

Waddington Parish Council

Clerk: Mrs Carol Baird
4 Park Avenue
Clitheroe
Lancashire
BB7 2HW
Tel: 07581 187615
Email: parishclerk@waddington.website

Local Government Act 1972
Meeting of Waddington Parish Council
on Monday 12th July 2021

Members of the Council are hereby summoned to a Meeting of the Parish Council to be held in person on Monday 12th July 2021 at 7:30pm at Waddow Hall Conference Room.



C. Baird (Clerk & RFO)

Agenda

Items for inclusion in the agenda should be submitted to the Clerk seven clear days before the meeting, with sufficient supporting information/reports to be sent by the Clerk to all Councillors 3 clear days before the meeting.

1.	Attendance and Apologies	
	<i>To note attendance and to receive & approve apologies for absence.</i>	
2.	Introduction	
	<i>Chair to welcome Councillors and members of the public. A COVID secure risk assessment has been conducted and measures will be in place. All attendees are requested to wear a face mask on attendance, unless exempt, and to only remove masks when seated at least 2 metres from another. You may choose to wear a mask throughout the meeting. Chair to confirm the practice and procedure for the meeting and set time limits for external speakers.</i>	
3.	Declarations of interest	
	<i>To receive declarations of pecuniary or personal interests in matters identified in the agenda.</i>	
4.	Co-opt new Councillor to vacancy	
	<i>To resolve to co-opt Mrs C Melvin to the current Councillor vacancy arising from the resignation of Councillor Parker.</i>	Application circulated to Cllrs
5.	Haweswater Aqueduct Resilience Programme (HARP)	
	<i>To receive and note an update from Cllr Taylor regarding HARP.</i>	
6.	Public Participation (max 5 mins per person)	
	<i>To adjourn and hear from members of the public wishing to speak at the meeting (non-residents of Waddington to be heard at the discretion of the Chair).</i>	
7.	Minutes of previous Meeting	
	<i>To resolve to confirm accuracy of the Minutes of Waddington Parish Council meeting held on Monday 14th June 21 - to be signed off by the Chair.</i>	Minutes 14th June 2021
8.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	
	<i>None notified.</i>	
9.	Updates from Committees	

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	<i>To receive and note the minutes of the Finance Committee meeting of the 28th June 2021</i>	
10.	Monthly Financial Reporting	
	<i>To receive and note the monthly report prepared and circulated by the Responsible Financial Officer, Mrs Baird.</i>	
11.	Rent Review	
	<i>To review and resolve the appropriate rents for the hire of the playing fields and marquee hire.</i>	
12.	Council's Policy and Procedure	
	<i>To review and consider adaptation of the following policy: Risk Management policy</i>	Policy emailed to Cllrs.
13.	Projects	
	<i>13.1 To review a list of short-, medium- and long-term aspirational projects to be delivered and implemented by the council and volunteer groups. 13.2 To resolve to actively pursue funding opportunities for those considered viable in the short-term category.</i>	As previously circulated to Cllrs
14.	Volunteering in the village	
	<i>14.1 To debate opportunities to enhance community engagement, in particular increasing the number of volunteers taking part in village enhancements and maintenance tasks. 14.2 To consider the potential establishment of a mailing list of volunteers to receive information about community activity inviting volunteers with requisite skills and availability.</i>	
15.	Planning Applications	
	<i>To consider any comments or conditions to be applied in relation to the following Planning Applications:</i> Planning Application No: 3/2021/0589 Location: 90 Regent Street Waddington Clitheroe BB7 3JA Proposal: Proposed demolition of ground floor conservatory and walls. Erection of a two storey and single storey side extension and associated works. Planning Application No: 3/2021/0623 Location: Glebe House, Slaidburn Road, Waddington, Proposal – Application for tree works in a conservation area - T1 Beech Tree located next to the front gate – selective pruning away from the road and wires. Crown lift to 4 metres. Planning Application No: 3/2021/0628 Prospect Villa 69 West Bradford Road Waddington BB7 3JD Proposal: Single storey extension to rear. Planning Application No: 3/2021/0638 1 Cornmill Court Waddington BB7 3HB Proposal: Conversion of garage to living space- applications for full consent	Circulated to Cllrs between meetings for comment

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16.	Partnership Meetings	
	<i>To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates</i>	
17.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	<i>No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.</i>	
18.	Next Meeting dates	
	<p><i>To consider and approve the following dates:</i></p> <p><i>18.1 Draft July minutes to be circulated – by Monday 19th July 2021</i></p> <p><i>18.2 Agenda items and Reports for September meeting to be submitted to Clerk – by midday Monday 6th September.</i></p> <p><i>18.3 Next meeting to take place Monday 13th September 2021, venue/method to be confirmed.</i></p> <p><i>(please note an extraordinary meeting in August may be convened due to the planning application re HARP, details will be posted to our website and noticeboards if that is the case.)</i></p>	

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

Financial Report - Year to Date 2021/2

Waddington Parish Council
For the period ended 8 July 2021

Prepared by

Mrs Carol Baird, Responsible Financial Officer

Prepared on

8 July 2021

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Financial Activities

1 April - 8 July, 2021

	Total
INCOME	
Allotment Income from Tenants	
Reimbursement of skip hire	60.00
Total Allotment Income from Tenants	60.00
Grants secured	
Ribble Valley in Bloom	120.00
Total Grants secured	120.00
Pavilion Income	
Electricity meter takings	2.00
Marquee rental	50.00
Total Pavilion Income	52.00
Playing Fields Income	100.00
Precept	13,500.00
Refunds	150.46
VAT Reclaimed from HMRC	598.18
Total Income	14,580.64
TOTAL	14,580.64
EXPENDITURES	
Allotment Expenditure	
Water charges	61.70
Total Allotment Expenditure	61.70
Audit	
External Audit	48.00
Internal Audit	60.00
Total Audit	108.00
Christmas	
Electricity supply	26.35
Total Christmas	26.35
Coronation Gardens	
Waste Collection	217.20
Total Coronation Gardens	217.20
Donations made by WPC (Sect 137)	38.00
Information Technology	
Software Subscriptions	60.77
Total Information Technology	60.77
Insurance Policy (Annual Fee)	2,376.40
Maintenance	
Cleaning	80.00
Planting	333.96
Total Maintenance	413.96
Office/Admin	
Printer Cartridges	49.98
Printing - External	52.15
Reference Books	51.50
Stationery	77.21

	Total
Total Office/Admin	230.84
Other Professional Services	
CILCA Qualification	410.00
SLCC Subscription	120.00
Total Other Professional Services	530.00
Pavilion	
Electricity supply	120.01
Fire Extinguisher/PAT	122.40
Repair and maintenance	19.00
Water supply	30.27
Total Pavilion	291.68
Payroll Expenses	
Taxes	29.27
Wages	3,084.05
Total Payroll Expenses	3,113.32
Playground	
Repair and maintenance	1,050.00
Total Playground	1,050.00
Training	
Clerk Training	30.00
Total Training	30.00
VAT Paid on Purchases/Services	
VAT reclaimable at 20%	218.80
VAT reclaimable at 5%	4.86
Total VAT Paid on Purchases/Services	223.66
Total Expenditures	8,771.88
NET OPERATING INCOME	5,808.76
NET INCOME/(EXPENDITURE)	£5,808.76

Balance Sheet









As of July 8, 2021

	Total
FIXED ASSET	
Total Fixed Asset	
CASH AT BANK AND IN HAND	
Nat West Account	6,664.96
Total Cash at bank and in hand	6,664.96
NET CURRENT ASSETS	6,664.96
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	
Current Liabilities	
Payroll Liabilities	
HMRC	37.89
Total Payroll Liabilities	37.89
Total Current Liabilities	37.89
Total Creditors: amounts falling due within one year	37.89
NET CURRENT ASSETS (LIABILITIES)	6,627.07
TOTAL ASSETS LESS CURRENT LIABILITIES	6,627.07
TOTAL NET ASSETS (LIABILITIES)	£6,627.07
CHARITY FUNDS	
Opening Balance Equity	6,787.27
Retained Earnings	-5,968.96
Surplus/(Deficit)	5,808.76
Total Charity funds	£6,627.07

Projects

Short, medium and long-term Project Proposals








short-term

 Increase the number & quality of Village Planters	>
 Pavilion/Playground Equipment Maintenance	>
 Speed Reduction Initiatives	>
 Waste Bins - Capacity and Relocation	>
 Lending Library - Design and Location	>
 Footpaths - Gates & Stiles	>
 Repair the Pathways in Coronation Gardens	>
 Playground Soft-Surface Repair	>

medium-term

 Create a Community Orchard	>
 Parish-wide Tree & Hedge Planting	>
 Wildflower Verges/Meadows	>
 Street Furniture & Signage	>
 Waddington Brook (Health & Weirs)	>
 Allotments - Management & Maintenance	>
 Community Garden	>

long-term

 Renew the Pathways in Coronation Gardens	>
 Playground Soft-Surface Renewal	>
 Natural Flood Management (NFM) initiatives	>
 Electric Vehicle Charging Points	>
 Multi-Use Games Area (MUGA)	>
 Village Hall/Meeting Place	>
 Waddington Fell Nature Reserve	>