

Waddington Parish Council

Clerk: Becky Moon

Email: parishclerk@waddington.website

Local Government Act 1972 Meeting of Waddington Parish Council

Monday 12th December 2022 7.30pm at St Helen's Refectory, St Helen's Church, Waddington.

Minutes

Minutes from our meetings are normally reviewed and agreed at the following scheduled meeting and thereafter published to the village website. Draft minutes are usually posted on the village noticeboards and website for expedience before they have been officially approved and signed off at the next WPC meeting.

		Ref no. & Cllrs Proposing & Seconding
1-2.	Introduction, Attendance and Apologies for absence	
	<p>Cllr Rattigan welcomed everyone to the meeting</p> <p>The attendance of Chair - Cllr John Rattigan. In addition, Cllr Roy Edmondson, Cllr Sarah Whitwell and Cllr Cathie Melvin were recorded.</p> <p>Also in attendance were Becky Moon Parish Clerk & RFO, and 4 members of the public.</p> <p>Apologies were received and accepted from Cllr Cox, Cllr Coar, Cllr Harrison.</p>	
3.	Declarations of interest	
	<p>There was one declaration of pecuniary/personal interests received from Councillors in matters identified in the agenda. Cllr Whitwell planning application No: 3/2022/1018</p>	
4.	Public Participation – in person and via email	
	<p>1. Waddington Football Club (WFC) - Representatives from WFC addressed council regarding the proposed lease agreement. The representatives supplied a list of queries and asked council to consider amending the proposed agreement. The Clerk was to contact the club to obtain an electronic copy of the list so it can be circulated to Members. Discussions regarding grass cutting took place and the Football Club were asked to discuss with their members a potential proposal to cut the whole playing fields and/or provide access to the grass cutting equipment in lieu of payment yet to be determined.</p> <p>2. Matter dealt with before the meeting.</p>	

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	<p>3. Coronations Gardens & Benches– No updates received.</p> <p>Chair closed the Public Session</p>	
5.	Minutes of Previous Meeting	
	<p>The accuracy of the Minutes of the previous Waddington Parish Council Meeting held on 14th November 2022 were agreed and signed by the Chair.</p>	<p>12/12/05 Prop. Cllr SW Sec. Cllr RE</p>
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	<p>The Members agreed the Christmas tree lighting went well and to schedule, it was suggested that a PA system may be required next year.</p>	
7.	The Pavilion and Playing Fields	
	<p>1. To receive a verbal update concerning the play equipment repairs. The repairs had not been done at the time of the meeting; the parts are ready for collection by Wicksteeds. The Clerk was asked to contact the contractor to find out when they plan to visit site.</p> <p>2. Boundary fence of the playing fields - Cllr Whitwell informed Members she has completed the grant forms which would also include Coronation Garden works, due to the amount of work required the Council has suggested a different grant be applied for the boundary fence. An expression of interest has also been submitted to Lancashire Environment Fund, the full application to be submitted by 12th January 2023. The available grant would be 75% of the cost therefore further fundraising may be required. It was also considered that there are some unspent grants which would fit the remit for the shortfall.</p> <p>Resolved - Members voted on applying for the Lancashire Environment Fund</p>	<p>12/12/07 Prop. Cllr JR Sec. Cllr RE</p>
8.	Haweswater Aqueduct Resilience Programme (HARP)	
	<p>The response from the Council is now on the LCC website. Cllr Whitwell had no further updates to report.</p>	

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9.	Updates from Committees	
	<p>Staffing committee</p> <p>1. Training costs of new Clerk ILCA</p> <p>a. The Clerk requested the Council pay for ILCA & CILCA training – CILCA in 12 months.</p> <p>b. It was confirmed that the previous Clerk had repaid her CILCA fees.</p> <p>Resolved - Council agreed to pay for ILCA & CILCA training and Clerk agreed to repay if she was to leave the role within 12 months. This will be longer for CILCA. Clerk to clarify whether a membership for SLCC exists for the council or whether it is for individuals. Clerk to also investigate whether current memberships are all worthwhile costs.</p> <p>2. Finance Committee – update by Cllr Rattigan</p> <p>a. Cllr Rattigan confirmed that the invoices to claim the grant for the playground have now been received by RVBC.</p> <p>b. Cllr Whitwell reported update on FiLP application, no further information is required from the Council. Members were informed by Rev. Christopher Wood that there could be a contribution available from a local cycling group towards the project.</p>	<p>12/12/08 Prop. Cllr RE Sec. Cllr SW</p>
10.	Financial Reporting	
	<p>1. The monthly report for the financial year up to 14th November was prepared and circulated by the Responsible Financial Officer, Becky Moon.</p> <p>It was accepted that the Clerk requires time to familiarise herself with Quick Books</p> <p>2. Bank Account – The mandate will be updated to replace the current Clerk. Cllr Harrison, Cllr Coar and Cllr Rattigan will meet to complete the on-line change of information for the bank mandate once.</p> <p>3. RVBC Grass Cutting – Members discussed the increased costs of grass cutting of the playing field. The possibility that the Football Club can assist either cutting grass or providing access to equipment.</p> <p>Resolved - Members agreed not to renew the contract with RVBC if alternative arrangements can be confirmed. Clerk to contact RVBC to confirm the deadline for contract submission for grass cutting in 2023</p>	<p>12/12/10 Prop Cllr JR Sec. Cllr RE</p>

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	<p>3. Grants update - The Bio-diversity grant and local delivery scheme has been applied for. Monies not received at the time of meeting</p>	
11.	Council's Timetable	
	<p>This will be updated and circulated to Councillors.</p> <p>Additions to include the Duck Race, King Charles Coronation and Scarecrow Festival</p>	
12.	Allotments	
	<p>1. To receive and note information about confusion on plot split Cllr Melvin noted there had been confusion about the split of plot 11. Members agreed signage needs to be investigated in early 2023.</p> <p>2. To receive and note update about Plot It was confirmed that some work has been undertaken, Members agreed to continue to monitor the situation.</p> <p>3. Clerk to update allotment payments and confirm with Cllr Melvin if any are required to chase.</p>	
13.	Planning Applications	
	<p>Planning Application No: 3/2022/1018 Grid Ref: 372658 443997 Location: Parsons Croft Slaidburn Road Waddington BB7 3JQ Proposal: Variation of Condition 2 (Plans) of planning application 3/2020/0424. To allow inclusion of two high level windows to the garage. – Objection has been sent and confirmation received. No further information received.</p> <p>Planning Application: LCC/2022/0057 Location: Waddington Fell Quarry, Slaidburn Road, Waddington Proposal: Variation of condition 2 of planning permission 03/06/0095 to allow mineral working to continue until 31 December 2023 and final restoration to be completed by 31 December 2024.- Members were informed that the Clerk had resent the Council's comments to LCC as they had not received them. The LCC representative informed the clerk that there had been repairs to the entrance of the quarry and the road had been cleaned after a site visit. The application is not due to go to panel until January 2023. The Clerk was asked to seek clarification as to what happens as the current planning runs out on 31 December 2022 and inform members before next meeting.</p>	

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14.	Partnership Meetings	
	There was nothing to report	
15.	Waddow Hall/Duke Edinburgh land issues	
	This item is being deferred to the January meeting. Cllr Whitwell has asked to have a meeting with Waddow Hall in advance of any formal meeting but has been unable to contact the manager.	
16.	Matters brought forward by Cllrs/Clerk as INFORMATION only	
	<ol style="list-style-type: none"> 1. Lighting column licences Clerk to investigate, information has been passed over in handover. 2. Electricity supply for Christmas tree estimated usage required Clerk was advised to use previous year's information. Form to be completed by Clerk and sent by 15 December to Electricity NorthWest. Cllr Whitwell to ask Cllr Coar to fit a timer into the electric supply box. 3. Confirm dates for WPC Meetings in 2023 and Finance Committee Meetings Dates were confirmed and will be circulated by the Clerk before January meeting. 4. Defibrillator training - Clerk to hand out training certificates for distribution by Members. Members took known certificates to distribute, however there were some left. It was agreed the Clerk will get addresses for remaining. 5. Data protection. Members & staff were reminded never to disclose information to third parties about past or present councillors or staff independently. All enquiries must be brought to the attention of the council and clerk any reply must come authorised. 6. Members requested for it to be minuted that thanks were due to resident Ronnie Marsden for his invaluable assistance decorating the Christmas tree and at the lighting ceremony. 7. Clerk informed the Members that the kind donation from the Duck Race has been received by Coronation Gardens 8. Members raised concerns about the increase of vehicle and machinery theft in the area. 	

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	Next Meeting Dates	
17.	<p>The following dates were agreed:</p> <p>17.1 Agenda items and Reports for the 9th January 2023 meeting to be submitted to the Clerk – by midday Monday 2nd January 2023.</p> <p>17.2 Next meeting to take place Monday 9th January 2023, 7.30pm at St Helen’s Church Refectory meeting room.</p> <p>The meeting finished at 9.00pm.</p>	

All our Agendas and Minutes together with further information about your Parish Council and its activities can be found online at www.waddington.website

Minutes to be agreed and officially signed by the Chair at the next WPC meeting. In the meantime, these minutes are to be viewed as a Draft and displayed in the noticeboards and on the Waddington Parish Council website.

DRAFT COPY UNTIL AGREED & SIGNED