are working with WIB to improve the gardens at the Almshouses and organising the Quinquennial. Cllr Ball has received comments from the public about the bright yellow colour of the new deli in King Street. He reported that there is a branch that needs some attention in the churchyard. Clerk to contact Roy Cattermole. A suggestion of reinstating the train station façade was recommended for a future agenda item.	2748/25 2749/25 2750/25 2751/25 2752/25
14.	Next Meeting Date	
	It was resolved to approve the next meeting date of Thursday 18 th September 2025 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	2753/25

Meeting closed at 8:50pm.

Signed by Chairman:

Date:

Councillor Martin Highton