

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 18th September 2025 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.	Attendance & Apologies	
	To record attendance and to receive apologies for absence.	
2.	Declarations of Interest	
	Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.	
3.	To Approve the Minutes of the Previous Parish Council Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 21 st August 2025.	
4.	To Receive the Minutes of other Committees	
	To receive the minutes of the Planning Committee Thursday 21 st August 2025.	
5.	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)	
6.	Monthly Financial Report	
	To Authorise Accounts, Payments, Receipts & Balances for September 2025.	
7.	Annual Governance & Accountability Return (AGAR) for Whalley Parish Council External Auditor Report & Completion Notice year ended 31 March 2025	
	To receive the External Auditor Report & Certificate (Section 3 of the AGAR Form 3). To publish the Notice of Conclusion of Audit along with the certified AGAR (Sections 1,2 & 3) on the website before 30 September 2025 and ensure that these remain accessible for public access, of not less than 5 years from the date of publication.	

8.	Best Kept Village Competition	
	To receive any updates or requirements for the BKV Competition.	
9.	Speeding Awareness /Traffic Matters	
	<p>9.1 To receive an update on speed awareness and prevention measures in Whalley.</p> <p>9.2 To receive the SPID report data for 15 Accrington Road, LC87, 7-21 August 2025.</p> <p>9.3 To receive any updates on new SpID plate locations from LCC.</p>	
10.	Planning Permission Whalley Sports Park/QEII Playing Fields and Land	
	<p>9.1 To receive an update on the progress of the pre-planning application for the Sports Park.</p> <p>9.2 To provide an update on the potential development of an all-weather pitch on the QEII land.</p> <p>9.3 To receive an update on the Parish Council taking over as sole Trustee of the QEII Playing Fields charitable trust.</p>	
11.	Consultation - Revised Statement of Licensing Policy 2026-2031	
	<p>To consider any comments or responses to the Statement of Licensing Policy review.</p> <p>Ribble Valley Borough Council's Licensing Committee decided that prior to the review of the revised Statement of Licensing Policy being adopted, it should be subject to a six-week consultation period, during which consultees and members of the public may submit any comments.</p> <p>A copy of the Licensing Policy Statement is available to view on the link below.</p> <p>https://www.ribblevalley.gov.uk/downloads/file/4674/rvbc-statement-of-licensing-policy-2026-2031-consultation-version</p> <p>The deadline for responses is Wednesday 15 October 2025.</p>	
12.	Local Government Reorganisation (LGR) in Lancashire and Devolution – Stakeholder Engagement	
	<p>To review and respond to the consultation to the population of Lancashire being launched to ask for residents' views on Local Government Re-organisation and Stakeholder consultation aimed at stakeholder sectors, such as the Borough, Town & Parish Council sector and have your say via the survey links.</p> <p>https://www.givemyview.com/lancashirestakeholderlgr</p>	
13.	Whalley Parish Council Casual Vacancy	
	<p>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.</p> <p>WPC intends to fill the vacancy and encourages residents who care about their community to consider applying. Being a councillor is a chance to make a positive difference and help shape the future of our parish. Applications are available from the website or via contact with the clerk.</p>	

14.	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.	
15.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	<p>Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item.</p> <ul style="list-style-type: none"> • Neighbourhood Alerts/Stay In The Know/Crime Figures July • Whalley Queen St RAG Reports • NALC Executive Bulletins and newsletters • CPRE News Bulletins • Lancashire Parish and Town Council Conference Saturday 1 November 2025 • Community Engagement - News items on Websites/Facebook • RIBBLE VALLEY BOROUGH COUNCIL NEWS RELEASE AND PIC: HAVE YOUR SAY ON FUTURE OF LOCAL GOVERNMENT IN LANCASHIRE • The King's Award for Voluntary Service closing date 1/12/2025 • Station Road Railway Bridge Sign – verbal update • Hedges on Accrington Road – verbal update • Hedges on Station Road – verbal update • Procter's Field – Wildflower Area – verbal update 	
16.	Next Meeting Date	
	To approve the next meeting date of Thursday 16 th October 2025 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	

AGENDA ITEM 3 (4 PAGES)



**WHALLEY
PARISH COUNCIL**

"Together we aspire, together we achieve"

Whalley Parish Clerk
27 Waddow Grove
Waddington, Clitheroe
BB7 3JL

M:07966 388843

E:clerk@whalleyparishcouncil.org.uk

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 21st August 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 Mirfin, Cllr Smith, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Cllr Highton, Borough Cllr Hindle. In Attendance: Liz Haworth (Clerk), 7 members of public.	2722/25
2.	Declarations of Interest	
	Cllr Mirfin declared that they are also a Lancashire County Councillor and Cabinet Member for Resources, HR and Property. No other councillors declared any personal or prejudicial interests in relation to the business of the meeting.	2723/25
3.	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 17 th July 2025.	2724/25
4.	To Receive the Minutes of other Committees	
	It was resolved to receive the minutes of the Planning Committee Thursday 17 th July 2025.	2725/25
5.	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) It was reported that the railway station is all in working order. There are still no trains running on a Sunday. The bags of rubbish have been removed as requested with network Rail. The Yorkshire Dales Explorer rail service is still well supported and a three car unit is to be considered. WIB are tending to the platform and garden plants and all looks well.	2726/25

10.	Remembrance Sunday 9th November 2025	
	<p>10.1 It was resolved to agree road closure plans at a cost of circa £1100. The road closure application is to include King Street, Clitheroe Road and Station Road for the short duration of the Memorial Service at the War Memorial.</p> <p>It was resolved to hire the sound equipment as last year at a cost of £325 for the forthcoming Remembrance Sunday Parade and Memorial Service held at the War Memorial on 9th November 2025.</p> <p>10.2 It was agreed to purchase two wreaths, one for laying at the War Memorial in Whalley and Calderstones Cemetery with a donation to RBL of £100.</p> <p>10.3 It was resolved to support a purple poppy wreath in recognition of animals in war at a cost of £27.50.</p> <p>10.4 It was resolved to order a further 50 lamppost Tommy's and red tie fixings at a cost of circa £250.</p>	<p>2739/25</p> <p>2740/25</p> <p>2741/25</p> <p>2742/25</p> <p>2743/25</p>
11.	Procter's Field	
	Members discussed with a representative from Whalley In Bloom the wildflower area on Procter's Field. It was agreed that the area should be mowed and could be reduced to a more manageable area of appx 3mx3m. The clerk is to make the arrangements in collaboration with RVBC.	2744/25
12.	Partnership Meetings	
	<p>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.</p> <p>Cllr Vickers attended the online LALC Constitution Extraordinary meeting on 12/8/2025. The new constitution was approved by 20 votes (22 attended / 4 from Ribble Valley). This will be in place up to devolution. A low turn out from a possible 180 attendees.</p> <p>Cllr Mirfin reported that he will be attending a meeting with LCC on 10 September at the Whalley depot to discuss roads and pathways throughout the village.</p> <p>Cllr Mirfin has attended a meeting with UU to discuss the HARP project and also a meeting with the police to discuss the capture and recording of crime data.</p>	<p>2745/25</p> <p>2746/25</p>
13.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	<p>Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item.</p> <ul style="list-style-type: none"> • CPRE News Bulletins • Whalley Queen St RAG Reports and verbal update. • RVBC - Shop Front Design Guidelines • Neighbourhood Alerts/Stay In The Know/Crime Figures July • NALC Executive Bulletins and newsletters • LALC Extra Ordinary Meeting – revised constitution update received. • LALC Updates & Pay Agreement - the nationally agreed NJC pay award for 2025/26 be applied to the Clerk's salary in line with the terms of the clerks contract and back dated to April 2025. 	2747/25

	<ul style="list-style-type: none"> • RVLALC Draft Minutes July meeting • Lancashire Parish and Town Council Conference Saturday 1 November 2025 • King Street/Calder Vale Bins – verbal update • Community Engagement - News items on Websites/Facebook • Sydney Avenue Flooding • St Marys Parish Church - Tree Risk Management Report – report shared with Roy Cattermole Tree Servies to review and provide a quote for works. • Arrival of new replacement benches- The council has taken delivery of four new benches. • Use of QEII Playing Fields update QEII Tree Failed Branch – removed by Abbey Gardening Services. • RVR News 142 • Network Rail – Viaduct Works - Site Clearance of hardcore completed. <p>Cllr Allen attended the September WEF meeting and reported that an open weekend will be held on 13–14 September 2025 at Whalley Old Grammar School. A variety of classes and events will take place throughout the community centre to celebrate its 300th anniversary.</p> <p>Cllr Duckworth attended the W&D Lions meeting and reported that Whalley Day will be held on 13 September 11am-4pm and they are holding a Duck Race and stalls.</p> <p>Cllr Smith reported that the footpaths on Accrington Road are overgrown and is dangerous to pedestrians. The 30mph sign is no longer visible. Clerk to email the Wards LCC Cllr to support the cutting of these hedges.</p> <p>Cllr Threlfall reported that RAG attended a meeting with The Aviary 22 July 2025.</p> <p>Cllr Ball reported that the Adam Cottam Trust are working with WIB to improve the gardens at the Almshouses and organising the Quinquennial. Cllr Ball has received comments from the public about the bright yellow colour of the new deli in King Street. He reported that there is a branch that needs some attention in the churchyard. Clerk to contact Roy Cattermole. A suggestion of reinstating the train station façade was recommended for a future agenda item.</p>	<p>2748/25</p> <p>2749/25</p> <p>2750/25</p> <p>2751/25</p> <p>2752/25</p>
14.	Next Meeting Date	
	It was resolved to approve the next meeting date of Thursday 18 th September 2025 to be held at Whalley Old Grammar School at 7.30pm in The Calder Room.	2753/25

Meeting closed at 8:50pm.

Signed by Chairman:

Date:

Councillor Martin Highton

AGENDA ITEM 4 (3 PAGES)



**WHALLEY
PARISH COUNCIL**

"Together we aspire, together we achieve"

Whalley Parish Clerk
27 Waddow Grove
Waddington, Clitheroe
BB7 3JL
M:07966 388843
E:clerk@whalleyparishcouncil.org.uk

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 21st August 2025 in the Calder Room, Whalley Old Grammar School at 7.00pm

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 Mirfin, Cllr Smith, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Cllr Highton, Borough Cllr Hindle. In Attendance: Liz Haworth (Clerk), 19 members of public.	228/25
2.	Declaration of Interests	
	Cllr Mirfin declared that they are also a Lancashire County Councillor and Cabinet Member for Resources, HR and Property. No other councillors declared any personal or prejudicial interests in relation to the business of the meeting.	229/25
3.	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 17 th July 2025.	230/25
4.	To review and consider the Planning applications received since July 2025 meeting.	
	Planning Applications received for consideration attached. Public Participation at the discretion of the Chairman (5 mins per person) 19 members of the public attended the meeting to express their objections to the planning application 3/2025/0588 Land east of Clitheroe Road Whalley - Applications for full consent Proposed erection of 77 no. affordable dwellings with associated access, gardens, parking and landscaping areas. Residents requested a public meeting to express their concerns about this development, and the Parish Council agreed to facilitate this in collaboration with the Ward Councillors from Ribble Valley Borough Council, the Planning Authority. Further details will follow. Residents were advised to submit any objections individually to the Borough Council, ensuring that comments are based on material planning considerations rather than non-material factors.	231/25

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2025/0561 Received : 16/07/2025 Registered : 28/07/2025	Land adj former Genus Site Mitton Road Whalley BB7 9JY Discharge of Conditions Approval of details reserved by condition 29 (Surface Water Drainage scheme) and condition 30 (Maintenance of Surface Water Drains) on planning permission 3/2017/0714		https://webportal.ribblevalley.gov.uk/planningApplication/37651 For Information Only.
3/2025/0588 Received : 29/07/2025 Registered : 05/08/2025	Land east of Clitheroe Road Whalley Applications for full consent Proposed erection of 77 no. affordable dwellings with associated access, gardens, parking and landscaping areas.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/37677 Emailed for WPC Consultation WPC will be submitting an objection to this application and will take account of public opinion to ensure the views of parish residents are properly represented. The Parish Council will request an extension to respond to the consultation until 30/9/2025.
3/2025/0384 Received : 12/05/2025 Registered : 07/08/2025	16 Brookes Lane Whalley BB7 9RG Applications for full consent Proposed demolition of front bays and side office, to be replaced with new front bays within the same footprint and sun room to side. Alterations to fenestration to all elevations, internal associated alterations.	Lucy Walker	https://webportal.ribblevalley.gov.uk/planningApplication/37475 Emailed for WPC Consultation Noted.
3/2025/0098 Received : 03/02/2025 Registered : 06/08/2025	Unit 13 Mitton Road Business Park Mitton Road Whalley BB7 9YE Applications for full consent Change of use from light industrial (B1) to sui generis. Proposed opening hours 9.00 am to 7.00 pm (Monday to Friday) and 9.00 am to 4.00 pm on Saturdays.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/37193 Emailed for WPC Consultation WPC objects as application for change of use is contrary to the site original planning application.
3/2025/0630 Received : 08/08/2025	1 Pasture Grove Whalley BB7 9SJ Certificate of Lawfulness – Proposed Proposed loft conversion and rear dormer	Lucy Walker	https://webportal.ribblevalley.gov.uk/planningApplication/37719 Noted.
3/2025/0628 Received : 11/08/2025 Registered : 12/08/2025	Land off Pendle Drive Calderstones Park Whalley Lancashire Discharge of Conditions Approval of details reserved by condition 7 (Verification Reports) on planning permission 3/2014/0717.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/37717 For Information Only.

5.	Reports/Updates/Other	
	<p>Items arisen re planning, correspondence received since the last meeting that may result in future agenda item.</p> <p>Awaiting details at time of writing the Agenda – For Information Only</p> <ul style="list-style-type: none"> 3/2025/0553 4 Abbeycroft The Sands Whalley BB7 9TN Applications for full consent - Planning Permission for proposed two-storey side extension. 3/2025/0577 4 Abbeycroft The Sands Whalley BB7 9TN Listed Building Consent for proposed two-storey side extension. <p>Correspondence about the above upcoming applications for 4 Abbeycroft was received by WPC from applicant and shared with Council.</p> <ul style="list-style-type: none"> 3/2025/0574 Macfarlane Dental Practice 33 King Street Whalley BB7 9SP 3/2025/0623 Gleneagles Clitheroe Road Whalley BB7 9AQ Verbal update on Delicio Delicatessen re Licensing and communication with applicant. The applicant agreed to the additional conditions requested by the Parish Council to be included in the licence of; <ol style="list-style-type: none"> No consumption of alcohol is permitted in outside areas beyond 18:30. Clear signage is displayed asking patrons to leave the premises quietly and respect neighbours. Waste and bottle disposal is managed so as not to cause disturbance. D3/2025/0452 - Whalley Post Office 97a King Street – LCC Response. RVBC – Shop Front Guidelines Information. RV shared some suitable frontages suggestions, although no formal guidelines are available. There was some member of the public objections to the bright yellow colour of Delicio Delicatessen, feeling that it was not in keeping with the conservation area. 	<p>232/25</p> <p>233/25</p> <p>234/25</p>
6.	Next Meeting Dates	
	<p>It was resolved to approve the date of the next meeting of Thursday 18th September 2025 at 7pm at Whalley Old Grammar School in the Calder Room.</p>	235/25

Meeting was suspended at 7.35pm to commence the scheduled Parish Council meeting.
Meeting re-commenced at 8.50pm and closed at 9.15pm.

Signed by Chairman:

Date:

Cllr John Threlfall

AGENDA ITEM 6

Whalley Parish Council
Approved Minutes Ref No:

Cash Book

SEPTEMBER 2025

Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	VAT £	Net £
DD	01/09/2025		Easy Web	Website/Email Services	(76.19)			(76.19)	(12.90)	(63.29)
Bankline	22/09/2025		E Haworth	Salary/Office/Travel	(1,347.06)			(1,347.06)		(1,347.06)
Bankline	22/09/2025		HMRC	Tax£249.80 NIF£41.24 ENIF£171.98	(436.02)			(436.02)		(436.02)
Bankline	22/09/2025	143159	E Haworth	Reimbursement - RBLI 50 Tommy	(228.98)			(228.98)	(38.16)	(190.82)
Bankline	22/09/2025		E Haworth	Reimbursement - 200 Red Cable T	(15.48)			(15.48)	(2.58)	(12.90)
Bankline	22/09/2025	2.6E+08	E-On Next	Vale Gardens Electricity	(17.50)			(17.50)		(17.50)
Bankline	22/09/2025	IN138067	Npower	Unmetered Christmas Lighting Su	(567.23)			(567.23)		(567.23)
Bankline	22/09/2025	883	Abbey Gardening Services Ltd	Vale Gardens (August 2025)	(327.60)			(327.60)	(54.60)	(273.00)
				Parish Churchyard (August						
Bankline	22/09/2025	882	Abbey Gardening Services Ltd	2025))	(418.80)			(418.80)	(69.80)	(349.00)
Bankline	22/09/2025	SpID66	Altham PC	15 Accrington Road LC87 SpID	(162.60)			(162.60)		(162.60)
Bankline	22/09/2025	SB202512	PKF Littlejohn LLP	AGAR 31/05/2025	(504.00)			(504.00)	(84.00)	(420.00)
Bankline	22/09/2025	JM3156	WEF	Room Hire	(28.00)			(28.00)		(28.00)
Bankline	22/09/2025	4194	Bowland Tree Consultancy Ltd	Parish Church Tree Report	(856.14)			(856.14)	(142.69)	(713.45)
Bankline	22/09/2025	56123	LALC	Membership Apr2025-March 202	(672.09)			(672.09)		(672.09)
Movement in Month					(5,657.69)	0.00	0.00	(5,657.69)	(404.73)	(5,252.96)
Cash Book Balance at START of Month					68,383.25	1,095.00	83,942.84	153,421.09		
Cash Book Balance at END of Month					62,725.56	1,095.00	83,942.84	147,763.40		

Bank Reconciliation

	NW Curr £	NW QE2 £	Skipton £	Overall £
<i>Bank Statement Balance at START of month</i>	68,383.25	1,095.00	83,942.84	153,421.09
				0.00
				0.00
Cash Book Balance at START of month	68,383.25	1,095.00	83,942.84	153,421.09

Whalley Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2025

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Whalley Parish Council for the year ended 31 March 2025 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Whalley Parish Council on application to:	
(a) Liz Haworth Clerk to Whalley Parish Council 27 Waddow Grove Waddington Clitheroe BB7 3JL	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) To be arranged via the clerk _____ _____ _____	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any local government elector of the area on payment of £7.50 (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) Liz Haworth-Clrk & RFO	(d) Insert the name and position of person placing the notice
Date of announcement: (e) 18/9/2025	(e) Insert the date of placing of the notice

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

WHALLEY PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

15 05 2025

and recorded as minute reference:

2657/25

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

www.whalleyparishcouncil.org.uk

Section 2 – Accounting Statements 2024/25 for

WHALLEY PARISH COUNCIL

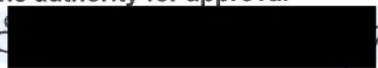
	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	125,110	107,488	<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies	64,753	76,675	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	49,943	26,484	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	21,244	24,444	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	111,074	59,845	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	107,488	126,359	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>

8. Total value of cash and short term investments	107,488	126,359	<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets	203,996	209,807	<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			<i>The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.</i>
11b. Disclosure note re Trust funds (including charitable)			✓	<i>The figures in the accounting statements above exclude any Trust transactions.</i>

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval


Date 9/5/2025

I confirm that these Accounting Statements were approved by this authority on this date:

15 05 2025

as recorded in minute reference:

2658/25

Signed by Chair of the meeting where the Accounting Statements



Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of **Whalley Parish Council – LA0227**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.


Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name

PKF LITTLEJOHN LLP		
External Auditor Signature		Date 30/08/2025

AGENDA ITEM 9.2



SPID REPORT

15 Accrington Road, LC87, 7-21 August 2025

<https://www.whalleyparishcouncil.org.uk/uploads/otherDocuments/files/merged.pdf>