

Local Government Act 1972

Whalley Parish Council

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on
Thursday 16th October 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 Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 18 th September 2024. 19th	
4.	To Receive the Minutes of other Committees/Meetings	
	To receive the minutes of 19th 4.1 WPC Planning Committee Thursday 18 th September 2024. 4.2 WWBJBC Committee Wednesday 10 th July 2024.	
5.	To Adjourn the Meeting for <u>Public Discussion</u>	
	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 October 2024.	
7.	Precept Budget Meeting	
	7.1 To consider items to be included in Precept Budget Planning Preparation. Projects, spending, costs, Precept 2025-26. 7.2 To agree the date of Thursday 28 th November at 7pm for Precept Budget Meeting.	
8.	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.	

9.	Speeding Awareness/Joint Working Group/Traffic Matters	
	9.1 To receive an update on speed awareness/prevention measures. 9.2 To receive an update on any response from LCC re Wiswell Lane sign request and Transport/Highways review request. 9.3 To note proposed road closure notice on Station Road Whalley, 4/12/24-7/12/24 from 2200 – 0600 hours. 9.4 To note proposed road closure notice for Ribble Valley 10k Road Race 29/12/24 from 0915 -1145 hours. 9.5 To note proposed road closure notice on Sabden Road, Whaley 3/12/2024 from 0930-1530 hours.	
10.	Parish Online	
	To receive an update on Parish Online mapping information, subscriptions, functionality etc; to decide whether the council wishes to move forward with the digital mapping software.	RV
11.	Planning Permission Whalley Sports Park	
	To receive an update on the preparation of the planning application for the Sports Park.	JS
12.	Remembrance Sunday 10th November 2024	
	To receive an update on arrangements for Remembrance Sunday Parade 10th November Parade 2024. 12.1 PA System Request from the Parish Church for use at the War Memorial.	
13.	Benches	
	To approve ordering four benches at a cost of £2100 as per budget plan.	
14.	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 • Whalley Queen St RAG Reports • Trading Standards/Consumer Alerts • RVBC Updates • Neighbourhood/Stay In The Know updates/Crime Figures September • Calderstones Cemetery, Friends of Calderstones and Brockhall Hospital Cemeteries • CPRE Newsletter • RIBBLE VALLEY BOROUGH COUNCIL NEWS RELEASES - GRANTS AND PENSION CREDIT • LCC - Urgent Action Required - People with Immigration Statuses • Lancashire Parish and Town Council Conference Saturday 2 November • Christmas Lights – verbal update • Whalley Bells Centenary Fund Celebration Day • Waste Bins - King Street Whalley - verbal update	
15.	Next Meeting Date	
	To approve the next meeting date of Thursday 21 st November 2024 at 7.30pm to be held at Whalley Old Grammar School.	

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Whalley Parish Council

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on Thursday 18th September 2024 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 Highton (Chairman), Cllr Mirfin, Cllr Smith, Cllr Threlfall, Cllr Vickers. Apologies: Cllr Carlton, Borough Cllrs Hindle, Wilkins-Odudu, Atherton. Present: Liz Haworth (Clerk), 3 members of the public.	2616/24
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2617/24
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 15 th August 2024.	2618/24
4.	To Receive the Minutes of other Committees/Meetings	
	It was resolved to receive the minutes of the Planning Committee Thursday 15 th August 2024.	2619/24
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)	
	Train Station - The trains are running normally. Some driver training has taken place. Dales Rail is popular. The plantings have been taken care of by Whalley In Bloom.	2620/24
	The sign on the railway bridge has yet to be replaced. WPC advised that LCC have updated that a new illuminated sign is to be made, and they need approval from network rail, and this should all be in hand for installation shortly.	2621/24
	A discussion took place around the over grown hedges throughout the village, especially on Station Road and Accrington Road. WPC will write to LCC in respect of this.	2622/24

6.	Monthly Financial Report																																																																																																																																																																													
	It was resolved to Authorise Accounts, Payments, Receipts & Balances for September 2024. Whalley Parish Council Approved Minutes Ref No: Cash Book SEPTEMBER 2024 <table><thead><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 QE2 £</th><th>Skipton £</th><th>Total £</th></tr></thead><tbody><tr><td>DD</td><td>02/09/2025</td><td></td><td>Easy Web</td><td>Website/Email Services</td><td>(90.71)</td><td></td><td></td><td>(90.71)</td></tr><tr><td>BGC</td><td>02/09/2025</td><td></td><td>HMRC</td><td>VAT Return</td><td>2,056.61</td><td></td><td></td><td>2,056.61</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td></td><td>E Haworth</td><td>Salary/Expenses/Mileage</td><td>(1,187.56)</td><td></td><td></td><td>(1,187.56)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td></td><td>HMRC</td><td>ITE286 NIE30.56 ENIE92.74</td><td>(409.30)</td><td></td><td></td><td>(409.30)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>35</td><td>Altham Parish Council</td><td>47 Station Rd SpID</td><td>(164.00)</td><td></td><td></td><td>(164.00)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>1.9E+08</td><td>EON</td><td>Vale Gardens Electricity</td><td>(17.48)</td><td></td><td></td><td>(17.48)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td></td><td>LALC</td><td>Conference Broughton</td><td>(70.00)</td><td></td><td></td><td>(70.00)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>JM2716</td><td>WEF</td><td>Room Hire</td><td>(28.00)</td><td></td><td></td><td>(28.00)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>595</td><td>Abbey Gardening Services Ltd</td><td>Parish Churchyard (August)</td><td>(418.80)</td><td></td><td></td><td>(418.80)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>580</td><td>Abbey Gardening Services Ltd</td><td>Vale Gardens (August)</td><td>(327.60)</td><td></td><td></td><td>(327.60)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>598</td><td>Abbey Gardening Services Ltd</td><td>OGS Grass Contract (August)</td><td>(42.00)</td><td></td><td></td><td>(42.00)</td></tr><tr><td>Bankline</td><td>23/09/2024</td><td>58202413</td><td>PKF</td><td>AGAR Review</td><td>(504.00)</td><td></td><td></td><td>(504.00)</td></tr><tr><td colspan="5">Movement in Month</td><td>(1,202.84)</td><td>0.00</td><td>0.00</td><td>(1,202.84)</td></tr><tr><td colspan="5">Cash Book Balance at START of Month</td><td>65,398.97</td><td>1,095.00</td><td>56,705.68</td><td>123,199.65</td></tr><tr><td colspan="5">Cash Book Balance at END of Month</td><td>64,196.13</td><td>1,095.00</td><td>56,705.68</td><td>121,996.81</td></tr></tbody></table> Bank Reconciliation <table><thead><tr><th>NW Curr £</th><th>NW QE2 £</th><th>Skipton £</th><th>Overall £</th></tr></thead><tbody><tr><td colspan="4">Bank Statement Balance at START of month</td></tr><tr><td>65,398.97</td><td>1,095.00</td><td>56,705.68</td><td>123,199.65</td></tr><tr><td colspan="4">0.00</td></tr><tr><td colspan="4">0.00</td></tr><tr><td colspan="4">Cash Book Balance at START of month</td></tr><tr><td>65,398.97</td><td>1,095.00</td><td>56,705.68</td><td>123,199.65</td></tr></tbody></table>	Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	DD	02/09/2025		Easy Web	Website/Email Services	(90.71)			(90.71)	BGC	02/09/2025		HMRC	VAT Return	2,056.61			2,056.61	Bankline	23/09/2024		E Haworth	Salary/Expenses/Mileage	(1,187.56)			(1,187.56)	Bankline	23/09/2024		HMRC	ITE286 NIE30.56 ENIE92.74	(409.30)			(409.30)	Bankline	23/09/2024	35	Altham Parish Council	47 Station Rd SpID	(164.00)			(164.00)	Bankline	23/09/2024	1.9E+08	EON	Vale Gardens Electricity	(17.48)			(17.48)	Bankline	23/09/2024		LALC	Conference Broughton	(70.00)			(70.00)	Bankline	23/09/2024	JM2716	WEF	Room Hire	(28.00)			(28.00)	Bankline	23/09/2024	595	Abbey Gardening Services Ltd	Parish Churchyard (August)	(418.80)			(418.80)	Bankline	23/09/2024	580	Abbey Gardening Services Ltd	Vale Gardens (August)	(327.60)			(327.60)	Bankline	23/09/2024	598	Abbey Gardening Services Ltd	OGS Grass Contract (August)	(42.00)			(42.00)	Bankline	23/09/2024	58202413	PKF	AGAR Review	(504.00)			(504.00)	Movement in Month					(1,202.84)	0.00	0.00	(1,202.84)	Cash Book Balance at START of Month					65,398.97	1,095.00	56,705.68	123,199.65	Cash Book Balance at END of Month					64,196.13	1,095.00	56,705.68	121,996.81	NW Curr £	NW QE2 £	Skipton £	Overall £	Bank Statement Balance at START of month				65,398.97	1,095.00	56,705.68	123,199.65	0.00				0.00				Cash Book Balance at START of month				65,398.97	1,095.00	56,705.68	123,199.65	2623/24
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7.	Annual Governance & Accountability Return (AGAR) External Auditor Report & Completion Notice																																																																																																																																																																													
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	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. LCC – Cllr Mirfin has started a petition to ask the Environmental Agency to restart funding on Whalley flood defence measures. A discussion took place about funding and responsibilities and the petition is available through the WPC Facebook page or the PC website via change.org Cllr Threlfall reported that the Village Hall has had a chair lift installed, had a fire risk assessment, had a blood control kit fitted, and is awaiting quotes to have the outside rendering replaced. Cllr Highton & Threlfall attended the Parish Liaison meeting which included topics on Homewise a company for help with small repairs work, LALC and Ribble Valley LALC Committee, Sport England offering grants of £250k and the Lancashire Devolution deal has passed a significant milestone, with legislation due to be put before Parliament in the coming weeks.	2625/24 2626/24 2627/24																																																																																																																																																																												

9.	Speeding Awareness Initiative/Joint Working Group																							
	9.1 Data was shared and discussed from the last SpID report sited on 47 Station Road installed 9th – 27th August. Details will be updated and posted on the website under other documents. <table><tr><th colspan="2">2024 Speed Survey</th></tr><tr><td>Location:</td><td>LC9 47 Station Road, Whalley</td></tr><tr><td>From</td><td>To</td></tr><tr><td>9 August 2024</td><td>25 August 2024</td></tr><tr><td>No. of Vehicles</td><td>61,555</td></tr><tr><td>Ave Daily Vehicles</td><td>3,365</td></tr><tr><td>Max Speed</td><td>50 mph</td></tr><tr><td>85th Percentile Speed</td><td>29.6 mph</td></tr><tr><td>50th Percentile Speed</td><td>26.1 mph</td></tr><tr><td>Average Speed</td><td>25.66</td></tr><tr><td>Vehicles over speed limit</td><td>6,926</td></tr></table> Summary Saturdays saw the highest number of speeding vehicles - 1,436 at over 30mph. The highest speed in the period was 50mph. 3 vehicles were recorded at this speed. Where vehicles exceeded the speed limit, the average speeds were as follows: Mondays 32.9 mph, Tuesdays 32.8 mph, Wednesdays 32.9 mph, Thursdays 32.9 mph, Fridays 32.8 mph, Saturdays 32.9 mph, Sundays 33 mph. The 85th percentile speed almost matches the speed limit. Next SpID deployment will be 16th September at LC99 by the Post Office, King Street.	2024 Speed Survey		Location:	LC9 47 Station Road, Whalley	From	To	9 August 2024	25 August 2024	No. of Vehicles	61,555	Ave Daily Vehicles	3,365	Max Speed	50 mph	85th Percentile Speed	29.6 mph	50th Percentile Speed	26.1 mph	Average Speed	25.66	Vehicles over speed limit	6,926	2628/24
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	9.2 WPC discussed the report provided by Cllr Threlfall on Traffic & Road Safety Working Group in consideration of gateway markings and resolved to not pursue the markings at this time and to focus efforts on some solution around the traffic on Wiswell Lane.	2629/24																						
	9.3 WPC discussed the response from LCC regarding the welcome sign and illumination on Wiswell Lane. The Council will write to LCC to reiterate that the PC will contribute to the costs and to ask for a timescale on when it can expect assistance with the sign on Wiswell Lane.	2630/24																						
	9.4 WPC discussed the correspondence received by a resident re traffic concerns on King Street. This struck up a discussion on other areas of concern in the village. Whilst Cllr Threlfall’s report s the issue of the highway authority not supporting further 20mph schemes, WPC will contact LCC and request a highway review and continue to pursue and support speed reduction measures.	2631/24																						
10.	Planning Permission Whalley Sports Park																							
	Cllr Smith provided an update on the preparation of the planning application for the Sports Park. He will provide further costing information and chase up the Planning Authority to invoice the application to proceed with the planning application.	2632/24																						
11.	Parish Online																							
	WPC considered the report provided by Cllr Vickers on whether Parish Online mapping service would be beneficial to the council as a source of record and	2633/24																						

	providing information to the public. It was resolved that Cllr Vickers should further investigate the product costing circa £200p.a.	
12.	Cumulative Impact Assessment Consultation	
	There were no further updates on the CIA Review Consultation process at this time. The consultation runs until Friday, 27 September , and is open to residents in the Whalley and Painter Wood ward . All Cllrs have committed to the process and the Council support the renewal of the CIA.	2634/24
13.	Remembrance Sunday 10th November 2024	
	It was resolved to;	
	13.1 Approve the closure of the road and clerk to make required arrangements with the Borough Council and traffic management company for the forthcoming Remembrance Sunday Parade 10th November 2024.	2635/24
	13.2 Order two poppy wreaths for laying at the War Memorial & at Calderstones Cemetery.	2636/24
	13.3 Order 40 Lamppost Tommy's and additional red tie fixings.	2637/24
14.	Christmas Lighting	
	It was agreed to add a further three Christmas decorations to the Christmas Lighting arrangements for 2024. Clerk to apply for the lighting column permissions.	2638/24
15.	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 • RVBC Updates • Neighbourhood/Stay In The Know updates/Crime Figures August • Parish and Town Council Survey 2024 • Commissioner's Community Fund open for applications • Lancashire Parish and Town Council Conference will take place on Saturday 2 November 2024 • Consideration of Precept Budget Meeting preparation (verbal)	
	Cllrs were asked to give consideration to funding required for next year's budget ahead of the precept budget meeting to be held in November.	2639/24
	Cllr Allen reported that Whalley Day was well attended.	2640/24
	Cllr Mirfin reported that youths have been setting off fireworks. Liquid Nitrogen cannisters and broken bottles and glasses are being found around the village.	2641/24
	Cllr Ball reported that a tree bough had come down in the churchyard. An inspection by Treeworks consultant has been requested.	2642/24

	WIB will attach their awards to their planters this year.	2643/24
	Cllr Vickers and the Clerk attended the LALC conference in Preston.	2644/24
16.	Next Meeting Date	
	It was resolved to approve the next meeting date of Thursday 17 th October 2024 at 7.30pm to be held at Whalley Old Grammar School.	2645/24

Signed by Chairman:

Date:

Councillor Martin Highton



Mr Peter Agland
Highways District Lead Officer
Highways Operations and Design
Highways and Transport
Lancashire County Council

8th October 2024

Dear Peter Agland,

RE: AH - 75102 Welcome to Whalley Road Sign on Wiswell Lane, Whalley.

We are disappointed to note that, despite previous assurances from LCC regarding support for a welcome sign with illumination and a speed limit sign, this project is not currently being prioritised.

The Parish Council has already agreed to contribute to the cost, and the proposed location is to mark the boundary between Wiswell and Whalley. We would appreciate it if you could provide a projected timeline for when this project might be completed.

As LCC is focusing on critical safety matters, we assume these include addressing unsafe junctions and roads. In light of this, the Parish Council requests a transport review meeting with LCC representatives. The village of Whalley has expanded significantly due to new housing developments, and traffic levels have increased substantially as a result.

One key area of concern, which is why we are keen to progress, is Wiswell Lane, where traffic has surged due to the ongoing occupation of the new housing estate. The road at the boundary has no footpath, is dark and unsafe for pedestrians.

A purpose made branch road from the A671, originally intended as a primary access route to Lawsonsteads estate and Whalley with appropriate traffic control, has yet to be opened. We understand this road will not open until the final house on the development is sold and occupied, but the Parish Council believes this decision is unacceptable. Wiswell Lane was never designed to handle such heavy traffic, is in poor condition, and passes by a school, raising further concerns.

The Parish Council also believe that the exit onto the A671 from Wiswell Lane is substandard and in our opinion unsafe.

Another area of concern is the Sydney Avenue junction onto Accrington Road. The high volume of parked cars severely limits visibility, forcing drivers to edge into oncoming traffic, which presents increasing safety risks. A wider built out footpath from Sydney Avenue into Accrington Road would significantly improve this issue and the 30mph limits should be moved to reduce speed earlier, from at least the industrial units on Accrington Road down into the village.

The informal parking area on Accrington Road should be formalised with line markings and the centre lines realigning with the traffic flow.

Additionally, the roundabout at Station Road, Clitheroe Road, and King Street is problematic due to vehicles parking too close to the roundabout. We believe the double yellow lines in this area should be extended, particularly on Clitheroe Road and clearer road markings are needed to improve safety.

Thank you for your attention to these matters. We look forward to your prompt response and the opportunity to meet and discuss these issues in more detail.

Yours sincerely,

EK Haworth

Liz Haworth
Clerk and Responsible Finance Officer
Whalley Parish Council

c.c. Matt Townsend, Matt Holmes, Cllr Rupert Swarbrick, Cllr Gerald Mirfin.

Local Government Act 1972
Whalley Parish Council
Planning Committee Meeting

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 Thursday 19th September 2024 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 Highton, Cllr Threlfall (Chairman), Cllr Smith, Cllr Vickers. Apologies: Cllr Carlton, Cllr Smith, Cllr Hindle, Cllr Wilkins-Odudu, Cllr Atherton. Present: Liz Haworth (Clerk), 4 members of the public.	
2.	Declaration of Interests	
	There were no 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 Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held on Thursday 15 th August 2024.	
4.	To review and consider the Planning applications received since August 2024 meeting.	
	Planning Applications received for consideration attached. Public Participation at the discretion of the Chairman (5 mins per person) Residents expressed their objections and concerns regarding the application 3/2024/0667 Ground floor Unit 5b Abbey Works King Street Whalley BB7 9SP	Applications for Consultation Emailed to Cllrs

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2024/0424 Received : 24/05/2024	Mitton Road Business Park Mitton Road Whalley BB7 9YE Advertisements Advertisement consent for free-standing business directory sign 3.5m high by 2.7m wide showing list of unit numbers and the name of each business and large M sign on base at the entrance.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/36479 Information Only Emailed for WPC Consultation and Noted at last meeting under correspondence.

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2024/0593 Received : 12/07/2024	19 Abbey Road Whalley BB7 9RP Applications for full consent Proposed demolition of existing lean-to single-storey extension to rear and replacement with larger single-storey extension with a lantern roof. Conversion of double garage to single-storey annex with pitched roof.	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/36646 Emailed for WPC Consultation Noted.
3/2024/0540 Received : 28/06/2024 Registered : 16/08/2024	Macfarlane Dental Practice 33a King Street Whalley BB7 9SP and maisonette 33b King Street Whalley BB7 9SP and ground floor commercial unit 33 King Street Whalley BB7 9SP Applications for full consent Planning permission for change of use of residential unit (33B King Street) to commercial involving i) change of second floor to part of 33A King Street (Dentist) and ii) change of first floor to become part of existing commercial unit on the ground floor.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/36593 Emailed for WPC Consultation Noted.
3/2024/0675 Received : 12/08/2024 Registered : 13/08/2024	Whalley Moor Community Woodland to the North of Fell View Calderstones Park Whalley BB7 9UL Application for tree works Felling of various ash trees due to ash dieback.	David Hewitt	https://webportal.ribblevalley.gov.uk/planningApplication/36728 Information Only
3/2024/0667 Received : 06/08/2024 Registered : 16/08/2024	Ground floor Unit 5b Abbey Works King Street Whalley BB7 9SP Applications for full consent Regularisation of unauthorised change of use to bar and music venue.	Kathryn Hughes	https://webportal.ribblevalley.gov.uk/planningApplication/36720 Emailed for WPC Consultation WPC objects to the application. Inaccurate representation of the application, inadequate building suitability, noise, ASB, fire regs and H & S, and access.
3/2024/0695 Received : 16/08/2024 Registered : 27/08/2024 Committee : 09/09/2024	69 King Street Whalley BB7 9SW Application for tree works in a conservation area Fell pine tree and ash tree.	David Hewitt	https://webportal.ribblevalley.gov.uk/planningApplication/36748 Withdrawn decision

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2024/0581 Received : 08/07/2024 Registered : 04/09/2024	68 Mitton Road Whalley BB7 9RY Applications for full consent Proposed change of use from dwelling to holiday let.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/36634 Emailed for WPC Consultation WPC have concerns over the loss of residential properties to holiday lets.
3/2024/0678 Received : 08/08/2024 Registered : 10/09/2024	10 Manor Road Whalley BB7 9TE Applications for full consent Proposed construction of single-storey outbuilding to rear.	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/36731 Emailed for WPC Consultation Noted.

5.	Reports/Updates/Other	
	Items arisen re planning / correspondence received since the last meeting. Biological Heritage Site - Lamb Roe Cllr Vickers updated that the fence is now completed and a gate for access has been installed at the sit at Dogwood Lane. It has been claimed that the site was going to be rented out for light grazing.	
6.	Next Meeting Dates	
	It was resolved to approve the date of the next meeting on Thursday 17 th October 2024 at 7pm at Whalley Old Grammar School.	

Meeting closed at 7.30pm.

Signed by Chairman:
Councillor John Threlfall

Date:



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 10th July 2024 in the Lower Garden Room, 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	
	Members proposed that Cllr Martin Highton be elected as Chairman of the WWBJBC. The vote was unanimous.	68/24
2.	To Elect a Vice Chairman	
	Members proposed that Cllr Richard Vickers be elected as Vice-Chairman of the WWBJBC. The vote was unanimous.	69/24
3.	Attendance & Apologies	
	Present: Cllr Allen, Cllr Chiappi, Cllr Highton (Chairman), Cllr Threlfall, Cllr Vickers. Apologies: Cllr Carlton, Cllr Heyworth. In Attendance: Liz Haworth, Clerk, Cllr Scholfield.	70/24
4.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	71/24
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 10 th April 2024.	72/24
6.	Cemetery Clean Up Day	
	6.1 To receive an update on the cemetery inspection and maintenance day 26 th June 2024. Ahead of the clean up day many plot holders were written to requesting that their plots be restored in line with Cemetery Policy. Most plots had been attended to removing non-permitted items such as glass items, solar lighting, hanging items on spikes, and items placed outside of the memorial plinth. The plots that had not been attended to were managed by the committee in removing items, respectfully fastening them in marked bags for personal collection. Dead flowers and broken planters were removed, tidying the plots and areas around. There are further plots that require attention and plot holders will be written to requesting that they restore their plots in line with cemetery policy.	73/24

	6.2 It was resolved to approve the next inspection and maintenance day to be held 25 th September 2024 to continue to maintain the burial ground to a high standard.	74/24
7.	Cemetery Information & Rules Policy	
	It was resolved to approve and adopt the reformatted Cemetery Information & Rules Policy with a few minor amendments. This is available on the website https://tinyurl.com/WWBJBCcemeteryPolicy	75/24
8.	Memorial Safety	
	Work on unsafe memorials is underway and repairs will continue throughout the summer. Owners must keep headstones in good repair and safe condition. The Cemetery will seek to recoup reasonable repair costs from grave holders. The Cemetery has the right to remove headstones that are not maintained. See Section 5 of the Cemetery Policy.	76/24
9.	Cemetery Works	
	8.1 The quotation of £2550 to remove the spoil from the bottom of the graveyard was accepted and approved.	77/24
	8.2 The quotation of £4200 to replace the existing path edgings of the lower pathside plots was accepted and approved.	78/24
	The path edgings along the pathside from plots 50 – 102 and PS004-009 will be replaced with new edging stones along with new chippings to replace the damaged edging stones to the existing pathside.	79/24
	The plot holders of this area will be contacted advising them of the works to be completed to return the area to a high standard.	80/24
10.	Memorial Stones and Information Board	
	Members were informed by representatives of Barrow Parish Council that the intention with regard to the Memorial Stones and Information board is to home them in the recently acquired building in Barrow which will serve as a Village Hall.	81/24
11.	Reports by Cllrs & Clerk as INFORMATION only – Not for decision	
	Items arisen, correspondence received since the last meeting for information only, that may result in a future agenda item.	
	A complaint has been received from a new grave plot holder. The clerk will respond as instructed on behalf of the committee.	82/24
	The Committee discussed the role of Funeral Directors acting on behalf of bereaved families engaging on behalf of the cemetery must ensure that all new Grave Holders are in receipt of and understand and accept the terms and conditions of Cemetery Policy at time of procurement. The Burial Grant only permits the Exclusive Rights of Burial and, if purchased, the Right to Erect a Memorial. The plot holders must manage the plots in line with Cemetery Policy as laid out by the Cemetery owners, being Whalley, Wiswell & Barrow Parish Councils. Any area outside of the memorial is owned by the Parish Councils as the Cemetery landowners and as such have powers to act under the Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970; sections 214 and 215 of, and Schedule 26	83/24

	to the Local Government Act 1972; the Local Authorities Cemeteries Order 1977 (SI 1977 No 204) and the Disused Burial Grounds (Amendment) Act 1981.																																																																																																																																																																																																																																																																																																																														
	Grave Holders are routinely sent the Cemetery Policy along with Exclusive Rights of Burial Grant and/or Memorial Grants by the Cemetery once payment is received.							84/24																																																																																																																																																																																																																																																																																																																							
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D/D	02/05/2024		Easyweb	Website Services	(21.96)		(21.96)																																																																																																																																																																																																																																																																																																																								
Bankline	20/05/2024		E Haworth	Salary (& Back Pay £8.78)	(497.78)		(497.78)																																																																																																																																																																																																																																																																																																																								
Bankline	20/05/2024		HMRC	ITE138.20 NIE55.30 ENIE95.40	(288.90)		(288.90)																																																																																																																																																																																																																																																																																																																								
Bankline	20/05/2024		E Haworth	Probate Search re-imbursements	(4.50)		(4.50)																																																																																																																																																																																																																																																																																																																								
Bankline	20/05/2024		E Haworth	Re-imbursement Watering Cans	(19.95)		(19.95)																																																																																																																																																																																																																																																																																																																								
Bankline	20/05/2024		E Haworth	Re-imbursement Stationery	(3.55)		(3.55)																																																																																																																																																																																																																																																																																																																								
Bankline	20/05/2024	457	Abbey Gardening Services	Grounds Maintenance (April)	(540.00)		(540.00)																																																																																																																																																																																																																																																																																																																								
BAC	23/05/2024	160	Brian Price	Young P101	665.00		665.00																																																																																																																																																																																																																																																																																																																								
BAC	23/05/2024	161	Brian Price	Thompson P102	175.00		175.00																																																																																																																																																																																																																																																																																																																								
BAC	31/05/2024	162	Havencare/Clitheroe FS	Hardman CE020	1,545.00		1,545.00																																																																																																																																																																																																																																																																																																																								
BGC	31/05/2024		Reserve Account	Credit Interest		75.60	75.60																																																																																																																																																																																																																																																																																																																								
Movement in Month					1,008.36	75.60	1,083.96																																																																																																																																																																																																																																																																																																																								
Cash Book Balance at START of Month					3,682.95	61,390.76	65,073.71																																																																																																																																																																																																																																																																																																																								
Cash Book Balance at END of Month					4,691.31	61,466.36	66,157.67																																																																																																																																																																																																																																																																																																																								

WWB Joint Burial Committee					Cash Book		JUNE	2024	
Minutes Approved Ref No:									
Chq No.	Date	Inv Ref	Payee / Payer	Description	Current £	Reserve £	Total £		
D/D	03/06/2024		Easy Websites	Website Services	(21.96)		(21.96)		
BAC	14/06/2024		C Holgate Romanov	Barton W68	820.00		820.00		
BAC	19/06/2024		K Fraser	Cockshutt Memorial	30.00		30.00		
BAC	24/06/2024		Wm Alty & Son	Moran 798RC	2,070.00		2,070.00		
Bankline			E Haworth	Salary	(491.29)		(491.29)		
Bankline			HMRC	ITE136.60 NI54.60E ENIE94.19	0.00		0.00		
Bankline			E Haworth	Re-imbusement Stamps	(24.40)		(24.40)		
Bankline			E Haworth	Re-imbusement Ink Cartridges	(71.98)		(71.98)		
Bankline		491	Abbey Gardening Services	Abbey Gardening Services Ltd	(12.00)		(12.00)		
Bankline		488	Abbey Gardening Services	Abbey Gardening Services Ltd (Ma	(552.00)		(552.00)		
Bankline		JM2589	WEF	Room Hire	(20.00)		(20.00)		
Bankline		1121	AER Accountants Limited	Internal Audit	(250.00)		(250.00)		
Bankline		517	David Uttley	Grave Digging Services	(2,460.00)		(2,460.00)		
BAC	27/06/2024		Dignity Langshaws Whalle	Fraser 685RC	2,070.00		2,070.00		
BGC	28/06/2024		Reserve Account	Credit Interest	68.37		68.37		
Movement in Month					1,154.74	0.00	1,154.74		
Cash Book Balance at START of Month					4,691.31	61,466.36	66,157.67		
Cash Book Balance at END of Month					5,846.05	61,466.36	67,312.41		
13. Next Meeting Dates									
It was resolved to approve the next meeting date of Wednesday 9 th October 2024 at 7.00pm at Whalley Old Grammar School.									87/24

Meeting Closed at 8.30pm

Signed by Chairman:
Councillor Martin Highton

Date:

AGENDA ITEM 6 (1 PAGE)

Whalley Parish Council
Approved Minutes Ref No:

Cash Book

OCTOBER 2024

Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	VAT £	Net £
DD	01/10/2025		Easy Web	Website/Email Services	(86.75)			(86.75)	(14.46)	(72.29)
Bankline	21/10/2024		E Haworth	Salary/Expenses/Mileage	(1,182.61)			(1,182.61)		(1,182.61)
Bankline	21/10/2024		HMRC	IT£286 NI£30.56 ENI£92.74	(409.30)			(409.30)		(409.30)
Bankline	21/10/2024		E Haworth	Reimbursement Cable Ties	(16.58)			(16.58)	(2.76)	(13.82)
Bankline	21/10/2024	108072	RBLI	Tommy Lamp Post Signs	(215.98)			(215.98)	(36.00)	(179.98)
Bankline	21/10/2024	602	Abbey Gardening Services Ltd	Parish Churchyard (September)	(418.80)			(418.80)	(69.80)	(349.00)
Bankline	21/10/2024	607	Abbey Gardening Services Ltd	Vale Gardens (September)	(327.60)			(327.60)	(54.60)	(273.00)
Bankline	21/10/2024	171469	RVBC	Temp Road Closure	(47.67)			(47.67)		(47.67)
Bankline	21/10/2024	2E+08	E-On Next	Vale Gardens Electricity	(16.96)			(16.96)		(16.96)
Bankline	21/10/2024	251124-1	SLCC	Membership Renewal	(188.00)			(188.00)		(188.00)
Bankline	21/10/2024	251194-1	SLCC	Principal Member	(9.17)			(9.17)		(9.17)
Bankline	21/10/2024	JM2748	WEF	Room Hire	(28.00)			(28.00)		(28.00)
Bankline	21/10/2024	38	Altham Parish Council	King St SpID	(163.30)			(163.30)		(163.30)
Bankline	21/10/2024	Z3916	Tree Check	Tree Report Parish Churchyard	(300.00)			(300.00)	(50.00)	(250.00)
Movement in Month					(3,410.72)	0.00	0.00	(3,410.72)	(227.62)	(3,183.10)
Cash Book Balance at START of Month					68,854.13	1,095.00	56,705.68	126,654.81		
Cash Book Balance at END of Month					65,443.41	1,095.00	56,705.68	123,244.09		

Bank Reconciliation

	NW Curr £	NW QE2 £	Skipton £	Overall £
Bank Statement Balance at START of month	68,854.13	1,095.00	56,705.68	126,654.81
				0.00
				0.00
Cash Book Balance at START of month	68,854.13	1,095.00	56,705.68	126,654.81

AGENDA ITEM 7.1 (2 PAGES)

Whalley Parish Council Precept Budget 2025/26								
	Actual	Actual	Actual to	Projection	Full Year	Deficit/	Agreed	Proposed
	2022/23	2023/24	30/11/2024	to 31/3/2024	Projection	Underspend	2024/2025	2025/26
	A	B		C	D	E	F	G
					B+C	F-D		
	£	£		£	£	£	£	£
ADMINISTRATION								
Clerk's Salary	12,671	14,010					16,660	
Telephone/Broadband	180	180					180	
Office Rent	520	520					520	
Travel	0	10					320	
Stationery/Admin/ICO	197	156					500	
Website Services	687	815					800	
Computer/IT Security	0	79					0	
Advertising	0	0					350	
Room Hire	338	382					300	
Insurance	1,209	1,173					1,250	
LALC/SLCC/CRE/PNFS Men	817	791					820	
Chairman's Allowance	0	0					100	
Courses/Conferences	490	450					2,000	
Audit Fees	550	670					650	
Bank Charges	0	0					0	
Sub Total	17,659	19,236					24,450	0
MAINTENANCE & SUNDRIES								
Joint Burial Ground	640	0					0	
Churchyard	3,948	7,032					9,400	
Vale Gardens	5,257	3,844					4,025	
Lengthsman	3,833	4,465					4,500	
OGS Grass	0	0						
Bus Shelter	0	0					0	
Other Maintenance	1,624	1,492					2,200	
Sub Total	15,302	16,833					20,125	0
COMMUNITY								
Bench Audit	3,496	2,875					3,000	
Community Project	0	29,350					10,000	
Defibrillator		232						
Grants & donations	2,100	7,030					5,000	
SpID and Highway	0	227					0	
QEII	3,905	27,540					10,000	
Platinum 2022/Kings Coron	3,317	0					0	
War Memorial/Rememberan	100	1,261					1,600	
Xmas Decorations/Lighting	3,732	3,385					2,500	
CCTV	0	575					0	
Sub Total	16,650	72,475					32,100	
TOTAL	49,611	108,544	0	0	0	0	76,675	0
Church Yard £349 per month 2024/25								
Vale Gardens £273 per month 2024/25								
Lengthsman from £12.50 to £13.50 / hour 2024/25								
Year	Band D	Tax Band		Precept				
	Tax £	% Change		£				
2019/2020	21.72	-1.4		36895				
2020/2021	33.42	53.9		58320				
2021/2022	34.6	3.5		60823				
2022/2023	34.84	0.7		61728				
2023/2024	35.29	1.3		64753				
2024/2025	39.69	12.5		75975				

		Year 2024/25				2023/24	Comments
		Actual	Budget	Budget Remaining		Actual	
		to date	Full Year	£	%	Full Year	
		£	£			£	
Income							
	RVBC Precept	76,675	76,675	0	0%	64,753	
	QEII Grants	0		0	0%	19,460	
	Other Grants	5,458		(5,458)	0%	8,978	
	Interest	1,887		(1,887)	0%	693	
	Total Income	<u>84,020</u>	<u>76,675</u>	<u>(7,345)</u>	-10%	<u>93,884</u>	
Expenditure							
Admin	Clerk salary	(9,815)	(16,660)	22%	(6,845)	41%	(14,010)
	Clerk other costs	(435)	(1,020)	1%	(585)	57%	(710)
	Membership & Training	(770)	(2,820)	4%	(2,050)	73%	(1,064)
	Other admin costs	(3,175)	(3,950)	5%	(775)	20%	(3,452)
	Total Admin	<u>(14,195)</u>	<u>(24,450)</u>	32%	<u>(10,255)</u>	42%	<u>(19,236)</u>
Maintenance	Churchyard	(2,635)	(9,400)	12%	(6,765)	72%	(7,032)
	Vale Gardens	(2,560)	(4,025)	5%	(1,465)	36%	(3,843)
	Lengthsman	(4,089)	(4,500)	6%	(412)	9%	(4,465)
	OGS Grass	(245)	(420)	1%	(175)	42%	0
	Other Maintenance	(28)	(1,780)	2%	(1,752)	98%	(950)
	Total Maintenance	<u>(9,557)</u>	<u>(20,125)</u>	26%	<u>(10,568)</u>	53%	<u>(16,290)</u>
Community	Bench Audit	(645)	(3,000)	4%	(2,355)	79%	(2,875)
	Community Projects	0	(10,000)	13%	(10,000)	100%	(28,115)
	Defibrillator	0	0	0%	0	0%	(232)
	Grants & Donations	1,000	(5,000)	7%	(6,000)	120%	(3,780)
	S137 donations	0		0%	0	0%	(3,250)
	SpID	(1,578)	0	0%	1,578	0%	(227)
	QEII project	0	(10,000)	13%	(10,000)	100%	(27,540)
	War Memorial/Remembrance	(241)	(1,600)	2%	(1,359)	85%	(1,262)
	Xmas Lighting	0	(2,500)	3%	(2,500)	100%	(3,015)
	Total Community	<u>(1,464)</u>	<u>(32,100)</u>		<u>(30,636)</u>		<u>(70,296)</u>
Other	Other expenditure	<u>0</u>	<u>0</u>	0%	<u>0</u>	0%	<u>(2,722)</u>
Total Expenditure		<u>(25,216)</u>	<u>(76,675)</u>	100%	<u>(51,459)</u>	67%	<u>(108,544)</u>
"Total Income" less "Total Expenditure"		<u>58,803</u>	<u>0</u>		<u>(58,803)</u>	0%	<u>(14,660)</u>
VAT (incurred net of recovery)		<u>(277)</u>	<u>0</u>		<u>0</u>	0%	<u>(591)</u>
Net movement		<u>58,527</u>	<u>0</u>		<u>(58,803)</u>	0%	<u>(15,251)</u>
Cash Balance - bfwd		<u>64,718</u>	<u>64,718</u>		<u>0</u>	0%	<u>79,969</u>
Cash Balance - cfwd		<u>123,244</u>	<u>64,718</u>		<u>(58,803)</u>	-91%	<u>64,718</u>
		0					

Earmarked Reserves
£10,00 CCTV
£4,000 SpID
£1,095 QEII
£50,000 General Reserves