



Local Government Act 1972
Meeting of Whalley Parish Council
Thursday 20th January 2022 at 7.30pm
Calder Room, Whalley Old Grammar School

Minutes

1.	Attendance & Apologies	
	Present: Cllrs Martin Highton (Chairman), June Brown (Vice Chairman), Cliff Ball, Gill Smith, John Threlfall, Caroline Allen, Tracey Whistlecraft, Jonathan Smith. In Attendance: Liz Haworth, Parish Clerk & RFO, 7 members of the public & Borough Cllr Ged Mirfin. Apologies: Borough Cllr David Berryman	
2.	Declaration Of Interests	
	As Agenda item 9 was to discuss the request from the Adam Cottam Almshouses Trust of a grant, three Cllrs Cliff Ball, June Brown & Gill Smith declared their interest as Committee Members of the Almshouses Trust.	1810/22
3.	To Approve the Minutes of the Previous Meeting	
	It was resolved to approve the minutes of the Parish Council Meeting held 18 th November 2021. It was resolved to approve the minutes of the Special Purposes Committee Meeting held on 25 th November 2021.	1811/22
4.	To Receive Minutes of other Committees	
	It was resolved to receive the minutes of the Whalley Parish Planning Committee held 18 th November 2021	1812/22
5.	To confirm the appointment of Liz Haworth as Parish Clerk & RFO for Whalley Parish Council	
	It was resolved to confirm Liz Haworth as Whalley Parish Clerk & RFO. It was agreed that Liz to purchase a laptop and required software in order to carry out the role as Clerk for WPC.	1813/22
6.	Adjourn the meeting for Public Discussion	
	Representatives of the Whalley Residents' Action Group (RAG) updated WPC on a ASB meeting she attended at the Abbey with Adam Thomas, Andrew Snowden, Stephen Atkinson, Jan Alcock, Mark Hindle, Ged Mirfin, June Brown, Martin Highton. With regards to the issues around the Aviary, it was suggested that in order to sort terminal hours and ASB they would need to do a licensing review, and for changes to be implemented they would require an Evidence Threshold Test to	1814/22

	<p>prove breaches of licensing. Andrew Snowden said mobile CCTV would be made available and he is looking at extra neighbourhood policing. Andy Pratt invited the group to do a walkabout with Jason Middleton the Licensing Officer but was cancelled. RAG believes the promotional offers that encourage patrons to over-drink exacerbate the problems around the village for residents and are against the Licensing Act.</p> <p>It was also reported on behalf of Residents' Action Group (RAG) noise nuisance from patrons and loud music, along with ASB. RAG going to send a weekly report listing the breaches as an overview for RVBC. It was commented that the progression of the Aviary from a bar to a 'mini night club' promoted as dine, drink, dance is concerning and when the venue was closed for a week in January the difference was notably obvious.</p> <p>The frustrations of these groups are that RV pass them from department to department from police, environmental, to licensing with no positive outcome for the village.</p> <p>Ged Mirfin added that RV are recruiting extra resources to deal with legal issues and licensing. He is going to approach Mark Hindle at the next Health & Housing Committee to place Environmental Health Officers to monitor the noise pollution. He was also going to attend the next Licensing meeting. He advised that Police are doing local drugs raids – 11 or so people were arrested and undercover officers continue to be present. Neighbourhood Policing Week would bring enhanced Police to the village this Friday/Saturday. More police are being recruited and the Rural Task Force are present. Ged Mirfin suggested that WPC challenge Licensing Review and pay for it, but it was responded by WPC that there wasn't sufficient supporting evidence to request for this at this time. The other issue is that WPC doesn't have the resources to carry out this task. Ged Mirfin was to ask Andrew Snowden if they have collected sufficient evidence to challenge? Ged also suggested that the RAG along with WPC attend the next meeting.</p>	
7.	Reports from Councillors (Information Only)	
	<p>Jon Smith – intends to book a chat with Sgt Kevin Day. Jon is going to provide a report to inform Cllrs re 2013 QEII.</p> <p>Tracey Whistlecraft – Public toilets seem to be closing too early. Parking issues on Abbey Road, with school parking.</p> <p>Cliff Ball -Almshouses Association- funding is in place drawdown of the grant before the loan.</p> <p>Queens Jubilee – would like all businesses to sponsor a flag on all lampposts Looking for support to get a team together to help organise activities. Highways need to address potholes.</p> <p>June Brown – attended the ASB meeting at the Abbey & the meeting at Benny's Bar. Involved with interviewing candidates for Clerks role.</p> <p>Caroline Allen – Christmas Tree was lovely, the village was nicely busy, good community feel. Concerns with Public Toilets opening and closing times.</p> <p>Gill Smith – had nothing to report.</p> <p>John Threlfall – continuing to get involved with planning applications.</p> <p>Martin Highton – a Silver Birch had to be removed from Vale Gardens.</p>	1815/22

	<p>Attended an online meeting with Onward Housing. Riddings Lane parking is an issue and consideration is to be given to the widening of the road.</p> <p>Councillors were asked if they wanted to be involved with Anderson Associates Action Plan and Jon Smith felt Whalley needs to make the best of the parking it has, possibly formalising Accrington Rd as designated parking and changing the road markings to accommodate this.</p> <p>Also to consider formalising parking at the Abbey, the top of the QE2 possibly in the form of a carpark. Cllrs Jon Smith, John Threlfall, Caroline Allen and Martin Highton would get involved in this action plan.</p>	
8.	<p>To confirm an increase in the email storage of the clerk@ address to 50GB and add a chairman@ account. To consider adding name.surname@whalleyparishcouncil.org.uk accounts for all councillors.</p>	
	<p>It was resolved that the email storage was to be increased to 50GB and all councillors would have a new email address ending in whalleyparishcouncil.org.uk The Clerk to action with Easyweb Website provider.</p>	1816/22
9.	<p>To consider and determine a request from the Adam Cottam Almshouses Trust for a grant of £20,000 towards the re-roofing of the Almshouses.</p>	
	<p>WPC invited representation of the fund request. June Brown on behalf of the Adam Cottam Almshouses Trust fully supports the grant as the Trust has worked hard to undertake internal renovation work to restore the dilapidated properties and to avoid further deterioration of the properties the roof needs to be replaced. June Brown left the room for Cllrs to discuss.</p> <p>Cliff Ball on behalf of the Adam Cottam Almshouses Trust supports the grant and supplied historical information on the formation of the Trust. The Almshouse Association has already provided Grants and interest free loans to completely refurbish the interiors. All three dwellings are currently occupied and the Trust currently has an excess of income over expenditure.</p> <p>The 2015 and 2020 Quinquennial Inspections both report that the roof is in need of replacement, sooner rather than later otherwise the interiors may suffer water damage. Two quotations have been submitted; both around £100k.</p> <p>Cliff approached the Almshouses Association who have agreed to a grant from them of £20k and an interest free loan of £50k. The repayments over 10 years will be covered from the resident's weekly maintenance contributions (WMC). The Trust is requesting funds of £20k from WPC and they will fund the remaining £10k from Trust funds. Cliff Ball left the room for Cllrs to discuss.</p> <p>Gill Smith was conflicted as a Councillor and Adam Cottam Almshouses Trust Committee member as she felt that the £20k of funds didn't benefit a large enough proportion of parishioners, being for three properties. As such, she didn't support the request for funding. As Gill sits on both Committees, she was also asked to leave the room whilst the remaining Cllrs discussed the request.</p> <p>The remaining Cllrs discussed the Historical benefit and value the Almshouses have to the Parish and whether WPC had an obligation to upkeep the property and the Charitable Trust. Escalating building costs require additional help from outside sources and WPC has previously assisted community projects in this way.</p> <p>The item was put to a vote with 4 in favour with 1 abstention.</p> <p>Cllr Jon Smith proposed</p>	1817/22

	Cllr John Threlfall seconded The motion was carried to fund the project with £20k.	
10.	To consider and determine a request for 2021-22 under S137 Local Government Act 1972.	
	<p>Five grant applications were received</p> <ol style="list-style-type: none"> 1. Whalley In Bloom £1150 2. Whalley Table Tennis Club £500 3. Whalley & District Lions Club £360 4. Ribble Valley Rail £150 5. Whalley Old Grammar School £9734 <p>Cllrs discussed and resolved to approve applications 1-4, but as application no 5 had already commenced and paid for some of the works applied for, the application doesn't fully meet the WPC's criteria. It was established that an outstanding consultancy fee to the value of £3600 would qualify and Cllrs agreed to contribute 50% of this. £1800 was agreed.</p> <p>Total Grand total of Accepted Grant Applications £3960.</p>	1818/22
11.	To accept changes to the approved minutes of 16th September 2021 following an information rights concern and subsequent reference to the ICO	
	It was resolved to accept changes to the minutes of 16 th September 2021 by removing the specified second sentence completely. Ref 1774/21. WPC will register with the ICO.	1819/22
12.	To receive an update on the ASB Meeting that was due to be hosted by Ribble Valley Borough Council on Friday 3rd December 2021.	
	The meeting was adjourned due to lack of attendance, only four representatives attended. Date to be advised.	1820/22
13.	To receive an update on the Meeting on Monday 13th December 2021 with the solicitor and licensee of Benny's Bar.	
	The meeting was held- In attendance- Cllrs Martin Highton, June Brown, John Threlfall: Whalley Parish Council. Malcolm Ireland: Solicitor representing Benny's Bar. Rihanna and Partner: Benny's Bar. Jason Middleton: Licensing Officer, RVBC. A report was provided from Benny's Bar offering areas of improvement to address the issues previously address when considering whether a licensing review was necessary. It was resolved that WPC support giving Benny's Bar the opportunity to address the issues they have been causing and the request for a licensing review has been put on hold. The issues will continue to be monitored and kept under review.	1821/22
14.	To receive an update on Whalley Wiswell and Barrow Joint Burial Committee	
	Banking amendments are underway. A new email provider and IT support is sought as current provider ceases from Feb 2022. Not yet received the data for the cemetery records.	1822/22

15.	To receive an update on the Platinum Jubilee Celebrations																																																																																																																	
	Cllr Cliff Ball is looking for support with helping to organise activities around this event. He has a £500 grant from RVBC. Cllr Jon Smith offered to contact the Chamber of Trade & local businesses for support of sponsoring flags throughout the village.	1823/22																																																																																																																
16.	To Authorise Accounts, Payments, Receipts & Balances for December 2021 and January 2022																																																																																																																	
	<p>The accounts for December 2021 & January 2022 were approved for payments</p> <p>December 2021</p> <table> <tr> <td>DD</td> <td>Easyweb</td> <td>Website Maintenance</td> <td>(27.60)</td> </tr> <tr> <td>3684</td> <td>M. Richardson</td> <td>Salary</td> <td>(737.50)</td> </tr> <tr> <td>3685</td> <td>M. Richardson</td> <td>Home office</td> <td>(43.33)</td> </tr> <tr> <td>3685</td> <td>M. Richardson</td> <td>Internet</td> <td>(10.00)</td> </tr> <tr> <td>3685</td> <td>M Richardson</td> <td>Mobile Phone</td> <td>(5.00)</td> </tr> <tr> <td>3686</td> <td>M. Richardson</td> <td>mileage 22miles @0.45</td> <td>(9.90)</td> </tr> <tr> <td>3687</td> <td>HMRC</td> <td>(£30.60tax& £4.35 Employee NICs)</td> <td>(34.95)</td> </tr> <tr> <td>3688</td> <td>Whalley Old Grammar School</td> <td>Room Hire JM1829</td> <td>(60.00)</td> </tr> <tr> <td>3689</td> <td>Broxap Limited W1631</td> <td>Bench Ends + Delivery</td> <td>(799.20)</td> </tr> <tr> <td>3690</td> <td>EON</td> <td>Vale Gardens</td> <td>(8.69)</td> </tr> <tr> <td>3691</td> <td>Ribble Valley B C 14795</td> <td>Newsletter Printing</td> <td>(130.00)</td> </tr> <tr> <td colspan="3">Movement in Month</td> <td>(1,866.17)</td> </tr> <p>January 2022</p> <table> <tr> <td>DD</td> <td>Easyweb</td> <td>Website Maintenance</td> <td>(27.60)</td> </tr> <tr> <td>3692</td> <td>M. Richardson</td> <td>Salary</td> <td>(614.90)</td> </tr> <tr> <td>3693</td> <td>M. Richardson</td> <td>Home office</td> <td>(43.33)</td> </tr> <tr> <td>3693</td> <td>M. Richardson</td> <td>Internet</td> <td>(10.00)</td> </tr> <tr> <td>3693</td> <td>M Richardson</td> <td>mobile phone</td> <td>(5.00)</td> </tr> <tr> <td>3694</td> <td>HMRC</td> <td>(NICs £4.35 + £153.6)</td> <td>(157.97)</td> </tr> <tr> <td>3695</td> <td>EON</td> <td>Vale Gardens</td> <td>(8.98)</td> </tr> <tr> <td>3696</td> <td>Ark Plastics Ltd</td> <td>Bench repairs</td> <td>(480.00)</td> </tr> <tr> <td>3697</td> <td>Abbey Gardening Services</td> <td>Vale Gardens October 3325</td> <td>(273.00)</td> </tr> <tr> <td>3697</td> <td>Abbey Gardening Services</td> <td>Vale Gardens November 3342</td> <td>(273.00)</td> </tr> <tr> <td>3697</td> <td>Abbey Gardening Services</td> <td>Vale Gardens December 3368</td> <td>(273.00)</td> </tr> <tr> <td>3698</td> <td>Abbey Gardening Services</td> <td>Churchyard October 3322</td> <td>(291.00)</td> </tr> <tr> <td>3698</td> <td>Abbey Gardening Services</td> <td>Churchyard November 3341</td> <td>(291.00)</td> </tr> <tr> <td>3698</td> <td>Abbey Gardening Services</td> <td>Churchyard December 3367</td> <td>(291.00)</td> </tr> <tr> <td>3699</td> <td>I C O</td> <td>Registration Fee</td> <td>(40.00)</td> </tr> <tr> <td colspan="3">Movement in Month</td> <td>(3,079.78)</td> </tr> <p>Balances: Nat West Current: £ 67,480.81 Nat West QEII £0 Skipton £24006.74</p> </table></table>	DD	Easyweb	Website Maintenance	(27.60)	3684	M. Richardson	Salary	(737.50)	3685	M. Richardson	Home office	(43.33)	3685	M. Richardson	Internet	(10.00)	3685	M Richardson	Mobile Phone	(5.00)	3686	M. Richardson	mileage 22miles @0.45	(9.90)	3687	HMRC	(£30.60tax& £4.35 Employee NICs)	(34.95)	3688	Whalley Old Grammar School	Room Hire JM1829	(60.00)	3689	Broxap Limited W1631	Bench Ends + Delivery	(799.20)	3690	EON	Vale Gardens	(8.69)	3691	Ribble Valley B C 14795	Newsletter Printing	(130.00)	Movement in Month			(1,866.17)	DD	Easyweb	Website Maintenance	(27.60)	3692	M. Richardson	Salary	(614.90)	3693	M. Richardson	Home office	(43.33)	3693	M. Richardson	Internet	(10.00)	3693	M Richardson	mobile phone	(5.00)	3694	HMRC	(NICs £4.35 + £153.6)	(157.97)	3695	EON	Vale Gardens	(8.98)	3696	Ark Plastics Ltd	Bench repairs	(480.00)	3697	Abbey Gardening Services	Vale Gardens October 3325	(273.00)	3697	Abbey Gardening Services	Vale Gardens November 3342	(273.00)	3697	Abbey Gardening Services	Vale Gardens December 3368	(273.00)	3698	Abbey Gardening Services	Churchyard October 3322	(291.00)	3698	Abbey Gardening Services	Churchyard November 3341	(291.00)	3698	Abbey Gardening Services	Churchyard December 3367	(291.00)	3699	I C O	Registration Fee	(40.00)	Movement in Month			(3,079.78)	1824/22
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17.	To accept the Clerks Report for December 2021 and January 2022																																																																																																																	
	No report received. Handover in process.	1825/22																																																																																																																

18.	To approve the date of the next meeting.	
	<p>The council approved the date of the next meeting to be held on Thursday 17th February 2022 at 7.30pm at Whalley Old Grammar School.</p> <p>At the end of the meeting Cllr June Brown advised that she was resigning from the Parish Council on 31st January. The Chairman thanked June for all her hard work during her 26 years of service and that she was a respected Vice Chairman and Parish Councillor. Sincere thanks were given from all Councillors of the Parish Council.</p> <p>June Brown subsequently rescinded her notice on 22nd January 2022.</p> <p>Meeting Closed at 21.50.</p>	1826/22

Liz Haworth
Clerk and Responsible Finance Officer
Whalley Parish Council

Signed..... Chairman Martin Highton

Date.....