

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 April 2024 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.	Declaration of Interests	
	To receive declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	
3.	To Approve the Minutes of the Previous Parish Council Meetings	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 21 st March 2024.	
4.	To Receive the Minutes of other Committees	
	To receive the minutes of 4.1 The Churchyard Committee 3 rd August 2023 4.2 Planning Committee Thursday 21 st March 2024.	
5.	To 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.	Partnership Meetings	
	To receive reports from Borough/County Councillors and partnership meetings Councillors have attended which impact on the Parish e.g., LCC, RVBC, Parish Liaison, Police Partnership meeting updates.	
7.	Speeding Awareness Initiative/Joint Working Group	
	To receive an update on speed awareness/prevention measures.	JT
8.	Planning Permission Whalley Sports Park	
	To receive an update on the preparation of the planning application for the Sports Park and funding.	JS

9.	Bench Update	
	To receive an update on the bench audit.	
10.	OGS Lawns	
	To discuss whether the Parish Council would consider supporting the cost of cutting the OGS lawns at a cost of £70 per month.	
11.	Community Noticeboard Policy	
	To consider, review and approve the Community Noticeboard Policy.	
12.	Clerks Salary	
	To review the clerks salary hours from 16.6 hours a week to 20.6 hours per week and to agree the annual increment of the Clerks salary from scale point 19 to 20.	
13.	Monthly Financial Report	
	To Authorise Accounts, Payments, Receipts & Balances for April 2024.	
14.	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"> • Rural Bulletins • RAG Updates • Trading Standards/Consumer Alerts • RV Updates • Neighbourhood/Stay In The Know updates/Crime Figures • A Boards Update – JT- Clean Streets • Calderstones Cemetery • LCCLr Mirfin – Press Releases-Bishop of Blackburn • LCCLr Mirfin – Flood Resilience Motion • LCCLr Mirfin – Press Release - Local Conservative Councillors in Whalley call-out Environment Agency • PNFS • License Representation • Email from Cllr Atherton re Co-op frontage 	Emailed to Cllrs.
15.	Next Meeting Dates	
	<p>To approve the date of the Annual Meeting of the Parish Council on Thursday 16th May 2024 at 7.30pm followed by the Ordinary Parish Council Meeting at Whalley Old Grammar School.</p> <p>Note: Annual Parish Meeting Thursday 2nd May 2024 - 7pm at The Calder Room, Whalley Old Grammar School.</p>	

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 March 2024 in the Lower Garden 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 Highton (Chairman), Clr Mirfin, Cllr Threlfall, Cllr Vickers. Apologies: Cllr Ball, Cllr Brown, Cllr Carlton, Cllr Smith, Borough Cllrs Atherton, Hindle & Wilkins-Odudu. In Attendance: Liz Haworth Clerk, 4 members of the public.	2432/24
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2433/24
3.	To Approve the Minutes of the Previous Parish Council Meetings	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 15 th February 2024.	2434/24
4.	To Receive the Minutes of other Committees	
	It was resolved to receive the minutes of the Planning Committee meeting held Thursday 15 th February 2024.	2435/24
5.	To 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)	
	A resident business owner commented on the reduced footfall observed on the village high street affecting local businesses whilst the nighttime economy was growing and offered that a solution might be a rural market. Feasibility investigations are taking place with the relevant authorities.	2436/24
	A resident from Wiswell Lane asked about the possibility of a SpID on Wiswell Lane. It was explained that currently there is no where to site one and there is the added complication of the reduced speed limits from 30mph to 20mph during school access time and the current SpIDS aren't programmable for the temporary 20mph limit.	2437/24

	<p>WPC are still anticipating a new Gateway Sign with speed awareness signs installed by LCC in the new financial year as previously canvassed.</p> <p>There was no problems reported with the trains at the station. Two noticeboards have been damaged by vandalism.</p> <p>The garden is looking well.</p> <p>It was reported the Dales Rail will run as a Saturday service operating between Rochdale and Ribblehead from 8th June 2024.</p>	2438/24
6.	Partnership Meetings	
	<p>Reports were received from Borough/County Councillors and partnership meetings Councillors have attended which impact on the Parish e.g., LCC, RVBC, Parish Liaison, Police Partnership meeting updates.</p> <p>Cllr Allen & Brown attended the Whalley Old Grammar School Governors Meeting and shared the minutes. Cllr Allen is to enquire about grass cutting costs as the Governors no longer have a volunteer grass cutter.</p> <p>Cllr Threlfall updated on the Village Hall Meeting who are looking for new committee members and conducting some refurbishment works.</p> <p>Cllr Vickers attended a LALC Ribble Valley Area Committee Meeting Area 26/2/24 and shared the minutes. Cllr Richard Vickers and Mike Hill were nominated and appointed as R.V. Area Reps to attend future meetings of the LALC Executive.</p> <p>LCC Cllr Mirfin reported that he is working on action by the Environmental Agency. He has written articles to encourage action on flooding measures fit for purpose in Whalley.</p> <p>He talked about Local Deterioration Funds and the ongoing issues with the condition of roads in the area and a transport asset management plan.</p> <p>He highlighted the concerns around the lack of access to special educational needs in the area and the issues families must deal with in achieving support for their children.</p> <p>The vegetation on Accrington Road has been cut back along with the hedgerows on Mitton Road.</p> <p>There is a blocked drain on Broad Lane to be addressed.</p>	<p>2439/24</p> <p>2440/24</p> <p>2441/24</p> <p>2442/24</p>
7.	Speeding/SpID Plates/Lighting Columns/Joint Working Group	
	<p>The installation of backplates on eight new locations has been completed and we now have 10 available SpID locations.</p> <p>Cllr Threlfall presented a summary of the SpID statistical report installed on Mitton Road from 5-22 Feb 2024. Reports are available on the website.</p> <p>Cllr Threlfall gave an update of the meeting of the Joint Working Group with parishes requesting speed reducing measures from LCC Highways including reduction of speed limits, gateways, slow/rumble strips & Hazard Signs.</p>	<p>2443/24</p> <p>2444/24</p> <p>2445/24</p>

	It was resolved to erect a SpID on Clitheroe Road and to rotate the other locations throughout the forthcoming financial year.	2446/24
8.	RVBC CIA Response to Licensing Correspondence	
	<p>WPC continue to be concerned about the increasing number of licensed premises in Whalley whilst a Cumulative Impact Assessment is in place. The effect of having a CIA is that it creates a presumption that applications for new (or variations to) licences that receive relevant representations will be refused unless the applicant can show that granting the application will not add to the cumulative impact of existing premises. A CIA does not change the fundamental way that licensing applications are made under the Licensing Act. The Licensing Act 2003 (the Act) is a permissive regime. This means that licences must be granted if they have been made in accordance with statutory requirements and in the absence of any relevant representations or (depending on the type of application), objections. In an area where a CIA has been published, licence applications must be granted if no relevant representations are made in relation to that particular application. If a CIA is in place, responsible authorities or any other interested persons can still make representations to promote the licensing objectives. Where relevant representations are made, they must be able to withstand the scrutiny of a hearing. It is possible for the licensing authority to grant an application in an area covered by a CIA where it considers it appropriate to do so.</p> <p>We have approached the Borough Council for a partnership approach to inform the Parish Council when a new application is received which has been dismissed under regulatory reasons.</p> <p>WPC are not satisfied with the current licensing process as once licenses are approved there appears to be insufficient monitoring and enforcement of the licensing objectives which evolves into issues around the nighttime economy in Whalley, hence the CIA in place.</p> <p>It was resolved that WPC will monitor future alcohol license applications by conducting weekly searches and where appropriate make representations to ensure the applications are assessed under the CIA so as not to exacerbate the issues around alcohol related issues in the village.</p>	2447/24
9.	Planning Permission Whalley Sports Park	
	This item was adjourned until the next meeting.	2448/24
10.	WPC Policy Documents	
	<p>10.1 It was resolved to approve the Risk Management Policy.</p> <p>10.2 It was approved to approve the Risk Management Register.</p>	<p>2449/24</p> <p>2450/24</p>
11.	Assets Registers	
	<p>11.1 It was resolved to approve the WPC Assets Register.</p> <p>11.2 It was resolved to approve the Cemetery Assets Register.</p>	<p>2451/24</p> <p>2452/24</p>

12.	Nat West On-Line Banking Arrangements	
	It was resolved to add Cllr Ball to the internet banking mandate for contingency in the event of unavailable members for the dual authorising of transactions.	2453/24
13.	Churchyard Committee	
	It was resolved to approve and adopt the Terms of Reference for the Churchyard Committee.	2454/24
14.	80TH ANNIVERSARY OF D-DAY	
	It was resolved that WPC would consider requests for support from resident organisations.	2455/24
15.	A Boards & Advertising	
	WPC have assessed the A Boards around the village after reports of concern for public health and safety and to prevent highway obstructions as tripping hazards. A Boards should not cause an obstruction on the public highway and should be placed on a business' own forecourt which does not form part of the highway. Consideration must be given the less able bodied and people who are affected by sight issues. The Council will continue to keep A Boards under review.	2456/24
16.	Annual Parish Meeting	
	It was resolved to confirm Chris Oliver from LSCFT to give an update from last year on the transfer of the Whalley Calderstones Site at our Annual Parish Meeting to be held on Thursday 2 nd May at 7pm at Whalley Old Grammar School. All members of the public welcome and encouraged to attend. This is the Annual Parish Meeting and not a meeting of the Council.	2457/24
17.	Monthly Financial Report	
	It was resolved to Authorise Accounts, Payments, Receipts & Balances for March 2024.	2458/24

Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £
DD	01/03/2024		Easyweb	Website maintenance	(90.71)			(90.71)
BAC	19/03/2024		HMRC	VAT Reclaim	7,573.58			7,573.58
Bankline	25/03/2024		E Haworth	Salary	(886.74)			(886.74)
Bankline	25/03/2024		E Haworth	Office Expenses	(58.33)			(58.33)
Bankline	25/03/2024		E Haworth	Reimbursement-Stationery	(8.40)			(8.40)
Bankline	25/03/2024		HMRC	ITE223.40 NIE6.90 ENIE49.!	(279.85)			(279.85)
Bankline	25/03/2024	5186	Fisher Forestry	Parish Church Treework	(300.00)			(300.00)
Bankline	25/03/2024	1.6E+08	E-ON Next	Vale Gardens Electricity	(16.93)			(16.93)
Bankline	25/03/2024	IN098529IN	N Power	Christmas Lighting Unmete	(410.95)			(410.95)
Bankline	25/03/2024	4902	Source	Design Logo	(78.00)			(78.00)
Bankline	25/03/2024	400	Abbey Gardening Services	Church Grounds Maintenar	(349.20)			(349.20)
Bankline	25/03/2024	24	Altham Parish Council	SplD Installation & rental	(157.00)			(157.00)
Bankline	25/03/2024	JM2527	WEF	Room Hire	(26.00)			(26.00)
Bankline	25/03/2024	316328	Broxap	Bench Ends	(1,183.20)			(1,183.20)
Movement in Month					3,728.27	0.00	0.00	3,728.27
Cash Book Balance at START of Month					5,075.16	1,095.00	54,819.15	60,989.31
Cash Book Balance at END of Month					8,803.43	1,095.00	54,819.15	64,717.58
Bank Reconciliation					NW Curr	NW QE2	Skipton	Overall
					£	£	£	£
<i>Bank Statement Balance at START of month</i>					5,075.16	1,095.00	54,819.15	60,989.31
								0.00
								0.00
Cash Book Balance at START of month					5,075.16	1,095.00	54,819.15	60,989.31

18. 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.

- Rural Bulletins
- RAG Updates
- Trading Standards/Consumer Alerts
- RV Updates
- Neighbourhood/Stay In The Know updates/Crime Figures
- Local Electric Vehicle Infrastructure (LEVI) Pilot Funding
- Application for the grant of a Premises Licence/Club Premises Certificate The Nab Lab, 35b King Street, Whalley, Clitheroe BB7 9SP
- WEF Minutes - lawns
- Bus Changes
- Cemetery correspondence & report
- Letter from District Open Gardens Committee requesting support from Borough Council funding.

2459/24

Cllr Ball reported in his absence that there is a Churchyard Committee meeting Monday 25th March 4pm at the Church to discuss possible improvements to the path.

The height sign on the Station Road side of the railway bridge is hanging loose and waving about in the wind. LCC at Riddings Lane was advised 2 weeks ago but no action has been taken. If the sign was to fall onto the road whilst vehicles were passing under then the consequences could be very serious. WPC Clerk requested to write a letter to LCC Highways.

A resident had to call the Police out this week to move vehicle(s) parked on the Grove causing an obstruction. Police requested someone in the OGS to move

2460/24

	their vehicle. This maybe a temporary situation whilst the OGS car park is closed due to construction work. However, parking in such a manner to obstruct pavements is not acceptable.	
19.	Employment Matters	
	It was resolved to exclude the Press & Public for this item to update members of the Council on employment related matters. The notes for this item are private and confidential under data protection and may prejudice an ongoing employment tribunal. Appendix A-19-2461/24	2461/24
20.	Next Meeting Dates	
	It was resolved to approve the date of the next Parish Council meeting Thursday 18 th April 2024 at 7.30pm at Whalley Old Grammar School.	2462/24

Meeting Closed 9.45pm

Signed by Chairman:

Date:

Councillor Martin Highton



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 Thursday 3rd August 2023 in the Parish Church of Saint Mary and All Saints at 4.30pm

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 members of the committee, all relevant information and supporting documents, 3 clear days before the meeting.

1.	Attendance & Apologies	
	Present: Cllr Cliff Ball (Chairman), Revd Jonathan Carmyllie, Judith Davies (Church Warden), Cllr Martin Highton, Cllr John Threlfall. In Attendance: Liz Haworth Parish Clerk.	
2.	Prayers	
	Revd Carmyllie offered an opening prayer.	
3.	Chairmans Introduction to new members	
	Cllr Ball welcomed the new members Judith Davies and JohnThrelfall.	
4.	Trees	
	A large bough has fallen from one of the trees in the churchyard facing the back of the houses on King Street. This was reported immediately to the Parish Council who in turn instructed Ken Linford a Consulting Arborist to undertake an inspection of the tree the next day. He attended site and reported 'The failure is of a high canopy secondary branch with significant weight when in full leaf and girth diameter of 250mm. The failure point does not show any evident decay but does display a significant delamination of the timber which can occur in summer when heat rain and sap flows are inconsistent and strength in branches can be compromised. It often happens in Beech and Horse chestnut but can happen in sycamore. See attached photos. This is sometimes referred to as <i>summer branch drop</i> . Prior to the event it is impossible to spot if this kind of failure is going to occur unless a fracture has commenced. In the last 15 years horse	

	<p>chestnuts along the school boundary had two such failures but with no ground damage or injury.</p> <p>The good news is that the failure was into the church land and not onto the pub garden over the wall, no injury was caused and no damage was caused to Gravestones in the church yard under the canopy of the tree. You will need your contractor to clear the debris. I would suggest that he does an aerial inspection of the major limb and branch unions in the upper canopy and cut back the damaged limb in the tree as soon as possible.'</p> <p>The Parish Council arranged for the debris to be removed and instructed a tree surgeon to carry out the inspection as per report.</p> <p>Chris from the Dog Inn has contacted the Church with concerns of the overhanging branches into his property which may cause damage to his property or worse people who are gathered in the beer garden should another branch fall.</p> <p>In view of the recent bough fall and concern raised by a neighbour the Chairman stated that it was incumbent upon the Churchyard Committee to show that everything possible is being done to ensure that the trees are safe (whilst accepting that no tree can be considered as completely safe). To expedite this the Churchyard Committee has requested that the Parish Council;</p> <ol style="list-style-type: none"> 1) Update on the report from the contractor tree surgeon inspecting the tree. 2) Instruct Ken Linford to do a further inspection on said tree and all of the sycamores lining that side of the churchyard. <p>ACTION: Clerk to chase tree surgeon and contact Ken Linford to arrange a meeting with Cllr Ball to inspect the sycamore trees.</p> <p>ACTION: Clerk to write a response to Chris from the Dog Inn to update on actions taken and to further update once we have the new report on the trees.</p> <p>ACTION: clerk to contact Dave Hewitt RVBC to update him on recent events and of the committee's concerns of the trees with regards to public safety.</p>	
5.	Pathways	
	<p>It was reported that the flags around the churchyard are generally in good order and kept clean.</p> <p>The path from the south door of the church through the graveyard needs repair. Discussions were had around a solution to improve the surface in keeping with existing surrounding surfaces. ACTION: Revd Carmyllie is going to contact the Diocese to make an application to make repairs to the surface of the path.</p>	

6.	Clearance	
	Cllr Ball has requested the clearing of shrubs and bushes at SW corner of the churchyard by Abbey Gardening as part of the ongoing grounds maintenance contract of the churchyard.	
7.	AOB	
	<p>There continues to be a blocked drainpipe from the water runoff the roof. This is to be monitored.</p> <p>The committee walked around the churchyard to inspect the areas discussed.</p>	

The meeting closed at 5.15pm

Cllr Clifford BallChairman.....Date

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 March 2024 in the Lower Garden Room, Whalley Old Grammar School at 7.00-7.30pm

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 Highton, Cllr Mirfin, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Cllr Ball, Cllr Brown, Cllr Carlton, Cllr Smith, Borough Cllrs Wilkins-Odudu, Atherton, and Hindle. Present: Liz Haworth Clerk, 3 members of the public.	121/24
2.	Declaration of Interests	
	Cllr Allen declared a disclosable pecuniary, other registrable and non-registrable interests in 23 Woodland Park and will not participate in this discussion.	122/24
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 15 th February 2024.	123/24
4.	To review and consider the Planning applications received since February 2023 meeting.	
	Planning Applications received for consideration attached. Public Participation at the discretion of the Chairman (5 mins per person)	124/24

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2024/0111 Received : 07/02/2024 Registered : 27/02/2024	17 Woodlands Drive Whalley BB7 9TG Applications for full consent Proposed single storey extension to rear and side. Resubmission of 3/2023/0442.	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/36169 Emailed to WPC for Consultation Noted

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2023/0358 Received : 02/05/2023 Registered : 01/08/2023	Abbots Court 41 Station Road Whalley BB7 9RH Applications for full consent Partial demolition and rebuilding of lower ground and ground floor to rear to facilitate the change of use from Restaurant (Eb) to a Hotel (C1).	Kathryn Hughes	https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2023%2F0358 AMENDED DESCRIPTION AND PLANS RECEIVED Emailed to WPC for Consultation To inform our original comments still stand, privacy -windows should be non opening & obscure glass/ condition 6 as applied as in application 3/2016/1079/ insufficient parking
3/2024/0100 Received : 05/02/2024 Registered : 28/02/2024	23 Woodlands Park Whalley BB7 9UG Certificate of Lawfulness – Proposed Certificate of lawfulness for proposed single-storey extension to rear.	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/36158 Noted
3/2023/1034 Received : 18/12/2023 Registered : 28/02/2024	23 Abbey Farm View Whalley BB7 9YF Applications for full consent Proposed installation of air source heat pump.	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/36041 Emailed to WPC for Consultation Noted
3/2024/0162 Received : 28/02/2024	Old Grammar School Community Centre Station Road Whalley BB7 9RH Demolition of a Listed Building Listed Building Consent for demolition of existing brick built lean-to and replacement with new single-storey stone-faced extension, with slate roof and flat roof infill.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/36219 Emailed to WPC for Consultation Noted
3/2024/0174 Received : 05/03/2024	Old Grammar School Community Centre Station Road Whalley BB7 9RH Variation of Condition Proposed demolition of existing brick built lean-to and replacement with new extension, fencing to create outdoor play area for pre-school, internal alterations to provide disabled lift, first floor classroom, improved toilet areas, pre-school leaders office and associated works pursuant to variation of conditions 2 (approved plans) of planning permission 3/2021/0350 to	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/36230 Emailed to WPC for Consultation Noted

	accommodate a change in window proportions and a change to the roof.		
Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2023/0849 Received : 23/10/2023 Registered : 06/03/2024	17 Elm Close Calderstones Whalley BB7 9UT Application for tree works Oak Tree in rear garden - deadwood, reduce crown by 1m and crown lift to 3m. Slight reduction/reshaping of outer canopy.	David Hewitt	https://webportal.ribblevalley.gov.uk/planningApplication/35862 Information Only
3/2024/0161 Received : 28/02/2024	12 Cottam Close Whalley BB7 9RE Application for tree works	David Hewitt	https://webportal.ribblevalley.gov.uk/planningApplication/36218 Information Only

5. Reports/Updates/Other	
Items arisen re planning / correspondence received since the last meeting.	125/24
<ul style="list-style-type: none"> LCC Highway comments 3/2023/0358-Abbots Court 41 Station Road Whalley BB7 9RH, 3/2023/0659-Land on the south side of Ridding Lane (Broad Lane) Whalley adj Sewage Works Planning and Development Committee, Thursday,14th March 2024 - 3/2023/0659-Land on the south side of Ridding Lane (Broad Lane) – It was reported that this application was withdrawn. WPC to write in support of LCC comments re pick-up and drop-off service to keep movements on the track to a minimum. 	126/24
6. Next Meeting Dates	
It was approved the date of the next meeting on Thursday 18 th April 2024 at 7pm at Whalley Old Grammar School.	127/24

Meeting Closed at 7.20pm

Signed by Chairman:
Councillor John Threlfall

Date:



Community Noticeboard Policy

Version Control

Version	Date	Description of Change
V.1		New

Purpose

The Parish Noticeboard serves as a means of communication with the community, facilitating the sharing of information, events, and notices. This policy aims to ensure the effective and efficient use of the noticeboard while maintaining its integrity and relevance to residents.

This Noticeboard Policy serves as a framework for the effective management of the Community Noticeboard. By adhering to these guidelines, we aim to maintain transparency, communication, and community engagement within our parish. Your cooperation in following these guidelines is greatly appreciated.

Noticeboard Guidelines

1. Content Relevance:

- All content displayed on the noticeboard must be relevant to the residents and the activities of the Parish.
- Priority will be given to community notices, announcements, and events.

2. Display Period:

- Notices will be displayed for a predetermined period, as agreed upon by the Parish Council, to ensure the board remains current and clutter-free.
- The maximum display period for any notice is 30 days.

3. Size and Formatting:

- Notices should be no larger than A4 and format to ensure readability.
- Content must be clear, concise, and free from grammatical errors.

4. Rotation of Content:

- To accommodate multiple notices and prevent overcrowding, content rotation will be implemented regularly.
- Notices may be rotated weekly, bi-weekly, or monthly, depending on the volume of content and space available.

5. Priority of Notices:

- Priority will be given to community notices, followed by community events and relevant public information.
- Commercial advertisements and personal notices **are not permitted**.

6. Removal of Outdated Notices:

- The Parish Council or designated personnel will monitor the noticeboard regularly and remove outdated or irrelevant notices promptly.

7. Maintenance and Upkeep:

- The noticeboard will be maintained regularly to ensure its functionality and appearance.
- Any repairs or maintenance required should be reported to the Parish Clerk immediately.

8. Compliance:

- All content displayed on the noticeboard must comply with legal regulations, including but not limited to data protection and discrimination laws.
- The Parish Council reserves the right to reject or remove any content deemed inappropriate or in violation of this policy.

9. Review and Amendments:

- This policy will be reviewed periodically by the Parish Council to assess its effectiveness and relevance.
- Amendments to the policy may be proposed and adopted as necessary to meet the evolving needs of the community.

Agenda Item 13

Whalley Parish Council

Cash Book

APRIL 2024

Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	VAT £	Net £
BGC			RVBC	Precept 2020	76,675.00			76,675.00		76,675.00
DD			Easy Web	Website/Email Services	(90.71)			(90.71)	(15.12)	(75.59)
Bankline			E Haworth	Salary	(888.12)			(888.12)		(888.12)
Bankline			E Haworth	Office Expenses	(58.33)			(58.33)		(58.33)
Bankline			HMRC	IT£223.40 NI£5.52 ENI£49.55	(278.47)			(278.47)		(278.47)
Bankline			E Haworth	Reimbursement Norton	(94.99)			(94.99)	(15.83)	(79.16)
Bankline			E Haworth	Reimbursement Cartridge World	(71.98)			(71.98)	(12.00)	(59.98)
Bankline			E Haworth	Reimbursement Stationery	(18.47)			(18.47)		(18.47)
Bankline		1.7E+08	EON	Vale Gardens Electricity	(18.02)			(18.02)		(18.02)
Bankline		435	Abbey Gardening Services Ltd	Parish Churchyard (March)	(349.20)			(349.20)	(58.20)	(291.00)
Bankline		406	Abbey Gardening Services Ltd	Vale Gardens (Feb)	(405.60)			(405.60)	(67.60)	(338.00)
Bankline		425	Abbey Gardening Services Ltd	Lengthsman 2023/2024	(4,906.20)			(4,906.20)		(4,906.20)
Bankline		1138	Ark Plastics Ltd	Refurbished benches (3)	(774.00)			(774.00)	(129.00)	(645.00)
Bankline		JM2559	WEF	Room Hire	(26.00)			(26.00)		(26.00)
Bankline		25	Altham Parish Council	Supply of 8 back plates	(440.00)			(440.00)		(440.00)
Bankline		1054	Stately Lighting Ltd	Installation of back plates	(384.00)			(384.00)	(64.00)	(320.00)
Bankline		2425121	LALC	Membership Fees	(653.19)			(653.19)		(653.19)
Movement in Month					67,217.72	0.00	0.00	67,217.72	(361.75)	67,579.47
Cash Book Balance at START of Month					8,803.43	1,095.00	54,819.15	64,717.58		
Cash Book Balance at END of Month					76,021.15	1,095.00	54,819.15	131,935.30		

Bank Reconciliation

	NW Curr £	NW QE2 £	Skipton £	Overall £
<i>Bank Statement Balance at START of month</i>	8,803.43	1,095.00	54,819.15	64,717.58
				0.00
				0.00
Cash Book Balance at START of month	8,803.43	1,095.00	54,819.15	64,717.58