

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 17<sup>th</sup> July 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.

<b>1.</b>	<b>Attendance &amp; Apologies</b>	
	Present: Cllr Ball, Cllr Highton (Chairman), Cllr Mirfin (arrived at 7.50pm), Cllr Smith, Cllr Threlfall, Cllr Vickers. Apologies: Cllr Allen, Borough Cllr Hindle. In Attendance: Liz Haworth (Clerk), 3 members of the public.	2696/25
<b>2.</b>	<b>Declarations of Interest</b>	
	There were no declarations of interest.	2697/25
<b>3.</b>	<b>To Approve the Minutes of the Previous Parish Council Meeting</b>	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 19 <sup>th</sup> June 2025.	2697/25
<b>4.</b>	<b>To Receive the Minutes of other Committees</b>	
	4.1 It was resolved to receive the minutes of the Planning Committee Thursday 19 <sup>th</sup> June 2025.  4.2 It was resolved to receive the minutes of the WWBJBC meeting April 9 <sup>th</sup> April 2025.	2698/25
<b>5.</b>	<b>Adjourn the Meeting for Public Discussion</b>	
	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)  The railway station is running as normal. No train service on Sundays – replacement bus service. The Yorkshire Dales Explorer rail service is still running. The light on the bridge is still not illuminated – clerk to contact LCC/Network Rail – bags of rubbish have been left over from viaduct works that need removing.  Platform planters and gardens have been attended by WIB.	2699/25

6.	Monthly Financial Report																																																																																																																						
	<div>6.1 It was resolved to Authorise Accounts, Payments, Receipts &amp; Balances for July 2025.</div> <div><div><div>Whalley Parish Council</div><div>Approved Minutes Ref No:</div></div><div>Cash Book</div><div>JULY 2025</div></div> <table><thead><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 QE2 £</th><th>Skipton £</th><th>Total £</th></tr></thead><tbody><tr><td>DD</td><td>01/07/2025</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>21/07/2025</td><td></td><td>E Haworth</td><td>Salary/Office/Travel</td><td>(1,303.94)</td><td></td><td></td><td>(1,303.94)</td></tr><tr><td>Bankline</td><td>21/07/2025</td><td></td><td>HMRC</td><td>Tax£239.40 NI£37.06 EN£164.14</td><td>(440.60)</td><td></td><td></td><td>(440.60)</td></tr><tr><td>Bankline</td><td>21/07/2025</td><td>248033045</td><td>E-On Next</td><td>Vale Gardens Electricity</td><td>(17.05)</td><td></td><td></td><td>(17.05)</td></tr><tr><td>Bankline</td><td>21/07/2025</td><td>812</td><td>Abbey Gardening Services Ltd</td><td>Vale Gardens Weed &amp; Feed</td><td>(48.00)</td><td></td><td></td><td>(48.00)</td></tr><tr><td>Bankline</td><td>21/07/2025</td><td>JM3084</td><td>WEF</td><td>Room Hire June</td><td>(28.00)</td><td></td><td></td><td>(28.00)</td></tr><tr><td>Bankline</td><td>21/07/2025</td><td></td><td>LALC</td><td>Conference RV</td><td>(50.00)</td><td></td><td></td><td>(50.00)</td></tr><tr><td>Bankline</td><td>21/07/2025</td><td>SpID60</td><td>Altham PC</td><td>Clitheroe Road LC107 SpID</td><td>(163.30)</td><td></td><td></td><td>(163.30)</td></tr><tr><td colspan="5"></td><td></td><td></td><td></td><td>0.00</td></tr><tr><td colspan="5"></td><td>(2,127.08)</td><td>0.00</td><td>0.00</td><td>(2,127.08)</td></tr><tr><td colspan="5">Cash Book Balance at START of Month</td><td>75,488.33</td><td>1,095.00</td><td>81,705.68</td><td>158,289.01</td></tr><tr><td colspan="5">Cash Book Balance at END of Month</td><td>73,361.25</td><td>1,095.00</td><td>81,705.68</td><td>156,161.93</td></tr></tbody></table> <div>6.2 It was agreed to set up a Nat West Reserve account. MH to initiate as Account Leader along with JT.</div>	Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	DD	01/07/2025		Easy Web	Website/Email Services	(76.19)			(76.19)	Bankline	21/07/2025		E Haworth	Salary/Office/Travel	(1,303.94)			(1,303.94)	Bankline	21/07/2025		HMRC	Tax£239.40 NI£37.06 EN£164.14	(440.60)			(440.60)	Bankline	21/07/2025	248033045	E-On Next	Vale Gardens Electricity	(17.05)			(17.05)	Bankline	21/07/2025	812	Abbey Gardening Services Ltd	Vale Gardens Weed & Feed	(48.00)			(48.00)	Bankline	21/07/2025	JM3084	WEF	Room Hire June	(28.00)			(28.00)	Bankline	21/07/2025		LALC	Conference RV	(50.00)			(50.00)	Bankline	21/07/2025	SpID60	Altham PC	Clitheroe Road LC107 SpID	(163.30)			(163.30)									0.00						(2,127.08)	0.00	0.00	(2,127.08)	Cash Book Balance at START of Month					75,488.33	1,095.00	81,705.68	158,289.01	Cash Book Balance at END of Month					73,361.25	1,095.00	81,705.68	156,161.93	2700/25
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	7.1 No updates have been received on the outcome of the judging of the Best Kept Village Competition.	2702/25																																																																																																																					
	7.2 To continue with village maintenance and assist with the upkeep for the Best Kept Village Competition.	2703/25																																																																																																																					
8.	Speeding Awareness/Joint Working Group/Traffic Matters																																																																																																																						
	<div>8.1 To receive an update on speed awareness and prevention measures in Whalley. It appears that the Rural Joint Working Group is currently inactive.</div> <div>8.2 Council reviewed the SPID report data for Clitheroe Road, LC107, from 4th June to 18th June 2025. The below is a summary from Cllr Threlfall.</div> <table><thead><tr><th colspan="2">2025/2026 Speed Surveys</th></tr><tr><th>Location:</th><th>Clitheroe Road, LC107</th></tr><tr><th>From</th><th>To</th></tr></thead><tbody><tr><td>4 June 2025</td><td>18 June 2025</td></tr><tr><td>No. of Vehicles</td><td>54,558 (44,867 last survey)</td></tr><tr><td>Ave Daily Vehicles</td><td>3,637 (3,205 last survey)</td></tr><tr><td>Max Speed</td><td>45mph (same as last survey)</td></tr><tr><td>85th Percentile Speed</td><td>24.2 mph (24.0mph last survey)</td></tr><tr><td>50th Percentile Speed</td><td>20.4mph (19.6mph last survey)</td></tr><tr><td>Average Speed</td><td>20.11 mph (19.35mph last survey)</td></tr><tr><td>Vehicles over speed limit</td><td>284 (225 last survey)</td></tr></tbody></table>	2025/2026 Speed Surveys		Location:	Clitheroe Road, LC107	From	To	4 June 2025	18 June 2025	No. of Vehicles	54,558 (44,867 last survey)	Ave Daily Vehicles	3,637 (3,205 last survey)	Max Speed	45mph (same as last survey)	85th Percentile Speed	24.2 mph (24.0mph last survey)	50th Percentile Speed	20.4mph (19.6mph last survey)	Average Speed	20.11 mph (19.35mph last survey)	Vehicles over speed limit	284 (225 last survey)	2704/25																																																																																															
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<b>9.</b>	<b>Planning Permission Whalley Sports Park</b>					
	<p><b>9.1</b> There was nothing to report on the progress of the pre-planning application for the Sports Park. Clerk to contact CH re LCC Pre-app advice.</p>	2707/25				
	<p><b>9.2</b> MH awaiting contact and information from AA at RVBC re potential all-weather pitch.</p>	2708/25				
	<p><b>9.3</b> It was resolved to get a quote for a tree risk assessment report from Bowland Tree Consultancy Ltd on the QEII land.</p>	2709/25				
<b>10.</b>	<b>WPC Grant Awards</b>					
	<p>It was resolved that the existing Grant Awards process and policy will be revised following the January 2026 grant application round to ensure alignment with the Grant Awards Policy. Applicants will then be informed that future applications will be invited from the start of the financial year in April 2026, accompanied by communications to explain the process for accessing funding. A requirement will also be introduced for applicants to provide evidence of how awarded funds have been used within that financial year, demonstrating the Council’s continued support for resident organisations.</p>	2710/25				
<b>11.</b>	<b>Staffing Committee</b>					
	<p><b>11.1</b> It was resolved to establish a Staffing Committee.</p>	2711/25				
	<p><b>11.2</b> It was resolved to adopt the Terms of Reference for the WPC Staffing Committee.</p>	2712/25				
	<p><b>11.3</b> Cllrs Highton, Ball &amp; Mirfin were nominated to serve on the Staffing Committee.</p>	2713/25				

<b>12.</b>	<b>Partnership Meetings</b>	
	<p>To receive reports from Borough/County Councillors and partnership meetings Councillors have attended <b>which impact on the Parish</b> e.g., LCC, RVBC, LALC, Parish Liaison, Police Partnership meeting updates.</p> <p>GM – updated that there has been talks of match funding for Parish Councils with LCC to assist with parish projects/required works.</p>	2714/25
<b>13.</b>	<b>Reports by Cllrs &amp; Clerk as INFORMATION only – Not for debate</b>	
	<p>Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item.</p> <ul style="list-style-type: none"> <li>• Rural News Bulletins</li> <li>• Whalley Queen St RAG Reports</li> <li>• RVBC Updates</li> <li>• Neighbourhood Alerts/Stay In The Know/Crime Figures June</li> <li>• NALC Executive Bulletins and newsletters</li> <li>• Lancashire Trading Standards - July</li> <li>• King Street/Calder Vale Bins – verbal update</li> <li>• Community Engagement - News items on Websites/Facebook</li> <li>• Sydney Avenue - Accrington Road - traffic mirror request</li> <li>• Consultation on Pan-Lancashire draft Pharmaceutical Needs Assessment 2025</li> <li>• Amendment to urgent gas works – Road Closure - The Sands, Whalley</li> <li>• VJ Day 80th Anniversary - 15th August</li> <li>• Sydney Avenue Flooding</li> </ul> <p>MH – GM - LCC responsibility of the trees at QEII Playing Fields is to be actioned.</p> <p>GM requested that information be emailed to him (via JS) to assist in investigating potential solutions to the issues at the Sydney Avenue junction, which exits onto Accrington Road and has seen steadily increasing traffic volumes over time due to ongoing new development in the area.</p> <p>CB - Hedge on Station Road is dangerous to pedestrians and needs urgent action. Adam Cottam Trust are hoping to engage WIB to improve front garden areas to the Alms Houses. The Churchyard Committee are awaiting the Risk Assessment Tree Report and the quote for removal of the tree as per permissions received. Enquired about the Broad Lane culvert works which GM updated is now clear. The contractors will make the area good.</p> <p>JS – Had a meeting with LCC on 3/7/2025 visiting the flood area around Sydney Avenue and The Cloisters. LCC agreed to conduct investigations to surface water drains thought to be affecting these areas. JS is working to establish a new Whalley Flood Group that hope to include representatives from Lancashire County Council (LCC), United Utilities (UU), Whalley Parish Council (WPC), the Environment Agency (EA), and Ribble Valley Borough Council (RVBC). The aim is to ensure clear accountability for the maintenance and responsibility of the attenuation tanks and drainage infrastructure.</p>	<p>2715/25</p> <p>2716/25</p> <p>2717/25</p> <p>2718/25</p>

	MH/JS reported that the playing fields are being used without agreement for private football coaching.	2719/25
	RV – continuing work on Mapping Online – to update map on website.	2720/25
<b>14.</b>	<b>Next Meeting Date</b>	
	It was resolved to approve the next meeting date of Thursday 21 <sup>st</sup> August 2025 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	2721/25

Meeting closed at 9.20pm

*Draft Minutes Subject to Confirmation*