



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 19<sup>th</sup> June 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 Allen, Cllr Ball, Cllr Duckworth, Cllr Mirfin, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Late Attendance Cllr Highton (Chairing Parish Liaison Meeting) joined at 7.45pm, Cllr Smith joined at 8pm. In Attendance: Liz Haworth (Clerk), 2 members of the public.	2671/25
<b>2.</b>	<b>Declarations of Interest</b>	
	No member interests were declared.	2672/25
<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 15 <sup>th</sup> May 2025.	2673/25
<b>4.</b>	<b>To Approve the Minutes of the Annual Parish Meeting</b>	
	It was resolved to approve and confirm the accuracy of the Annual Parish Meeting Minutes held Thursday 1 <sup>st</sup> May 2025.	2674/25
<b>5.</b>	<b>To Receive the Minutes of other Committees</b>	
	It was resolved to receive the minutes of the Planning Committee Thursday 15 <sup>th</sup> May 2025	2675/25
<b>6.</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) No items for discussion. WIB representative commended the joint efforts of the village whilst entering the BKV competition.	2676/25
<b>7.</b>	<b>Monthly Financial Report</b>	
	It was resolved to Authorise Accounts, Payments, Receipts & Balances for June 2025.	2677/25

Whalley Parish Council Approved Minutes Ref No:				Cash Book	JUNE 2025			
Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £
DD	02/06/2025		Easy Web	Website/Email Services	(76.19)			(76.19)
Bankline	23/06/2025		E Haworth	Salary/Office/Travel	(1,305.29)			(1,305.29)
Bankline	23/06/2025		E Haworth Re-Imbursement	Bitdefender - Antivirus	(49.99)			(49.99)
Bankline	23/06/2025		E Haworth Re-Imbursement	Stationery	(2.83)			(2.83)
Bankline	23/06/2025		E Haworth Re-Imbursement	Stationery	(7.10)			(7.10)
Bankline	23/06/2025		E Haworth Re-Imbursement	Anti Slip Tape	(20.39)			(20.39)
Bankline	23/06/2025		HMRC	TaxE239.40 NIE37.06 ENIE164.14	(440.60)			(440.60)
Bankline	23/06/2025	242595895	E-On Next	Vale Gardens Electricity	(17.64)			(17.64)
Bankline	23/06/2025	764	Abbey Gardening Services Ltd	Parish Churchyard (April 2025)	(418.80)			(418.80)
Bankline	23/06/2025	765	Abbey Gardening Services Ltd	Vale Gardens (April 2025)	(327.60)			(327.60)
Bankline	23/06/2025	789	Abbey Gardening Services Ltd	Vale Gardens (May 2025)	(327.60)			(327.60)
Bankline	23/06/2025	788	Abbey Gardening Services Ltd	Parish Churchyard (May 2025)	(418.80)			(418.80)
Bankline	23/06/2025	Z4007	Treecheck Ltd	Vale Gardens Tee Inspection	(240.00)			(240.00)
Bankline	23/06/2025	333596	Broxap Ltd	Bench Ends	(1,543.20)			(1,543.20)
Bankline	23/06/2025	JM3042	WEF	Room Hire (May)	(56.00)			(56.00)
Bankline	23/06/2025	JM3003	WEF	Room Hire (April)	(28.00)			(28.00)
Bankline	23/06/2025	1142	AER Accountants	Internal Audit	(250.00)			(250.00)
Bankline	23/06/2025	130525/01	LALC	Whistlestop Tour for New Councillors	(35.00)			(35.00)
Bankline	23/06/2025	1102	United Flags	Flagpole & Union Jack Flag	(1,372.80)			(1,372.80)
<b>Movement in Month</b>					<b>(6,937.83)</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,937.83)</b>
Cash Book Balance at START of Month					82,426.16	1,095.00	81,705.68	165,226.84
Cash Book Balance at END of Month					<u>75,488.33</u>	<u>1,095.00</u>	<u>81,705.68</u>	<u>158,289.01</u>
<b>8.</b>	<b>Best Kept Village Competition</b>							
	The judging is well underway, and the village is looking exceptional in its presentation. An excellent effort from all involved. Rubbish bins, both commercial and residential need to be kept within property curtilages and general maintenance outside of residential properties needs to continue. The Council continues to support the village in its maintenance.							2678/25
<b>9.</b>	<b>Ribble Valley Settlement Review: Whalley Parish</b>							
	It was resolved that a working group consisting of Cllrs Highton, Vickers and Mirfin will meet to review and report discrepancies and corrections which need to be made to the settlement map - services and facilities form to be confirmed with RVBC. A working group meeting will be held on Friday 11 <sup>th</sup> July 9-12am at Whalley Old Grammar School. ACTION: Clerk to book space at the OGS.							2679/25
<b>10.</b>	<b>Speeding Awareness/Joint Working Group/Traffic Matters</b>							
	The Council have renewed the SpID contract with Altham Parish Council. The first SpID was erected on Clitheroe Road LC107 by 11 Clitheroe Road Out. Cllr Threlfall is awaiting approval information on locations of other SpID plates from LCC. A location near Springwood Drive and Wiswell Lane are to be investigated. Cllr Threlfall was informed that a new bespoke post could be erected on Clitheroe Road at a cost of £410. The Council thought that money would be better spent erecting one on Wiswell Lane and JT is to investigate further.							2680/25
<b>11.</b>	<b>Planning Permission Whalley Sports Park</b>							
	11.1 No further update.							2681/25
	11.2 Cllr Highton and Clerk measured the field area to check the suitability of installing an all-weather pitch on the QEII land. There is sufficient land to install a pitch of 100.6m x 64m. ACTION: Cllr Highton to contact Adam Allen at RVBC for further information on next steps.							2682/25

<b>12.</b>	<b>Tree Inspection Report and Review of Contract</b>	
	12.1 WPC discussed the tree inspection report for Vale Gardens and reviewed the existing contract, after exploring options to ensure it remains suitable for ongoing and future tree inspection requirements.	2683/25
	12.2 It was resolved to employ Bowland Tree Consultancy Ltd for the next tree inspections on the Churchyard, Cemetery and Vale Gardens.	2684/25
	12.3 It was resolved to allocate a budget of £150 for a cherry tree to be placed within a vacant footway grid in the bus station area.	2685/25
<b>13.</b>	<b>Partnership Meetings</b>	
	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.	
	LALC – Cllr Vickers updated on the recent RVLALC AGM meeting at Foxfields. Jacqueline Hampson is the newly elected Chairman. Vice Chair position is vacant, Executive Members are Steve Houghton Wiswell PC and Maggy Howells Salisbury PC.	2686/25
	LALC Conference was held 7 <sup>th</sup> June 2025. Presentations by a clerk about changes in Local Government, and Treescapes.	
	Cllr Mirfin updated that he is the Lancashire County Council Councillor Cabinet Member for Resources, HR and Property for Reform UK Ribble Valley North East division.	2687/25
	Borough Cllr Mark Hindle updated on recent meetings and discussions around Devolution, expecting a consultation shortly for response.	2688/25
	RVBC have designated a Farming Champion Cllr Lee Street and an Armed Forces Champion Cllr John Atherton.	
	Updates were given on the now amalgamated UKSPF and Jubilee Fund.	
	Consideration is being given to the installation of CCTV around Accrington Road/Queen Street by RVBC.	
	Cllr Highton reported on the Parish Liaison Meeting which included topics on Digital Switch over to ensure the parishioners are aware of the implications. The Local Plan was discussed along with the UKSPF and Jubilee Fund.	2689/25
<b>14.</b>	<b>Flagpole</b>	
	Discussions resolved to keep the Union Jack flag flying continuously from the newly installed village flagpole.	2690/25
<b>15.</b>	<b>Reports by Cllrs &amp; Clerk as INFORMATION only – Not for debate</b>	
	Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item.	
	<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 May</li> <li>• NALC Executive Bulletins and newsletters</li> <li>• Lancashire Trading Standards - June</li> <li>• King Street/Calder Vale Bins – verbal update</li> </ul>	

	<ul style="list-style-type: none"> <li>• WPC Grant Awards – Clerk verbal report</li> <li>• Staff Committee – Clerk verbal report</li> <li>• Parking at the junction on Abbey Fields</li> <li>• Jubilee Fund</li> <li>• Forest Garden – QEII site</li> </ul> <p>Cllr Ball reported that the Almhouses Trust has now resolved its internet banking system. There are two vacancies on the Adam Cottam Trust to be filled. The accounts have been filed for 2024-25. The Churchyard Committee is awaiting the removal of a multi-branch tree causing damage to the rear boundary wall.</p> <p>Cllr Threlfall attended the Village Hall meeting. They have appointed a new events program and have bookings up to Dec 2026.</p> <p>Cllr Mirfin reported that glasses are still being taken out of the public houses and left in the street. <b>Action</b> – Cllr Mirfin to speak with the landlords and request that they be more vigilant in preventing glasses from being removed from their premises.</p> <p>The issue of flooding in the village especially around Sydney Ave was raised by Cllr Smith and further information or a meeting is required to further pursue the matter with LCC/UU.</p>	<p>2691/25</p> <p>2692/25</p> <p>2693/25</p> <p>2694/25</p>
<b>16.</b>	<b>Next Meeting Date</b>	
	It was resolved to approve the next meeting date of Thursday 17 <sup>th</sup> July 2025 to be held at Whalley Old Grammar School in The Calder Room 7.30pm.	2695/25

Meeting Closed at 9.15pm

Signed by Chairman:

Date:

Councillor Martin Highton