



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> 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.

<b>1.</b>	<b>Chairman's Welcome</b>	
	The Chairman formally opened the meeting and welcomed all present.	2715/26
<b>2.</b>	<b>Attendance &amp; Apologies</b>	
	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
<b>3.</b>	<b>Declarations of Interest</b>	
	There were no disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	2717/26
<b>4.</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> February 2026.	2718/26
<b>5.</b>	<b>To Receive the Minutes of other Committees</b>	
	It was resolved to receive the minutes of the Planning Committee Thursday 19 <sup>th</sup> February 2026.	2719/26
<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)  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>																																																																																																																																																																																																																																																																																		
<b>7.</b>	<b>Monthly Financial Report</b>																																																																																																																																																																																																																																																																																			
	<p>It was resolved to authorise accounts, payments, receipts &amp; 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 &amp; 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></td> <td></td> <td></td> <td><b>Movement in Month</b></td> <td></td> <td><b>1,870.85</b></td> <td><b>(15,500.00)</b></td> <td><b>0.00</b></td> <td><b>0.00</b></td> <td><b>(13,629.15)</b></td> <td><b>(1,438.37)</b></td> <td><b>(12,190.78)</b></td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>Cash Book Balance at START of Month</b></td> <td></td> <td><b>603.87</b></td> <td><b>40,175.12</b></td> <td><b>1,095.00</b></td> <td><b>83,942.84</b></td> <td><b>125,816.83</b></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>Cash Book Balance at END of Month</b></td> <td></td> <td><b>2,474.72</b></td> <td><b>24,675.12</b></td> <td><b>1,095.00</b></td> <td><b>83,942.84</b></td> <td><b>112,187.68</b></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											<b>Movement in Month</b>		<b>1,870.85</b>	<b>(15,500.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>(13,629.15)</b>	<b>(1,438.37)</b>	<b>(12,190.78)</b>				<b>Cash Book Balance at START of Month</b>		<b>603.87</b>	<b>40,175.12</b>	<b>1,095.00</b>	<b>83,942.84</b>	<b>125,816.83</b>						<b>Cash Book Balance at END of Month</b>		<b>2,474.72</b>	<b>24,675.12</b>	<b>1,095.00</b>	<b>83,942.84</b>	<b>112,187.68</b>			<p>2726/26</p> <p>2727/26</p>
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<b>8.</b>	<b>WPC Policy Documents</b>																																																																																																																																																																																																																																																																																			
	<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>																																																																																																																																																																																																																																																																																		

<b>9.</b>	<b>Assets Registers</b>	
	9.1 It was resolved to approve the WPC Assets Register 2026. 9.2 It was resolved to approve the WPC Cemetery Assets Register 2026.	2730/26 2731/26
<b>10.</b>	<b>Speeding Awareness /Traffic Matters</b>	
	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
<b>11.</b>	<b>Annual Parish Meeting</b>	
	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
<b>12.</b>	<b>Ongoing/Standing Items</b>	
	To note progress with ongoing matters – not for decision.  <b>12.1</b> Planning Permission Whalley Sports Park – ongoing. <b>12.2</b> 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. <b>12.3</b> Trustees of the QEII Playing Fields charitable trust – ongoing. <b>12.4</b> Wiswell Lane Welcome Sign – ongoing. <b>12.5</b> Whalley In Bloom Plaques (New and change of placement)- to be actioned in the next couple of weeks. <b>12.6</b> Churchyard Wall Repairs – works approved - awaiting start date. <b>12.7</b> Tree Report BTC3323 - Queen Elizabeth II Playing Fields – awaiting tree surgeon update on report and estimate. <b>12.8</b> Mitton Road overgrown hedges – to be trimmed accordingly. <b>12.9</b> Parish Council owned bench numbering – tags to be ordered. <b>12.10</b> 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. <b>12.11</b> Register the bus station land with Land Registry – to follow up. <b>12.12</b> Carpark on Land South of Accrington Road Whalley-Oakmere Homes (NW)- WPC to monitor progress. <b>12.13</b> Village Traditional Heritage Signposts – under review.	2734/26
<b>13.</b>	<b>Partnership Meetings</b>	
	Reports from <b>Borough/County Councillors</b> and relevant <b>Partnership Meetings</b> 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 Almshouses garden work is ongoing along with continuing work from the Quinquennial report.	2735/26

	Cllr Vickers reported that the next RVLALC meeting is to be held at Foxfields, Billington on 25 March at 6.30pm.	2736/26
<b>14.</b>	<b>Reports by Cllrs &amp; Clerk as INFORMATION only – Not for decision</b>	
	Items arising and correspondence received since the last meeting for information only, which may give rise to a future agenda item.	2737/26
	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	
	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.	2738/26
	Cllr Smith would like to attend the next Police Partnership Meeting.	2739/26
	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.	2740/26
	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.	2741/26
	Cllr Allen reported that a member of the cricket club raised some points for information.	2742/26
<b>15.</b>	<b>Next Meeting Date</b>	
	The next meeting date is Thursday 16 <sup>th</sup> April 2026 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	2743/26

The meeting closed at 9.10pm.

***Draft Minutes Subject to Confirmation***