

Waddington Parish Council

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Meeting of Waddington Parish Council
The Village Club – on April 11th 2017

1. Apologies for absence

Present: Coun Doug Parker, Coun Roy Edmondson, Coun Liz Haworth, Coun John Hilton, Coun Gil Fisher, Coun Paul Elms.

In attendance: Natalie Cox (Clerk to the Parish Council)

2. Minutes of the last meeting to be approved and signed

The minutes of the last meeting were approved and signed by the Chairman Coun Doug Parker.

3. Matters arising from the last meeting (not covered elsewhere on the agenda)

3.1 Neighbourhood Plan

Prior to the meeting NC had sent an email link to councillors concerning the Neighbourhood Plan which has been put together over the past four years by Tosside, Sawley & Bolton-by-Bowland Parish Council. NC has also had some information sent from Newton Parish Council regarding a Housing Survey that they had carried out.

NC is due to meet the clerk of Chatburn Parish Council this week to further discuss the Parish Plan they carried out in 2009.

Action: NC to continue making inquiries regarding Neighbourhood & Parish Plans with a view to a decision being made at a later meeting.

3.2 Play Equipment

NC reported that following an email that had been sent to all parish clerks across the Ribble Valley she now had the names and contact numbers of few companies which have been recommended.

Action: NC to forward the contact details to LH

3.3 Post Office Planter

DP reported that the fingerpost near the post office has been reinstated. NC is continuing to pursue the purchase of the planters.

3.4 Parking Concerns

NC provided a pack containing letters and envelopes to each parish councillor.

3.5 Pavilion

NC has heard back from Neil Dunn at the football club who said the club has minimal equipment stored at the pavilion and it is not insured. However, they do have insurance for players and public liability.

A representative from the cricket club has been in contact while the clerk was on holiday to say they would provide the necessary information in due course.

It was noted that the last electricity bill for the pavilion was for over £100. It was suggested that in due course a representative from Eon attend the pavilion with a member of the parish council to look at the way the electricity is charged in relation to paid meters etc.

It was suggested that either MC or LH take on the role of overseeing the handover between the clubs and in doing so carrying out a site inspection of the premises.

Decision: NC to look back over the past financial year at the cost to the parish council of the pavilion with a view to presenting the parish council with some figures in due course.

Action: NC to draft a letter for both clubs to ensure there is a handover between them and to ensure the building is maintained in a fit state.

Action: NC to pursue the contact from the cricket club.

4. Village maintenance / Allotments / Planning

4.1 Allotment plot 4A

The tenant of plot 4A has sent a written request to the parish council, asking to be kept on the waiting list in case a full allotment comes up in due course.

Decision: It was agreed that the tenant could remain on the waiting list.

4.2 BKVC

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DP reported that the spraying will be carried out by the end of week-commencing 11/4/17.

4.3 Village Clean-Up

Concern was expressed about the blocked drains throughout the village. It was noted that PE is in the process of drafting a letter to the LCC raising concerns in both West Bradford and Waddington.

Decision: It was agreed that a village clean-up take place on Tuesday, June 6th starting at 7pm and meeting at the Higher Buck end of the village.

Action: NC to advertise the clean up through the Clitheroe Advertiser & Times and on the village website.

Action: NC to write to the Post Office and the pubs, together with other organisations which have been entered into the BKV competition, asking them to ensure their grounds and surrounding areas are kept in good order.

Action: NC to ask Alan Boyer at RVBC if there is a possibility of having the village roads swept during the last two weeks on June.

4.4 Planning

4.4.1 3/2017/0309 Demolition of existing extensions and construction of a new single-storey extension to side and rear of existing, rear two-storey outrigger at Carlton Cottage, West View, Clitheroe Road, Waddington, BB7 3HW

The application had been sent to the clerk after the agenda had been issued, however the application was circulated on the night and no one had any objection to it.

Please note: any issues with highways etc. can be reported to Lancashire County Council by using the following "Report It" link: <http://www.lancashire.gov.uk/roads-parking-and-travel/fault-search.aspx>

7. Borough Council Update (agenda item moved forward)

PE reported that there is a consultation exercise underway about changes to the electoral boundaries for RVBC. If this goes ahead Waddington ward would be joined with Bashall Eaves and be represented by one councillor and West Bradford would also be represented by one councillor.

Action: The parish council's response to the consultation will be discussed next month.

5. Accounts

5.1 Expenditure and income updated from 10/3/17 to 31/3/17

<u>Expenditure (items over £100)</u>	Eon	£106.74
<u>Balance:</u>		£12, 491.26

NB For more details about the parish council accounts, please contact the clerk.

5.2 End of financial year – verbal report

NC gave a verbal Finance Report for the y/e 31/03/17 as the formal bank reconciliation had not been received.

The opening balance at 31/3/16 was £8,997.86 and the closing balance on 31/3/17 was £12,491.26. The income over the financial year was £19,728.29 and the expenditure £16,234.89. The overall accounts show a balance of income over expenditure of £3,492.40

Once the final bank reconciliation has been received, the accounts and variances report will be completed and passed to the internal auditor for approval.

A written financial report will be given to the public at the annual meeting next month and the accounts will then be available for public scrutiny.

Decision: The non-audited accounts were approved by the Councillors and it was agreed that the Chairman would sign the papers ready for the accounts to be sent to the external auditors once they have been passed to the satisfaction of the internal auditor.

Decision: In addition to the £5,000 set aside in 2016/17 towards the cost of drainage on the playing fields, it was agreed that a further £1,500 be similarly set aside.

5.3 Annual governance statement (circulated)

Decision: The annual governance statement was agreed by members of the parish council and duly signed by the Chairman.

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5.4 Recreation ground – electricity

See previous discussion at 3.5

6. Correspondence (all for information unless otherwise stated)

6.1 RVBC

6.1.1 Parish Liaison Committee on 30/3/17

JH and DP had attended the meeting as representatives of Waddington Parish Council. JH gave a verbal report of the meeting.

6.1.2 Homewise Press Release

6.1.3 Planning and Development Committee on 13/4/17

6.2 LCC

6.2.1 Twitter Lane TPO

A length of Twitter Lane will be closed from 8am on Tuesday, May 2nd until 5pm on Friday, July 28th.

6.2.2 Draft School Place Provision Strategy to 2019/20

6.3 LALC

6.3.1 The Great Get Together June 17th & 18th

6.4 Resident's letter to LCC & response (circulated)

A letter had been received from Mrs Lowry, of Waddington, who has contacted LCC regarding the state of the potholes along the main road in the village. She has written to the Highways Dept. at LCC and sent the parish council a copy of the response she received. The reply from Mr Peter Mason (Senior Engineer) acknowledged the "deteriorated state" of the road, but went on to say that all planned works for 2017/18 have already been identified and Waddington's main road is not one of them. He added that a decision will be made this summer about which roads will be targeted in 2018/19.

Decision: It was agreed that NC will write to County Coun David Smith and copy Mrs Lowry into the letter asking him to ensure that the work is definitely carried out in 2018/19.

Decision: It was also agreed that a letter be sent to LCC Highways Dept. asking whether in future the parish council could be informed beforehand about any planned or scheduled work that will be taking place to enable the council to provide feedback or pass on any concerns (unless the work is being carried out as part of an emergency response situation). It was agreed that the letter should also ask if LCC has any monies left at the end of the financial year that parish councils are consulted as to where work could be carried out.

7. Borough Council Update

This item was moved up the agenda to precede item 5.

8. AOB

8.1 SPID

8.1.1 Battery

JH reported that an engineer had attended on April 3rd and replaced the battery. To date the SPID has been active for a week. JH has asked councillors to let him know once the SPID is no longer working to enable him to keep a record of the battery life.

8.1.2 Data Management

JH said that the new SPID is able to record data relating to vehicles passing through the village such as average speed, dates etc. however to activate this particular part of the process the council would need to purchase a licence for the software which will cost £350 + VAT.

Decision: JH abstained from voting, but it was unanimously decided to purchase the licence.

Decision: It was agreed to change the speed parameters on the SPID from a minimum of 28 mph to 25 mph.

8.1.3 Second SPID

Decision: It was agreed that DP and JH will site the original SPID on Slaidburn Road from the end of April.

All are very welcome to attend Parish meetings. If you would like to be added to the email distribution list please contact the Clerk, Natalie Cox, at the above address. Thank you.