

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 15<sup>th</sup> May 2023 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 Caroline Allen, Cllr Clifford Ball, Cllr June Brown, Cllr Martin Highton (Chairman), Cllr Jonathan Smith, Cllr John Threlfall, Cllr Richard Vickers. Apologies: Judith Carlton In Attendance: Liz Haworth Clerk, 4 members of the public, Cllr Mirfin.	2187/23
<b>2.</b>	<b>Declaration of Interests</b>	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2188/23
<b>3.</b>	<b>To Approve the Minutes of the Previous Parish Council Meeting and of the Annual Parish Meeting.</b>	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 20 <sup>th</sup> April 2023 and the Annual Parish Meeting Minutes. These were both signed by the Chair.	2189/23
<b>4.</b>	<b>To Receive the Minutes of the Planning Meeting</b>	
	It was resolved to accept and receive the minutes of the Planning meeting held Thursday 20 <sup>th</sup> April 2023.	2190/23
<b>5.</b>	<b>To Adjourn the Meeting for Public Discussion</b>	
	To adjourn 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)	
	Updates were given that some vandalism had occurred at Whalley Train Station.	2191/23
	A member of the public voiced their outrage at the issue around the confusion at the elections with incorrect electoral register details potentially skewing the result of the votes of two residential areas of Whalley across two wards. They	2192/23

	<p>had hoped the elected Borough Councillors would have attended the meeting to provide some explanation.</p> <p>Cllr Mirfin explained his position on the matter and was considering his options to act against the Borough Council. His opinion was the errors caused by RVBC disenfranchised the voters removing their voice in the Ward that they live.</p> <p>Residents of Wiswell Lane expressed their concerns over traffic and support traffic calming measures. It was also requested that WPC look in to a welcome to Whalley type of sign on Wiswell Lane.</p>	2193/23
<b>6.</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, Parish Liaison, Police Partnership, joint committee meeting updates.</p> <p>LCC Cllr Mirfin reported that he is due to meet to discuss school place logistics around the area. A Police Partnership meeting is also planned to discuss safety in the community. He has requested an inspection visit of Station Road re inadequate works. He is campaigning re traffic calming on Springwood Drive linking the A671 and Clitheroe Road, Whalley. The public and WPC asked Cllr Mirfin to also include Wiswell Lane in this campaign.</p> <p>A discussion/update was had about the lands at Hellicliffes.</p> <p>Cllr Smith updated on the Whalley Sports Community Park Funding.</p> <p>Cllr Ball updated on the Parish Church stating the paths need some attention along with some tree/bush pruning.</p> <p>Cllr Threlfall updated on the Village Hall meetings. Ribble Valley First Aiders are looking to host some joint first aid/ defib training in the village hall. Dates TBC.</p>	<p>2194/23</p> <p>2195/23</p> <p>2196/23</p> <p>2197/23</p> <p>2198/23</p>
<b>7.</b>	<b>Speeding/Joint Working Group update</b>	
	<p>Cllr Threlfall is representing WPC on the 20mph joint working group. Results from our SpID showed a need for traffic speed awareness and WPC are working towards more light column plates to host SpIDs at various village locations.</p>	2199/23
<b>8.</b>	<b>Policies</b>	
	<p>It was resolved to adopt the following policies;</p> <ul style="list-style-type: none"> <li>• CCTV Policy</li> <li>• Data Protection &amp; GDPR Policy</li> <li>• Publication Scheme</li> <li>• Grievance Policy</li> <li>• Disciplinary Policy</li> <li>• Equality &amp; Diversity Policy</li> <li>• Sickness &amp; Absence Policy</li> <li>• Performance Improvement Policy</li> <li>• Anti-Harassment &amp; Bullying Policy</li> <li>• Planning Committee Terms of Reference</li> </ul>	2100/23

<b>9.</b>	<b>Kings Coronation</b>	
	An update was received on Whalley's Kings Coronation events throughout the village. ACTION: Cllrs and clerk to ask for photos of the events supported by WPC for the Coronation.	2201/23
<b>10.</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.	
	Cllr Vickers updated us on the footpath repairs at Lamb Roe that have been completed.	2202/23
	Cllr Highton updated on CCTV on the Sands and HARP.	2203/23
	A date will be arranged for the JBC to meet and one for the Church Committee.	2204/23
<b>11.</b>	<b>Whalley Parish Council Insurance</b>	
	It was resolved to approve the renewal of the insurance policy. Payment of BHIB Insurance for 2023/2024 @£1,172.76. (£93.07 increase £1079.69 2022-23)	2205/23
<b>12.</b>	<b>Audit Report by AER Accountants</b>	
	It was resolved to approve the Internal Audit AGAR report 2022/2023 by AER Accountants.	2206/23
<b>13.</b>	<b>Period for Exercise of Public Rights</b>	
	It was resolved to approve the period for exercise of Public Rights and publication of Unaudited Annual Governance and Accountability Return set from Monday 5 June – Friday 14 July 2023. This will be displayed on the notice board on WPC website.	2207/23
<b>14.</b>	<b>Section 1 of the Annual Government and Accountability Statement for 2022/2023.</b>	
	It was resolved to approve Section 1 of the Annual Government and Accountability Statement for 2022/2023.	2208/23
<b>15.</b>	<b>Section 2 of the Annual Government and Accountability Statement for 2022/2023.</b>	
	It was resolved to approve the certified accounting statement Section 2 of the Annual Government and Accountability Statement for 2022/2023. Chairman signed the Accounting Statement after approval at the meeting. Bank Reconciliation Statement 2022-23 and Explanation of Variances were provided.	2209/23
<b>16.</b>	<b>Monthly Financial Report</b>	
	It was resolved to Authorise Accounts, Payments, Receipts & Balances for May 2023.	2210/23

Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £
DD	01/05/2023		Easy Web	Website Maintenance	(73.91)			(73.91)
Bankline	22/05/2023		E Haworth	Salary	(870.52)			(870.52)
Bankline	22/05/2023		E Haworth	Home office, internet, mobile	(58.33)			(58.33)
Bankline	22/05/2023		HMRC	IT £219 NIE5.66 ENIE46.53	(271.19)			(271.19)
Bankline	22/05/2023		E-On	Vale Grdns	(17.36)			(17.36)
Bankline	22/05/2023		WEF	Room Hire	(52.00)			(52.00)
Bankline	22/05/2023		BHIB Insurance	WPC Annual Insurance	(1,172.76)			(1,172.76)
Bankline	22/05/2023	126	Abbey Gardening Services	Church April 2023	(349.20)			(349.20)
Bankline	22/05/2023	132	Abbey Gardening Services	Vale Gardens 2023	(327.60)			(327.60)
Bankline	22/05/2023	129	Abbey Gardening Services	Vale Gardens Pruning	(175.50)			(175.50)
Bankline	22/05/2023		Ttees of WPC	Skipton Bld Soc A/C	(30,000.00)		30,000.00	0.00
<b>Movement in Month</b>					<b>(33,368.37)</b>	<b>0.00</b>	<b>30,000.00</b>	<b>(3,368.37)</b>
Cash Book Balance at START of Month					81,043.10	1,095.00	24,125.75	106,263.85
<b>Cash Book Balance at END of Month</b>					<b>47,674.73</b>	<b>1,095.00</b>	<b>54,125.75</b>	<b>102,895.48</b>
<b>17.</b>	<b>Next Meeting Dates</b>							
	It was resolved to approve the date of the next meeting, Thursday 15 <sup>th</sup> June 2023 at 7.30pm at Whalley Old Grammar School.							2211/23

Meeting Closed at 9.40pm

Signed by Chairman Cllr Martin Highton.....Date.....