

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

Monday 13th December 2021 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.	Introduction	
	Cllr Rattigan welcomed Councillors and three members of the public to the meeting. He outlined the order of proceedings and confirmed the Covid secure nature of the meeting. All present wore face masks unless exempt.	
2.	Attendance and Apologies	
	The attendance of Cllrs Edmondson, Sullivan, Bolton, Rattigan, Cox, and Melvin were recorded. Apologies were received from RVBC Cllr Bob Buller. Also in attendance were Carol Baird, Parish Clerk & RFO, and three members of the public; Rev Christopher Wood, Mr Richard Harrison and Mr Alan Coar.	
3.	Declarations of Interest	
	There were no declarations of pecuniary or personal interests received from Councillors in matters identified in the agenda.	
4.	Public Participation	
	There were no items raised by members of the public at this meeting.	
5.	Minutes of previous meeting	
	The accuracy of the Minutes of the previous Waddington Parish Council Meeting held on the 11 th November 2021 were agreed and signed by the Chair.	21/12/005 Prop. Cllr LC Sec. Cllr CS
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	<ul style="list-style-type: none"> Traffic mirror query received regarding 51 West View has been resolved in part as LCC highways will not permit a mirror. Clerk to contact resident to pursue further help/advice on this matter. The Defibrillator on The Square is currently out of order. Cllr Rattigan has contacted the manufacturer and the Clerk is investigating repair of the AED or a grant for replacement asap. All those agencies associated with the defibrillator including 	

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	<p>North West Ambulance Service have been notified, and a notice displayed on the AED. The nearest alternative AED is at the back of Waddington Village Club.</p> <ul style="list-style-type: none"> • The Broadband query about improved broadband on West Bradford Road has been resolved by the Clerk by supplying further information to the Parishioner. • Thanks were given to Cllr Edmondson for taking down the lamppost poppies. • Thanks were given to Cllr Bolton for organising the buying, setting up and lighting of the village Christmas tree in tricky weather conditions. A timer for the lights was deemed as not being necessary this year, as the expenditure on the light's electricity bill was minimal. • WPC is now subscribed to the ICO to fulfil GDPR requirements. 	
7.	Co-option of new WPC Councillor	
	<p>WPC received Councillor co-option applications from Mr Richard Harrison and Mr Alan Coar. Each candidate was given five minutes alone with the Councillors to discuss the position. The candidates and members of the public left the room and a vote was conducted. Mr Richard Harrison was selected and accepted the position, signed the associated paperwork and stayed for the remainder of the meeting. Clerk to inform RVBC of the result.</p> <p>It was deemed as very important for Councillors to keep Mr Alan Coar involved in WPC matters. Mr Alan Coar was invited to take part in a working party committee specifically regarding the allotments.</p>	21/12/07 Prop. Cllr JR Sec. Cllr LC
8.	Haweswater Aqueduct Resilience Programme	
	<p>Cllr Rattigan provided a verbal update on HARP. The latest news is still the same; the planning applications are still at consultation stage and awaiting additional information.</p> <p>A Mailchimp email was issued to over 200 subscribers to HARP updates, informing them and also making them aware of the recent drilling activity.</p>	
9.	Updates from Committees	
	<p>Staff Committee 9.1 The Clerk and Public had to leave the meeting for this Agenda item The staff meeting report from 3/12/21 was received and noted.</p> <p>Finance Committee 9.2 The Harold and Alice Bridges Charity report by Cllr Rattigan was received and noted. The £1000 grant to be spent on the cleaning/re-decorating of the Pavilion was discussed and it was decided to defer decision making until the New Year. The Football Club and Cricket Club are to be contacted to ask if they want to be involved in these discussions.</p> <p>9.2 Cllr Rattigan gave a verbal update on the latest communication from HMRC regarding a VAT matter raised with HMRC following an WPC internal finance review. WPC are now awaiting a final decision on</p>	

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	<p>the outcome of the investigation by HMRC.</p> <p>9.3 Proposal for WPC Business Plan by Cllr Rattigan. This was received and noted. It was decided to canvass the opinions of Parishioners about items they would want included in a WPC business plan.</p> <p>Cllr Cox offered to write a proposal of text for a draft newsletter to be sent to all Parishioners in the New Year to increase awareness of WPC, its Councillors, and how the Parishioners can get involved in putting their ideas forward for the business plan. This will also include thoughts on how the Parishioners want to celebrate the Queen's Platinum Jubilee.</p>	<p>21/12/9.3 WPC Business plan Prop. Cllr JR Sec. Cllr CS</p>
10.	Monthly Financial Reporting	
	The monthly finance report was circulated to Council, received, and noted. There were no questions.	
11.	Council's Policy Documents	
	It was noted that the Clerks contract of employment is being updated and will be on the agenda, along with employment related WPC Policy documents, for meetings in the New Year.	
12.	Allotments	
	<p>The Alms Houses Waddington Hospital Trust owns the allotment land and John Pallister & Son acts as the land agent between the Alms Houses Trust and WPC who manage the allotments. A new WPC tenancy agreement is being co-ordinated by John Pallister Land Agents.</p> <p>Cllr Cox had reviewed the existing WPC allotment holder tenancy agreement and the contracts at other Parish Councils for comparison. Cllr Cox to suggest a new contract at the next WPC meeting.</p> <p>The Clerk agreed to update the database of current allotment holders and to have a separate working party meeting, including a visit to the allotments, with Cllr Melvin and Mr Alan Coar to look at the best way forward to manage the allotments and put a proposal to the next WPC meeting.</p>	
13.	Preparations for the Queen's Platinum Jubilee 2-5th June 2022	
	Cllr Sullivan informed the meeting that businesses in the village had not yet drawn up any plans for this event. The Clerk informed the meeting that the Duck Race Committee had not yet made their plans and Cllr Melvin suggested that they would probably want to have this event outside of these dates. It was decided to postpone any decision making until the next WPC meeting in 2022.	

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14.	Planning Applications	
	It was resolved to provide a response in relation to the following Planning Application: 3/2021/1195 19/11/2021 43 Waddow View Waddington BB7 3HJ The Clerk is to submit a response, written on behalf of WPC, to the planning department at RVBC, following circulation to the Councillors.	21/12/014 Prop. Cllr JR Sec. Cllr SB
15.	Updates from Partnership Meetings	
	Cllr Rattigan gave an update from the latest Parish Council Liaison meeting - confirmation of the receipt of a £500 grant from RVBC to be spent on Waddington parish celebrations for the Queen's Platinum Jubilee.	
16.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	<p>16.1 Theft of Cenotaph Light – Cllr Edmondson updated that the theft had been reported to the police. A new light has been purchased by Cllr Edmondson and it will be secured in future years by a more substantial lock to prevent theft.</p> <p>16.2 Country Kitchen Café building – Cllr Edmondson gave an update. WPC have received several complaints from villagers about the empty Country Kitchen Café. The owners of the building; the Masonic Lodge have received assurances from the tenant that the building will be open by Christmas.</p> <p>16.3 Cycle Lane – The Clerk confirmed this issue has been raised with the Sustainability Transport team at LCC and is awaiting feedback.</p> <p>16.4 Path flooding by the school – LCC Highways have stated that the path is privately owned and will not be maintained or repaired by LCC. Cllr Bolton offered to speak with the landowners to get more history about the path to seek a way forward.</p> <p>16.5 Signage issues – Councillors agreed to divide up a map of the parish at the next meeting and to each take responsibility for reporting signage issues for their allocated area. This will involve identifying signage which is obscured/damaged/needs adjusting and logging it with the Clerk, who can report it to LCC.</p>	
17.	Next Meeting Dates	
	The following dates were considered and approved: 17.1 Agenda items and Reports for the January meeting to be submitted to the Clerk by midday Monday 3 rd January 22. 17.2 Next meeting to take place Monday 10 th January 22, 7.30pm. at St Helen's Refectory, St Helen's Church, Waddington. The meeting closed at 10.07pm.	

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 signed by the Chair at the meeting in January 2021.

www.waddington.website/parishcouncil

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