

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

Members of the Council are hereby summoned to a Meeting of the Parish Council to be held in person on Monday 14th February 2022 at 7:30pm in the Refectory meeting room at St Helen's church Waddington (entrance by the stocks at the door at the side of the church)



C. Baird (Clerk & RFO)

Agenda

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

ALL ATTENDEES ARE ASKED TO TAKE A LATERAL FLOW TEST 12HRS BEFORE ATTENDING. A COVID secure venue risk assessment has been conducted. 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.

| 1. | Introduction | Attachments |
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| | <i>Chair to welcome Councillors and members of the public, and to explain the process for any public participation at point 4 on the Agenda.</i> | |
| 2. | Attendance and Apologies | |
| | <i>To note attendance and to receive and approve apologies for absence.</i> | |
| 3. | Declarations of interest | |
| | <i>To receive declarations of pecuniary or personal interests in matters identified in the agenda.</i> | |
| 4. | 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> | |
| 5. | Minutes of previous Meeting | |
| | <i>To resolve to confirm accuracy of the Minutes of Waddington Parish Council meeting held on Monday 13th December 21 - to be signed off by the Chair.</i> | <i>Draft minutes of Dec. meeting</i> |
| 6. | Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda) | |
| | <ul style="list-style-type: none"> • Defibrillator update – a loan device has now been installed in the telephone kiosk whilst the original device is being analysed. • Waddow Grove blocked gullies – reported and visited by LCC | |

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| 7. | Waddington Parish Council Leaflet/Flyer | |
| | <i>To receive and note the advice of Sara Edmondson on how to write, produce and print a leaflet publicising the Parish Council to Waddington residents via a leaflet/flyer. Distribution to be agreed.</i> | <i>S.Edmondson accepted invite to attend mtg.</i> |
| 8. | Haweswater Aqueduct Resilience Programme (HARP) | |
| | <i>To receive and note a verbal update on HARP by Cllr Rattigan.</i> | |
| 9. | Updates from Committees | |
| | <p>Staff Committee 9.1 <i>To receive and note the staff report by Cllr Rattigan.</i> 9.2 <i>To receive, note, and sign the new staff contract for the Clerk.</i> 9.3 <i>To receive, note and vote on proposed additional paid tasks for the Clerk over and above the 6 hours a week paid currently.</i></p> <p>Finance Committee 9.4 <i>To note and vote on a proposed solution to the School Path hedge issue – verbal update on visits and quotation received by Clerk Carol Baird.</i> 9.5 <i>Update on the outcome of the self-referral VAT matter.</i> 9.6 <i>Date for next Finance Committee meeting to be agreed and for a new Councillor to volunteer to fill the current vacancy.</i></p> | <i>Staff meeting report and contract circulated to Councillors.</i> |
| 10. | Monthly Financial Reporting | |
| | <i>To receive and note the monthly report prepared and circulated by the Responsible Financial Officer, Carol Baird.</i> | <i>Monthly report circulated on 14/02/22</i> |
| 11. | Council's Policy Documents | |
| | <i>Proposal for the RVBC policy on Handling Intimidation to be adopted by WPC.</i> | <i>RVBC policy circulated to Councillors</i> |
| 12. | Allotments | |
| | <p><i>To receive and note the Allotment report prepared by Cllr Rattigan.</i> <i>To receive and note the verbal and photographic report prepared by Clerk Carol Baird following the allotment visit by Cllrs Rattigan and Melvin.</i> <i>To receive and note the draft Tenancy Agreement contract prepared by Cllr Cox.</i></p> <p><i>Rev Christopher Wood, an Alms Houses Trustee, has been invited to provide information relating to a potential Community Orchard and the involvement of WPC.</i></p> | <i>Allotment report and draft Tenancy Agreement circulated to Councillors</i> |
| 13. | Lancashire Best Kept Village Competition 2022 | |
| | <i>To receive and note the application form for the BKVC and to discuss a working party to plan and prepare for the Waddington entry if agreed.</i> <i>To note two opportunities to attend a BKVC meeting to help to prepare for the entry; Wed 9th March 7.30pm Barton village Hall or Tues 22nd March 2pm Salmesbury Memorial Hall.</i> | <i>BKVC information circulated to Councillors</i> |

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| 14. | Preparations for the Queen's Platinum Jubilee 2-5th June 2022 | |
| | <i>To receive and note a verbal update from Clerk Carol Baird. To decide on a date for a Waddington Resident Consultation meeting.</i> | |
| 15. | Planning Applications | |
| | <p>3/2021/1294 Dated 05/01/2022 Development Address: Twitter Bridge Farm Barn, Twitter Bridge Farm, Twitter Lane Waddington BB7 3LL Discharge of Condition 6 (Bat Boxes) of application 3/2018/0750.</p> <p>3/2022/0033 Dated 06/01/2022 Development Address: 95 Rowan Avenue Shireburn Park Edisford Road Waddington BB7 3LB Goat Willow at the rear of plot 95. Crown clean and side reduction to the North side to reduce the weight on the unions. Application for tree works</p> <p>3/2022/0076 Dated 07/02/2022 Development Address: The Old Tannery, Edisford Rd, Waddington. Proposed single storey garden room to the rear.</p> <p>'School Keep Clear' road markings.</p> | <i>Circulated to Cllrs between meetings for comment</i> |
| 16. | Partnership Meetings | |
| | <p><i>To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.</i></p> <ul style="list-style-type: none"> - Invitation for Councillors to attend LCC Highways meeting 19/03/22 - 'Who is Who' at RVBC | <i>Information and invitations circulated to Councillors</i> |
| 17. | Matters brought forward by Cllrs & Clerk as INFORMATION only | |
| | <p><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></p> <ul style="list-style-type: none"> - Helicopter landing of HRH Duke and Duchess of Cambridge on Waddington Playing fields 20/1/22-Cllr Rattigan - Broken gate on the Croft, Edisford Rd exit, across from the Tannery -Cllr Rattigan - Escaping hens onto play area on Twitter Lane playing field-Cllr Rattigan - Broken glass incident on Clitheroe Rd/Waddow view junction-Cllr Rattigan - Survey on Electric car clubs in the community-Cllr Rattigan | |

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| | <ul style="list-style-type: none"> - Country Kitchen Café-Clerk CB <p><i>The following items have been deferred to subsequent Agendas:</i></p> <ul style="list-style-type: none"> - WPC Business Plan - Pavilion grants update – and how monies should be spent - Dog Bin update from RVBC - Grit Bins – location, state of them, filling issues etc - Division of Waddington Parish into areas to report signage issues - Waddington-Clitheroe cycle lane - Noticeboard for St Helen’s refectory - Record of Council assets - Record of Council land ownership - Playground sealing of play surface - 20mph village speed limit - Village tidy up and specific projects - Community events – Easter, Duck Race, Queens Platinum Jubilee, Remembrance Sunday, Halloween, Christmas Tree. | |
| 18. | Next Meeting dates | |
| | <p><i>To consider and approve the following dates:</i></p> <p>18.1 Revised meeting dates for 2022</p> <p>18.2 Agenda items and Reports for March meeting to be submitted to the Clerk – by midday Monday 7th March 22.</p> <p>18.3 Next meeting to take place Monday 14th March 2022, 7.30pm at St Helen’s church Refectory meeting room.</p> | <p><i>Revised mtg dates for 2022 circulated</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