

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 October 2026 in the Calder Room, Whalley Old Grammar School at 7.30pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Agenda

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.	Chairman's Welcome	Page Nos
	The Chairman will welcome those present, request that mobile phones be silenced, remind members of the public to speak only during the public participation section, and confirm that the meeting will be conducted in an orderly manner.	
2.	Attendance & Apologies	
	To record attendance and to receive apologies for absence.	
3.	Declarations of Interest	
	Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interests in respect of matters contained in the agenda.	
4.	To Approve the Minutes of the Previous Parish Council Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 17 September 2026.	4-9
5.	To Receive the Minutes of other Committees	
	5.1 To receive the minutes of the Planning Committee of Thursday 17 September 2026.	10-12
	5.2 To receive the minutes of the Churchyard Committee of 15 June 2026.	13-15
	5.3 To receive the minutes of Whalley Wiswell & Barrow Joint Burial Committee of 1 July 2026.	16-19
6.	Adjourn the Meeting for Public Discussion	
	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)	
7.	Monthly Financial Report	
	7.1 To authorise the accounts, payments, receipts and balances for September 2026.	20

	7.2 Since the September report, £3,780.00 was credited into the current account from the RVBC Concurrent Grant on 28/9/2026 , £65.32 credit interest was received into the Reserve Account on 30 /9/2026 and Ark Plastics £1380.00 and Itus Security £828.00 invoices were paid from the current account 7/10/2027.	
8.	Precept Budget Meeting	
	To consider items to be included in the Precept Budget Planning for 2027–28 To discuss and identify proposals for inclusion in the draft Precept Budget for the financial year 2027–28, 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.	
9.	Speeding Awareness /Traffic Matters	
	To receive an update on speed awareness and prevention measures in Whalley.	
10.	Whalley Pickwick Night: traffic management grant and Parish Council support	
	To consider the information provided by Crafty Vintage.	
11.	Remembrance Sunday Parade	
	To receive an update on arrangements for the Remembrance Sunday Parade and to consider any outstanding or additional preparations ahead of the Remembrance Services and Parade.	
12.	QEII Playing Fields	
	12.1 To provide an update on the QEII electricity supply discussions to obtain further advice and quotations. 12.2 To receive an update on the QEII boundary fence matter.	
13.	Commemorative Bench	
	The commemorative bench installed in recognition of George Hardman’s service to Whalley was beyond repair and has now been removed. To consider whether the bench and commemorative plaque should be replaced.	
14.	RVBC - Stage Two Settlement Study	
	To review the Stage Two Settlement Study as provided by Ribble Valley Borough Council.	
15.	LALC Consultation on Future Legal Structure - Response Required from Member Councils	
	To consider the information provided by LALC for consultation	
16.	Partnership Meetings	
	To receive reports from Borough/County Councillors and relevant Partnership Meetings impacting the Parish (e.g. LCC, RVBC, LALC, Parish Liaison, Police Partnership).	

17.	Reports from Cllrs & Clerk as INFORMATION only – No Decision Required	
	17.1 Items Arising and Correspondence Items arising and correspondence received since the previous meeting are included for information only. These matters may, where appropriate, be considered for inclusion as future agenda items. 17.1.1 Neighbourhood Alerts/Stay In The Know/ Office of the Police and Crime Commissioner Updates 17.1.2 Trading Standards Service - Consumer Alerts 17.1.3 Whalley Queen St RAG Reports 17.1.4 NALC/LALC Executive Bulletins and newsletters 17.1.5 Article 4 Direction: Removal of permitted development rights for the change of use from Use Class C3 (dwelling-houses) to C4 (HMOs) Parish Code of Conduct Training shared information 17.1.6 Joint Lancashire Minerals and Waste Local Plan Review - consultation notification 17.1.7 Open Consultation - Bus Services Act 2025: improving information about local services 17.1.8 Reminder... LCC Town and Parish Conference - register by October 18 17.2 Reports by Councillors	
18.	Ongoing/Standing Items	
	To note progress with ongoing matters – not for decision. 18.1 Planning Permission Whalley Sports Park - ongoing 18.2 QEII Playing Fields and Land Encroachment - Unauthorised access points onto the playing field will continue to be monitored. Spoil left from new fence erected by cricket club to be removed and large commercial waste bins to be kept within sports club boundary. 18.3 QEII MUGA - New Electricity Supply 18.4 QEII Boundary fence along A59. 18.5 Register the bus station land with Land Registry 18.6 Carpark on Land South of Accrington Road Whalley - Oakmere Homes (NW) 18.7 RVBC Assets – Consideration of Transfer to the Parish Council - paused 18.8 Wiswell Lane Welcome Sign 18.9 Village Traditional Signpost	
19.	Next Meeting Dates	
	The next meeting date is Thursday 19 November 2026 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room. Budget Precept Setting Meeting Thursday 26 November 2026 to be held at Whalley Old Grammar School at 7pm.	

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Whalley Parish Council

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Thursday 17 September 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.

1.	Chairman's Welcome	
	The Chairman formally opened the meeting and welcomed all present. Cllr Threlfall was appointed Chairman in the absence of Cllr Highton who was Chairing the Parish Liaison Committee meeting and attending later.	2619/26
2.	Attendance & Apologies	
	Present: Cllr Ball, Cllr Duckworth, Cllr Mirfin, Cllr Shaw, Cllr Smith, Cllr Threlfall (Chairman) Cllr Highton arrived at 7.50pm after Chairing the Parish Liaison Committee meeting. Apologies: Cllr Allen, Cllr Vickers. In Attendance: Liz Haworth (Clerk), 4 members of the public including Borough Cllr Hindle.	2620/26
3.	Declarations of Interest	
	There were no declarations of any disclosable pecuniary, other registrable or non-registrable interests in respect of matters contained in the agenda.	2621/26
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 20 August 2026.	2622/26
5.	To Receive the Minutes of other Committees	
	It was resolved to receive the minutes of the Planning Committee Thursday 20 August 2026.	2623/26
6.	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)	2624/26

7.	Monthly Financial Report																																																																																																																																																																											
	7.1 It was resolved to authorise the accounts, payments, receipts and balances for September 2026 also that two further invoices will be added to September Payments being Ark Plastics £1380.00 and Itus Security £828.00. 7.2 Since the August report, £60.28 credit interest was received into the Reserve Account on 28 August 2026. £10,000 was transferred from the Reserve to Current account to cover expenditure. 7.3 NJC 2026/27 Salary Award - Members are asked to note the 3.3% NJC 2026/27 salary award, effective retrospectively from 1 April 2026, and the resulting adjustment to the Clerk's salary in accordance with the terms of the Clerk's contract. <table><tr><th colspan="4">Whalley Parish Council</th><th>Cash Book</th><th>SEPTEMBER</th><th>2026</th><th></th><th></th><th></th></tr><tr><th colspan="4">Approved Minutes Ref No:</th><th></th><th></th><th></th><th></th><th></th><th></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></tr><tr><td>DD</td><td>02/09/2026</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></tr><tr><td>Bankline</td><td>21/09/2026</td><td></td><td>E Haworth</td><td>Salary/Office/Travel</td><td>(1,561.47)</td><td></td><td></td><td></td><td>(1,561.47)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td></td><td>HIMRC</td><td>Tax£320.60 NIE£68.26 ENIE£222.63</td><td>(611.49)</td><td></td><td></td><td></td><td>(611.49)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td>3.2E+08</td><td>E-On Next</td><td>Vale Gardens Electricity</td><td>(14.00)</td><td></td><td></td><td></td><td>(14.00)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td>1216</td><td>Abbey Gardening Services Ltd</td><td>Vale Gardens (August 2026)</td><td>(327.60)</td><td></td><td></td><td></td><td>(327.60)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td>1217</td><td>Abbey Gardening Services Ltd</td><td>Parish Churchyard (August 2026)</td><td>(418.80)</td><td></td><td></td><td></td><td>(418.80)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td>68</td><td>Altham Parish Council</td><td>11 Mitton Rd SpID LC17</td><td>(164.00)</td><td></td><td></td><td></td><td>(164.00)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td>29625</td><td>E Haworth</td><td>Re-Imbursement - Defib Battery</td><td>(252.00)</td><td></td><td></td><td></td><td>(252.00)</td></tr><tr><td>Bankline</td><td>21/09/2026</td><td>SB202607</td><td>PKF Littlejohn LLP</td><td>Limited Assurance Review AGAR 31/3/2026</td><td>(504.00)</td><td></td><td></td><td></td><td>(504.00)</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td>Movement in Month</td><td>(3,952.19)</td><td>0.00</td><td>0.00</td><td>0.00</td><td>(3,952.19)</td></tr><tr><td></td><td></td><td></td><td></td><td>Cash Book Balance at START of Month</td><td>5,561.01</td><td>84,998.93</td><td>1,095.00</td><td>85,793.03</td><td>177,447.97</td></tr><tr><td></td><td></td><td></td><td></td><td>Cash Book Balance at END of Month</td><td>1,608.82</td><td>84,998.93</td><td>1,095.00</td><td>85,793.03</td><td>173,495.78</td></tr></table>	Whalley Parish Council				Cash Book	SEPTEMBER	2026				Approved Minutes Ref No:										Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW Bus Res £	NW QE2 £	Skipton £	Total £	DD	02/09/2026		Easy Web	Website/Email Services	(78.83)				(78.83)	Bankline	21/09/2026		E Haworth	Salary/Office/Travel	(1,561.47)				(1,561.47)	Bankline	21/09/2026		HIMRC	Tax£320.60 NIE£68.26 ENIE£222.63	(611.49)				(611.49)	Bankline	21/09/2026	3.2E+08	E-On Next	Vale Gardens Electricity	(14.00)				(14.00)	Bankline	21/09/2026	1216	Abbey Gardening Services Ltd	Vale Gardens (August 2026)	(327.60)				(327.60)	Bankline	21/09/2026	1217	Abbey Gardening Services Ltd	Parish Churchyard (August 2026)	(418.80)				(418.80)	Bankline	21/09/2026	68	Altham Parish Council	11 Mitton Rd SpID LC17	(164.00)				(164.00)	Bankline	21/09/2026	29625	E Haworth	Re-Imbursement - Defib Battery	(252.00)				(252.00)	Bankline	21/09/2026	SB202607	PKF Littlejohn LLP	Limited Assurance Review AGAR 31/3/2026	(504.00)				(504.00)																									Movement in Month	(3,952.19)	0.00	0.00	0.00	(3,952.19)					Cash Book Balance at START of Month	5,561.01	84,998.93	1,095.00	85,793.03	177,447.97					Cash Book Balance at END of Month	1,608.82	84,998.93	1,095.00	85,793.03	173,495.78	2625/26 2626/26 2627/26
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8.	Annual Governance & Accountability Return (AGAR) for Whalley Parish Council External Auditor Report & Completion Notice year ended 31 March 2026																																																																																																																																																																											
	Members received the External Auditor Report & Certificate (Section 3 of the AGAR Form 3). Members are asked to note that the Notice of Conclusion of Audit, together with the certified AGAR (Sections 1, 2 & 3), has been published on the Council's website and will remain accessible for public inspection for a period of not less than five years from the date of publication.	2628/26																																																																																																																																																																										
9.	Grant Applications 2026-27																																																																																																																																																																											
	It was resolved to approve the requests for grant funding listed below, under the appropriate powers of the Local Government Act 1972, within the 2026/27 financial year budget.	2629/26																																																																																																																																																																										

Summary of Grant Applications 2026-27					
Organisation	Purpose	No of People to benefit from Parish	£ Project Amount	£ Amount Requested	Decision
Whalley Juniors Football club	Replacement of damaged football goals with new FA-compliant equipment. Request is for two sets of FA-compliant, freestanding wheeled football goals	Appx 100	£6000	£5000	£3000 Funding approved
Whalley In Bloom	Purchase of annual and perennial plants and compost etc for both spring/summer and autumn/winter planting as well as new and replacement of gardening equipment and planters as required. (Grant Application)	All residents throughout the village	£5000	£1000	£1000 Funding approved
Strength in Struggles (SIS)	To create a decked outdoor area to a shared community wellbeing garden.	200	£6250	£1000	Application does not currently meet funding criteria
Totals				£7000	£4000
10.	Christmas Lighting				
	10.1 Members considered the quotation, totalling £1,978.00, for the purchase and installation of new LED lighting in the natural tree in Vale Gardens and resolved to defer the decision and expenditure at this time. 10.2 Members resolved to approve the electrical upgrade required for the installation of a new column display, including the replacement of an unusable column and provision for the additional motif now available, at a cost of £295.00 + VAT for the electrical works and £110.00 + VAT for installation and removal - total cost of £405.00 + VAT.				
					2630/26 2631/26
11.	Christmas in Whalley - A Community Celebrates Festival				
	Members are pleased to support the Christmas event and resolved to make a contribution of £200 towards the cost of the brass band.				
					2632/26
12.	QEII Playing Fields				
	12.1 The council are awaiting further advice and quotations on the supply of the QEII electricity supply. 12.2 The council are awaiting further advice on the QEII boundary fence matter.				
					2633/26 2634/26
13.	Speeding Awareness /Traffic Matters				
	13.1 The Council discussed various highways and traffic matters around the village that were discussed with a LCC representative. Further information is to be provided by the council to take discussions further. 13.2 Members reviewed the SpID report from 11 Mitton Road Whalley LC17 14 July-31 July 2026. Cllr Threlfall provided the summary below of the data.				
					2635/26 2636/26

	<table><tr><th colspan="2">2025-2026 Speed Surveys</th></tr><tr><td>Location:</td><td>LC17 11 Mitton Road</td></tr><tr><td>From</td><td>To</td></tr><tr><td>14th July 2026 (9th September 2025)</td><td>31st July 2026 (22nd September 2025)</td></tr><tr><td>No. of Vehicles</td><td>62493 (47566)</td></tr><tr><td>Ave Daily Vehicles</td><td>4807 (3397)</td></tr><tr><td>Max Speed</td><td>50 (45)</td></tr><tr><td>85th Percentile Speed</td><td>28.8 (28.6)</td></tr><tr><td>Vehicles at or below 85th percentile speed</td><td>53119 (40427)</td></tr><tr><td>Vehicles exceeding 85th percentile speed</td><td>9374 (7139)</td></tr><tr><td>50th Percentile Speed</td><td>24.0 (23.6)</td></tr><tr><td>Average Speed</td><td>23.89 (23.65)</td></tr><tr><td>Vehicles over speed limit</td><td>4142 (1892)</td></tr></table> Comments: Compared to the 2025 survey, there was a 31% increase in traffic. 5 vehicles were recorded at 50mph (highest speed) Thursdays had the highest number of vehicles exceeding the 30mph limit	2025-2026 Speed Surveys		Location:	LC17 11 Mitton Road	From	To	14th July 2026 (9th September 2025)	31st July 2026 (22nd September 2025)	No. of Vehicles	62493 (47566)	Ave Daily Vehicles	4807 (3397)	Max Speed	50 (45)	85th Percentile Speed	28.8 (28.6)	Vehicles at or below 85th percentile speed	53119 (40427)	Vehicles exceeding 85th percentile speed	9374 (7139)	50th Percentile Speed	24.0 (23.6)	Average Speed	23.89 (23.65)	Vehicles over speed limit	4142 (1892)	
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14.	Partnership Meetings																											
	To receive reports from Borough/County Councillors and relevant Partnership Meetings impacting the Parish (e.g. LCC, RVBC, LALC, Parish Liaison, Police Partnership). Cllr Smith and Cllr Threlfall met with Jason Lancaster, Highway Development Control Lead, Highways Network Management, Highways and Transport, Lancashire County Council, to discuss the Parish Council’s objections to the Accrington Road, Whalley, Prohibition of Waiting – 104760 consultation. Lancashire County Council requested that the Parish Council provide further information to assist in understanding the issues and concerns surrounding the proposal. Cllr Smith and Cllr Threlfall will collate the relevant information and present it to the full Council for consideration at the October meeting before taken to LCC. Cllr Highton chaired the Parish Liaison Committee meeting this evening which covered topics including the introduction of the Community Liaison Officer from HARP, Mr Paul Williamson, RVBC asset management plan update is to pause transfers whilst it reviews the position, Local Government Reorganisation Update, Capital Project updates such as Clitheroe Castle and Ribblesdale Pool, and communication methods with LCC. Borough Cllr Hindle updated Members on recent capital projects in Whalley, including Whalley in Bloom and the Old Grammar School. He also referred to the forthcoming elections in May 2027 and suggested that information regarding the elections could be publicised to raise public awareness.	2637/26 2638/26 2639/26																										

	Litter bins continue to be an issue around the village – Co-op Car Park – responsibility of the Co-op, Procters Field, Hayhurst Street.	2645/26
	A member of the public contacted the Council regarding the overflowing litter bin adjacent to the seating area on Hayhurst Street. Ribble Valley Borough Council confirmed that the bin had not been emptied as scheduled. It was noted, however, that litter and dog-waste bags were continuing to be placed on top of and around the full bin. Members agreed that this was unacceptable and should be addressed and monitored.	2646/26
	Cllr Highton reported that all Council-owned benches have now been numbered to assist with the administration and maintenance of the asset register. The CCTV camera on The Sands has been updated.	2647/26
	Members Notification of Disclosable Pecuniary Interests forms were distributed for updating.	2648/26
16.	Ongoing/Standing Items	
	To note progress with ongoing matters – not for decision. 2649/26 16.1 Planning Permission Whalley Sports Park - ongoing 16.2 QEII Playing Fields and Land Encroachment - Unauthorised access points onto the playing field will continue to be monitored. Spoil left from new fence erected by cricket club to be removed and large commercial waste bins to be kept within sports club boundary. 16.3 QEII MUGA - New Electricity Supply 16.4 QEII Boundary fence along A59 16.5 Register the bus station land with Land Registry 16.6 Carpark on Land South of Accrington Road Whalley - Oakmere Homes (NW) 16.7 RVBC Assets – Consideration of Transfer to the Parish Council - paused 16.8 Wiswell Lane Welcome Sign 16.9 Village Traditional Signpost	
17.	Next Meeting Date	
	The next meeting date is Thursday 15 October 2026 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	2650/26

Meeting Closed at 9:15pm.

Draft Minutes Subject to Confirmation

Local Government Act 1972
Whalley Parish Council
Planning Committee Meeting

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on
Thursday 17 September 2026 in the Calder Room, Whalley Old Grammar School at 7.00pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Minutes

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The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days before the meeting.

1.	Chairman's Welcome	
	The Chairman formally opened the meeting and welcomed all present.	325/26
2.	Attendance & Apologies	
	Present: Cllr Ball, Cllr Duckworth, Cllr Mirfin, Cllr Shaw, Cllr Smith, Cllr Threlfall (Chairman) Apologies: Cllr Allen, Cllr Highton, Cllr Vickers. In Attendance: Liz Haworth (Clerk), 7 members of the public.	326/26
3.	Declaration of Interests	
	There were no declarations of any disclosable pecuniary, other registrable or non-registrable interests in respect of matters contained in the agenda.	327/26
4.	To Approve the Minutes of the Previous Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held on Thursday 20 August 2026.	328/26
5.	To review and consider the Planning applications received since August 2026 meeting.	
	Planning Applications received for consideration below.	329/26
	Public Participation at the discretion of the Chairman (5 mins per person)	
	Members of the public raised concerns regarding the amended planning application for land east of Clitheroe Road, Whalley, submitted by Pringle Homes Ltd.	330/26
	Although the proposed number of dwellings has been reduced, it was considered that the development would continue to have a significant impact on the village in many of the same respects.	
	The concerns raised included development outside the settlement boundary; the cumulative impact of development in and around Whalley; the actual need for additional housing, particularly in light of the significant number of completed properties on other housing	

	developments that remain unsold; the urbanisation of Whalley's surrounding countryside; drainage and flood risk; biodiversity and the loss of wildlife habitat; highways and traffic impacts; and the capacity of local infrastructure and services. It was also noted that not all neighbouring properties appeared to have received notification of the amended application.	
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Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2026/0635 Received : 20/08/2026 Registered : 04/09/2026	Land east of Clitheroe Road Whalley Applications for full consent Proposed erection of 39 no. dwellings with associated access, gardens, parking and landscaping areas.	Kathryn Hughes	https://webportal.ribblevalley.gov.uk/planningApplication/38718 Emailed for WPC consultation. Members resolved to object to the application on many of the same issues as Planning App 3/2025/0588 and will write to RVBC Planning Authority.
3/2026/0585 Received : 31/07/2026 Registered : 10/09/2026	Land off Clitheroe Road Whalley (Lawsonsteads phase 2) BB7 9RG Non-Material amendment Non-material amendment to planning permission 3/2021/0760 involving amendments to driveway width, handing of plot 124, boundary amendments, amendment to garden retaining walls, amendment to chimney locations and roof height amendment to House Type K.	Lucy Walker	https://webportal.ribblevalley.gov.uk/planningApplication/38669 Noted.

7.	Reports/Updates/Other	
	Items arisen re planning, correspondence received since the last meeting that may result in future agenda item. 7.1 New Applications – No details were available at the time of preparing the agenda. 3/2026/0662 Observations to Another Local Authority Land off the A59 (near Whalley WWTW) New https://webportal.ribblevalley.gov.uk/planningApplication/38745 3/2026/0674 Applications for full consent = Creation of a public highway turning head (linked to 3/2021/0760) New https://webportal.ribblevalley.gov.uk/planningApplication/38757 3/2026/0677 10 Chew Mill Way Whalley BB7 9YL Certificate of Lawfulness – Proposed -Certificate of Lawfulness for proposed conversion of garage to a kitchen/dining room. https://webportal.ribblevalley.gov.uk/planningApplication/38760	331/26

	7.2 Correspondence 7.2.1 RVBC correspondence - Article 4 Direction - to help manage the distribution and quality of Houses in Multiple Occupation (HMOs), across the borough. 7.2.2 LCC correspondence - D3/2026/0521 - Land to the North of Accrington Road, Whalley	332/26
8.	Next Meeting Date	
	The next meeting date is Thursday 15 October 2026 to be held at Whalley Old Grammar School at 7pm in The Calder Room.	333/26

Meeting closed at 7.30pm

Draft Minutes Subject to Confirmation

Local Government Act 1972
Churchyard Committee
Committee of Whalley Parish Council

Members of the Churchyard Committee, you are summoned to a Meeting to be held on
Monday 15 June 2026 in the Parish Church of Saint Mary and All Saints at 2.00pm

Signed: *EKHaworth*

Liz Haworth – Parish Clerk & Responsible Finance Officer

Minutes

Agenda items should be submitted to the Clerk seven clear days before the meeting.
The Clerk will forward members of the committee, all relevant information and supporting documents, 3 clear days before the meeting.

1.	To Elect a Chairman	
	The Committee unanimously resolved to nominate Cllr Cliff Ball for election as Chairman of the Committee for 2026–27.	144/26
2.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Ball (Chairman), Rev Carmyllie, Judith Davies (Church Warden), Cllr Highton. In Attendance: Liz Haworth (Clerk)	145/26
3.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	146/26
4.	To Approve the Minutes of the Previous Churchyard Committee Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held MOnday 16 March 2026.	147/26
5.	Churchyard Budget & Expenditure	
	The Committee reviewed the budget and expenditure allocated for the maintenance of the closed churchyard.	148/26

Churchyard Budget/Expenditure & Forecast 2026-27										
	Maint & Grounds Contract	PaymentsT ree Report	Treeworks	Memorials	Churchyard Wall	Total	Running Total YTD	Predicted % of Budget Spent	Actual 2024/25	Actual 2025/26
	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27	2026-27		
Date	£	£	£	£	£	£	£	%		
April	349					349	349	2.33%	291	349
May	349				6000	6349	6698	44.65%	291	
June	349		2750		480	3579	10277	68.51%	407	698
July	349					349	10626	70.84%	349	
August	349					349	10975	73.17%	349	698
Sept	349					349	11324	75.49%	349	1,062
Oct	349					349	11673	77.82%	599	349
Nov	349					349	12022	80.15%	349	349
Dec	349					349	12371	82.47%	729	349
Jan	349					349	12720	84.80%	349	1,999
Feb	349					349	13069	87.13%	349	349
March	349					349	13418	89.45%	3449	349
Totals	4188	0	2750	0	6480	13418			7860	6,551
% of Budget Spent	100	0	92	0	100	89			52	44
Budget	4188	900	3000	412	6500	15000			9400	9,400
Variance	1582**						1540*		2849*	
*Projected June Costs										
Residue 2024/25 £1,540										
Residue 2025/26 £2,849										
Projected residue 2026/27 £1,582										
Subtotal £5,971										
Parish Council funds earmarked for churchyard path										
Jun-24 £7,820										
Total Funds available £13,791										
The residue from 2024/25 (£1,540), 2025/26 (£2,849), and the projected residue for 2026/27 (£1,582) amounts to £5,971. Together with the £7,820 earmarked by the Parish Council in June 2024 for the churchyard path, the total funds projected to be available are £13,791.										

6.	Churchyard Maintenance	
	6.1 The work to repair the churchyard wall damaged by the multi-stemmed tree has been completed.	149/26
	6.2 It was resolved to accept the quotation of £480 for repairing a crack in the churchyard wall near the path leading to the allotments.	150/26
	6.3 It was resolved that the ivy be severed from the churchyard wall at the earliest opportunity and removed in its entirety by the contractor over the winter months.	151/26
	6.4 The clearance of the area in front of the Bier House was considered. It was noted that some of the stone could be reused, whilst the remaining debris should be removed.	152/26
7.	Churchyard Memorial Inspection	
	A memorial inspection has been undertaken, and 13 memorials have been identified as requiring work. None of the memorials are considered dangerous or in need of immediate action. The Committee is awaiting quotations for the works to determine further action.	153/26
8.	Churchyard Tree Works Update	
	8.1 The Committee is still awaiting the approved works to be carried out in relation to the Tree Inspection Report.	154/26
	8.2 It was noted that two of the three oak saplings have not taken, and this will need to be reviewed with the contractor.	155/26

9.	Pathway	
	The Committee reviewed the quotation received for the upgrade of the churchyard path. The committee is awaiting further quotations in line with policy before a decision can be made.	156/26
10.	Reports from Members and Clerk for information only – not for debate	
	Items arisen, since the last meeting for information only, that may result in future agenda item.	
	10.1 Communication via RVBC/DH Bough regarding the rear of The Dog Inn. It has been agreed that the bough overhanging the rear of The Dog Inn be removed in conjunction with the other approved tree works in the Churchyard.	157/26
	10.2 The committee have requested that the root ball of the Laburnum that fell over a couple of years ago be removed from the churchyard. Clerk to ask the Contractor to remove it as part of the approved tree works.	158/26
	10.3 The Churchyard Committee is aware of trips on the uneven surface of the York stone flagstones within the Churchyard and will continue to monitor the situation.	159/26
	10.4 The Clerk is to contact the contractor to consider works to the former lantern fixing slots in the flagging around the churchyard.	160/26
11.	Next Meeting Date	
	The next meeting is to be held Monday 14 September 2026 at 2pm in the Parish Church of Saint Mary and All Saints.	161/26

Meeting Closed at 2.45pm

Cllr Clifford Ball Date:.....
Chairman

Local Government Act 1972

Whalley Parish Council

Whalley, Wiswell & Barrow Joint Burial Committee

Members of the Whalley, Wiswell & Barrow Joint Burial Committee, you are summoned to a Meeting to be held on Wednesday 1st July 2026, Whalley Old Grammar School at 7.00pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer, Whalley Parish Council

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.	To Elect a Chairman	
	The Committee unanimously resolved to nominate Cllr Martin Highton for election as Chairman of the Committee for the municipal year 2026–27.	221/26
2.	Chairman's Welcome	
	The Chairman welcomed those present.	222/26
3.	Attendance & Apologies	
	Present: Cllr Heyworth, Cllr Highton (Chairman), Cllr Scholfield, Cllr Vickers. Apologies: Cllr Allen, Cllr Ashforth, Cllr Threlfall. In Attendance: Liz Haworth (Clerk)	223/26
4.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	224/26
5.	To Approve the Minutes of the Previous WWBJBC Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Wednesday 8 April 2026.	225/26
6.	Financial Reports April, May & June 2026.	
	It was resolved to Approve Accounts, Payments, Receipts & Balances.	226/26

WWB Joint Burial Committee				Cash Book	APRIL	2026	
Chq/Cr No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
D/D	01/04/2026		Easy Web	Website/Email Services	(46.20)		(46.20)
BACS	07/04/2026	256	Thos Rock	Coupe 100	130.00		130.00
BAC	15/04/2026	257	Dignity Funerals/Langshaws	Marsh	2,195.00		2,195.00
Bankline	20/04/2026		E Haworth	Salary/Office/Travel	(557.05)		(557.05)
Bankline	20/04/2026		HMRC	Tax£152 NIE60.80 ENIE114	(326.80)		(326.80)
Bankline	20/04/2026		E Haworth	Reimbursement Stationery	(6.99)		(6.99)
Bankline	20/04/2026	1055	Abbey Gardening Services Ltd	Grounds Maintenance (2026)	(552.00)		(552.00)
BACS	21/04/2026	258	Blackburn Funeral Services	Wyre P9	390.00		390.00
BACS	23/04/2026	259	K Bell	Grant Trf	75.00		75.00
BACS	24/04/2026	260	K Bell		50.00		50.00
INT	30/04/2026		Reserve Account	Credit Interest		19.92	19.92
Movement in Month					1,350.96	19.92	1,370.88
Cash Book Balance at START of Month					8,127.43	28,519.19	36,646.62
Cash Book Balance at END of Month					9,478.39	28,539.11	38,017.50
WWB Joint Burial Committee				Cash Book	MAY	2026	
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
D/D	01/05/2026		Easyweb	Website Services	(46.20)		(46.20)
BAC	06/05/2026	261	Ken Fraser	Haworth 825RC	50.00		50.00
BAC	12/05/2026	262	J Fielding	Fielding	680.00		680.00
BAC	14/05/2026	263	Thos Rock	Fielding W77	150.00		150.00
Bankline	22/05/2026		E Haworth	Salary/Office/Travel	(575.92)		(575.92)
Bankline	22/05/2026		E Haworth	Reimbursement-stamps	(21.84)		(21.84)
Bankline	22/05/2026		HMRC	Tax£158.60 NIE63.44 ENIE118.95	(340.99)		(340.99)
Bankline	22/05/2026	sdebtA3320	RVBC	Controlled Waste Collection	(328.40)		(328.40)
Bankline	22/05/2026	JM3484	WEF	Room Hire	(19.00)		(19.00)
Bankline	22/05/2026		David Swift	Internal Audit Services 2025-26	(150.00)		(150.00)
BAC	22/05/2026	264	Dignity/Langshaws	Whipp CE0017	880.00		880.00
BAC	29/05/2026	265	Memories Memorials	Brown 648	150.00		150.00
INT	29/05/2026		Reserve Account	Credit Interest		19.27	19.27
Movement in Month					427.65	19.27	446.92
Cash Book Balance at START of Month					9,478.39	28,539.11	38,017.50
Cash Book Balance at END of Month					9,906.04	28,558.38	38,464.42
WWB Joint Burial Committee				Cash Book	JUNE	2026	
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £
DD	01/06/2026		Easyweb	Website Services	(46.20)		(46.20)
BAC	09/06/2026	266	Dignity/Langshaws	Carter 844	2,345.00		2,345.00
BAC	11/06/2026	268	Havencare	Winterbottom 256	465.00		465.00
BAC	15/06/2026	269	Havencare	Todd 97	50.00		50.00
BAC	17/06/2026	267	Memories Memorials	Simpson 843	150.00		150.00
Bankline	22/06/2026		Lynne Dawson	Return of Unsolicited Credits	(210.00)		(210.00)
Bankline	22/06/2026		E Haworth	Salary/Office/Travel	(569.07)		(569.07)
Bankline	22/06/2026		HMRC	Tax£155.20 NIE62.11 ENIE116.47	(333.78)		(333.78)
Bankline	22/06/2026	4409/2021	ICCM	Membership	(110.00)		(110.00)
Bankline	22/06/2026	636	David Uttley	Grave Digging Services	(2,800.00)		(2,800.00)
Bankline	22/06/2026	1114	Abbey Gardening Services Ltd	Grounds Maintenance (April 2026)	(552.00)		(552.00)
Bankline	22/06/2026	1116	Abbey Gardening Services Ltd	Grounds Maintenance (2026)	(552.00)		(552.00)
Movement in Month					(2,163.05)	0.00	(2,163.05)
Cash Book Balance at START of Month					9,906.04	28,558.38	38,464.42
Cash Book Balance at END of Month					7,742.99	28,558.38	36,301.37

7.	Adjourn the Meeting for Public Discussion	
	No members of the public were present.	227/26
8.	Cemetery Inspection Review and Maintenance Visit	
	8.1 The Committee undertook a Cemetery Inspection Review and Maintenance Visit on 24 June 2026. The burial ground and graves were generally in good order. As part of these inspections, the Cemetery Committee removed dead flowers and plants, broken items, and any decorations or objects that are not permitted under the Cemetery Policy. Any non-permitted items removed were carefully placed inside the cemetery shed or entrance fence for collection. Removed items will be retained for 30 days. After this period, any uncollected items will be respectfully disposed of. Lanterns, solar lights or battery lighting are not permitted in the cemetery and will be removed. 8.2 The next Cemetery Inspection Review and Maintenance Visit will take place on 30 September 2026 at 1pm. 8.3 A designated compost area is to be established for grass cuttings- clerk to contact groundsman contractor.	228/26 229/26 230/26
9.	Cemetery Grounds Ongoing/Standing Items	
	To receive updates on general cemetery grounds maintenance, including: 9.1 The contractor is to be chased to complete the raised bed area at the front of the cemetery by applying topsoil and carrying out the agreed planting. 9.2 Removal of the moss and renewing the stoned area near the turning circle down to the Quartile Hedge Garden (Remembrance Garden) – this is to be completed once the front bed is completed. 9.3 Path edgings to the woodland- these works are now completed. 9.4 Pedestrian gate refurb – approved – awaiting for works to be carried out. 9.5 Double gate latch bracket, larger bolts and fixings for new gates – enquiry made with local blacksmith. 9.6 Review of settled graves to be topped and reseeded – graves to be levelled and topped off with soil and grass. To be coordinated between the grave and groundsman. 9.7 Tree Report and treeworks update- these works have now been completed. 9.8 Memorial Safety- some graves have been reinstalled, graves that have no contact details will be reinstated by the cemetery and a charge put against the plot.	231/26 232/26 233/26 234/26 235/26 236/26 237/25 238/25
10.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	Items arisen, correspondence received since the last meeting for information only, works in progress, that may result in a future agenda item. 10.1 Ribble Valley Borough Council's enforcement of dog fouling and control issues. It has been proposed and agreed by RVBC that Whalley Wiswell & Barrow Cemetery can be added to the PSPO which presently requires dogs to be on leads at all times in Clitheroe Cemetery, and that the order applies to all land at Whalley Wiswell & Barrow Cemetery, Clitheroe Road, Whalley, Lancashire BB7 9AD. This would increase the dog wardens powers when there is evidence of a breach of the PSPO. This proposed amendment is subject to approval by the Council's Health and Housing Committee after completion of the consultation.	239/25

11.	Next Meeting Date	
	The next meeting date is to be held on Wednesday 7th October 2026 at 7.00pm at Whalley Old Grammar School.	240/25

Meeting Closed at 7:35pm.

Signed by:

Councillor Martin Highton.

Date:

Chairman of Whalley, Wiswell & Barrow Joint Burial Committee.

Whalley Parish Council			Cash Book	OCTOBER	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	01/10/2026		Easy Web	Website/Email Services	(78.83)				(78.83)	(13.14)	(65.69)
Bankline	09/10/2026	1412	Ark Plastics	Bespoke Bench Vale Gardens	(1,380.00)				(1,380.00)	(230.00)	(1,150.00)
Bankline	09/10/2026	6490	Itus	CCTV Upgrade - The Sands	(828.00)				(828.00)	(138.00)	(690.00)
Bankline	19/10/2026		E Haworth	Salary/Office/Travel	(1,400.92)				(1,400.92)		(1,400.92)
Bankline	19/10/2026		HMRC	Tax£270.40 NI£48.19 ENI£226.30	(544.89)				(544.89)		(544.89)
			E Haworth - Reimbursement	Murphys Army Purple Poppy	(27.50)				(27.50)		(27.50)
			E Haworth - Reimbursement	Stationery	(17.99)				(17.99)	(3.00)	(14.99)
Bankline	19/10/2026		E-On Next	Vale Gardens Electricity	(13.46)				(13.46)	(0.56)	(12.90)
Bankline	19/10/2026	1240	Abbey Gardening Services Ltd	Vale Gardens (Sept 2026)	(327.60)				(327.60)	(54.60)	(273.00)
Bankline	19/10/2026	1239	Abbey Gardening Services Ltd	Parish Churchyard (Sept 2026)	(418.80)				(418.80)	(69.80)	(349.00)
Bankline	19/10/2026	53	WEF	Room Hire (August 2026)	(28.00)				(28.00)		(28.00)
Bankline	19/10/2026	83	WEF	Room Hire (September 2026)	(28.00)				(28.00)		(28.00)
Bankline	19/10/2026		Ribble Valley Stonemasonry Ltd	Churchyard flag indents & War Memorial Steps	(1,650.00)				(1,650.00)		(1,650.00)
Bankline	19/10/2026		Royal British Legion	2 x wreaths The Poppy Appeal	(100.00)				(100.00)		(100.00)
			Movement in Month		(6,843.99)	0.00	0.00	0.00	(6,843.99)	(509.10)	(6,334.89)
			Cash Book Balance at START of Month		5,388.82	85,064.25	1,095.00	85,793.03	177,341.10		
			Cash Book Balance at END of Month		(1,455.17)	85,064.25	1,095.00	85,793.03	170,497.11		
Bank Reconciliation					NW Curr	NW Bus Res	NW QE2	Skipton	Overall		
					£	£	£	£	£		
			<i>Bank Statement Balance at START of month</i>		5,388.82	85,064.25	1,095.00	85,793.03	177,341.10		
									0.00		
									0.00		
			Cash Book Balance at START of month		5,388.82	85,064.25	1,095.00	85,793.03	177,341.10		