

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 16th October 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.

1.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Ball, Cllr Duckworth, Cllr Highton (Chairman), Cllr Threlfall, Cllr Smith, Cllr Vickers. Apologies: Cllr Mirfin. In Attendance: Liz Haworth (Clerk), 5 members of the public.	2781/25
2.	Whalley Parish Council Casual Vacancy	
	A casual vacancy has arisen for the role of Parish Councillor. As no election has been requested under the Representation of the People Act 1983, the Council may fill this position by co-option. The Council continue to advertise the position.	2872/25
3.	Declarations of Interest	
	No disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda were declared.	2873/25
4.	To Approve the Minutes of the Previous Parish Council Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 18 th September 2025.	2874/25
5.	To Receive the Minutes of other Committees	
	5.1. It was resolved to receive the minutes of the Planning Committee Thursday 18 th September 2025.	2875/25
	5.2 It was resolved to receive the minutes of the WWB Joint Burial Committee Wednesday 9 th July 2025.	2876/25
6.	Correction to June Minutes 2025 ref 2688/25	
	It was resolved to correct the error in recording the information on the above ref point stating 'The RVBC have designated a Farming Champion Cllr Lee Street and an Armed Forces Champion Cllr John Atherton.'	2877/25

	In fact, the statement should have read ‘The RVBC have designated a Farming Champion Cllr John Atherton and an Armed Forces Champion Cllr Lee Street.’ The minutes of June 2025 ref 2688/25 will be amended and recorded accordingly.									
7.	Adjourn the Meeting for Public Discussion									
	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 Parish Council observed a moment of silence in memory of the late Tony Brown, who has sadly passed away. Tony was a respected member of the community and a strong supporter and friend of the Parish Council, regularly attending meetings as a statutory member of the public. Our sincere condolences are extended to his wife, June, and to all his family and friends.	2878/25								
	It was highlighted that the road markings on Wiswell Road need to be addressed by LCC.	2879/25								
	It was noted that the area between the goal posts on the Whalley Manor development has been cleared and marked private – no thoroughfare. This was queried and requires further investigation.	2880/25								
	The issue of the lack of green spaces on Springwood was raised once again. This matter will be referred to the planning authority.	2881/25								
	The Railway Station is running as normal with the exception of Sundays, where there are no trains from Whalley. The ticket machine is back to working order. The Yorkshire Dales Explorer rail service is still well supported, and the platform plants are being changed for winter.	2882/25								
8.	Monthly Financial Report									
	It was resolved to authorise accounts, payments, receipts & balances for October 2025.	2883/25								
	Whalley Parish Council Approved Minutes Ref No: Cash Book OCTOBER 2025									
	Chq No.	Date Inv no.	Payee / Payer	Description	NW Curr £	NW Sav	NW QE2 £	Skipton £	Total £	
	DD	01/10/2025	Easy Web	Website/Email Services	(76.19)				(76.19)	
	TRF	09/10/2025	WPC	Transfer from C/A to Sav A/c	(50,000.00)	50,000.00			0.00	
	Bankline	20/10/2025	E Haworth	Salary/Office/Travel	(1,347.06)				(1,347.06)	
	Bankline	20/10/2025	HMRC	Tax£249.80 NIE£41.24 ENIE£171.98	(463.02)				(463.02)	
	Bankline	20/10/2025 2.6E+08	E-On Next	Vale Gardens Electricity	(17.04)				(17.04)	
	Bankline	20/10/2025 908	Abbey Gardening Services Ltd	Vale Gardens (September 2025)	(327.60)				(327.60)	
	Bankline	20/10/2025 907	Abbey Gardening Services Ltd	Parish Churchyard (September 2025)	(418.80)				(418.80)	
	Bankline	20/10/2025 SplD69	Altham PC	SplD 11 Mitton Road LC17	(164.00)				(164.00)	
	Bankline	20/10/2025 JM3188	WEF	Room Hire (18 Sep)	(28.00)				(28.00)	
Bankline	20/10/2025 4485	Lancashire PA Hire Ltd	Remembrance Day PA System	(325.00)				(325.00)		
		Movement in Month		(53,166.71)	50,000.00	0.00	0.00	(3,166.71)		
		Cash Book Balance at START of Month		66,482.89	0.00	1,095.00	83,942.84	151,520.73		
		Cash Book Balance at END of Month		13,316.18	50,000.00	1,095.00	83,942.84	148,354.02		
9.	Precept Budget Meeting									
	It was presented to consider items to be included in the Precept Budget Planning for 2026–27.	2884/25								

	To discuss and identify proposals for inclusion in the draft Precept Budget for the financial year 2026–27, including: Fully costed community projects and improvement initiatives, grants and funding requests from local organisations, ongoing and anticipated operational costs, any other relevant expenditure or income considerations prior to budget preparation. The information should be prepared and submitted to the Clerk by Thursday, 20th November 2025, prior to the preparation of the summons and associated documents for the Budget Precept Setting Meeting, which will be held on Thursday, 27th November 2025.	
10.	Request for a Donation to Support a Christmas in Whalley Event	
	This item will be deferred to the November Parish Council agenda pending receipt of additional information. 10.1 To consider a donation of £300 to support the community event through the funding of the Brass Band. 10.2 To consider the proposed use of Vale Gardens to host the Brass Band and carol singing event, and to agree any requirements and measures relating to risk assessments and the protection of the gardens.	2885/25
12.	Best Kept Village Competition	
	Whalley Parish Council are delighted to share the results of the Best Kept Village Competition 2025. Whalley has been awarded Urban Community Winner 2025, with the Railway Station receiving a Highly Commended recognition in the <i>Industrial and Commercial Premises</i> category, and the Church of St Mary being Highly Commended in the <i>Place of Worship</i> category. A huge congratulations and thanks and appreciation to all those who contributed their time and hard work to this outstanding community achievement. A truly fantastic result!	2886/25
13.	Speeding Awareness /Traffic Matters	
	13.1 Whalley Parish Council continues to monitor speed and prevention measures throughout the village. 13.2 The SPID report data for 11 Mitton Road LC17 9-27 September 2025 was reviewed and is available on the Parish Council website. 13.3 New SpID plate locations are being reviewed with LCC.	2887/25
14.	Planning Permission Whalley Sports Park/QEII Playing Fields and Land	
	14.1 Progress on the pre-planning application for the Sports Park is slow, as additional data and information are required.	2888/25
	14.2 There is no update on the potential development of an all-weather pitch on the QEII land.	2889/25
	14.3 The Parish Council is to be a listed Trustee of the QEII Playing Fields charitable trust.	2890/25
15.	Remembrance Sunday	
	The road closures and hire of PA equipment have been arranged for the Remembrance Services and Parade. Lamppost “Tommys” will be displayed along the High Street.	2891/25

	Cllr Allen has been asked if a bugler was required at the memorial service and the Council has accepted this kind offer. Refreshments will be available at the Methodist Hall following the service.	
16.	Partnership Meetings	
	To receive reports from Borough/County Councillors and partnership meetings Councillors have attended which impact on the Parish e.g., LCC, RVBC, LALC, Parish Liaison, Police Partnership meeting updates. Cllr Vickers attended the RVLALC meeting held at Foxfields. A number of motions are to be taken to the conference in November. There was a Q&A with Alan Neal, a member of the Executive Committee. Cllr Vickers asked the question of the parish and town councils position after devolution of which he believed wouldn't be affected as it would take an act of parliament to make such changes. Cllr Allen and Cllr Ball attended the WEF Open Day celebrating 300 years of the Old Grammar School. The event was well supported with the Heritage Centre proving very successful. Cllr Threlfall attended the Village Hall meeting. They have attended to fire regulations requirements and improvements and village hall general maintenance including rainwater ingress. A Police Partnership meeting has been arranged for 6th November 2025.	2892/25 2893/25 2894/25 2895/25
17.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item. • Neighbourhood Alerts/Stay In The Know • Trading Standards Service - Consumer Alerts - October 2025 • Whalley Queen St RAG Reports • NALC Executive Bulletins and newsletters • CPRE News Bulletins • Lancashire Parish and Town Council Conference Saturday 1 November 2025 – Cllr Vickers to attend. • Community Engagement - News items on Websites/Facebook • The King's Award for Voluntary Service closing date 1/12/2025 • Hedges on Accrington Road – verbal update- WPC checked on land ownership and timeframes of communication with LCC and land owners in order to get the work completed. • Correspondence on tractors travelling along King Street • United Utilities - Notification of Planned Wastewater Treatment Works Refurbishment – Kingsmill Avenue, Clitheroe • CCTV Accrington Road – RVBC to install CCTV on Accrington Road. • Remembrance Sunday – Methodist to provide refreshments after parade and service. Cllr Smith was contacted by Sam Keighley to update him with the outcome of the camera works down the drains on Sydney Avenue and surrounding areas which concluded that the drains were clear at that time.	2896/25

	Cllr Ball reported that the Cottam Trust Alms Houses Quinquennial has been completed and is awaiting the report from the architects. They have appointed two new trustees. Cllr Peter Duckworth and Andrew Duckworth. The AGM is to be called.	2897/25
	Cllr Ball reported that a bough from a tree has come down on the church side. He is to request that the gardeners remove it.	2898/25
18.	Next Meeting Dates	
	The next meeting date is Thursday 20 th November 2025 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	2899/25
	Budget Precept Setting Meeting Thursday 27 th November 2025 to be held at Whalley Old Grammar School at 7pm.	2900/25

The meeting was closed at 8.45pm.

Draft Minutes Subject to Confirmation