

Waddington Parish Council

Clerk: Becky Moon

Email: parishclerk@waddington.website

Local Government Act 1972 Meeting of Waddington Parish Council

Monday 9th January 2023 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, Cllr Liz Cox were recorded.</p> <p>Also in attendance were Becky Moon Parish Clerk & RFO, and 2 members of the public and Police Sgt Hall and PCSO Day.</p> <p>Apologies were received and accepted from Cllr Coar, Cllr Harrison</p>	
3.	Declarations of interest	
	There was no declaration of pecuniary/personal interests received	
4.	Public Participation – in person and via email	
	<ol style="list-style-type: none"> 1. Sgt Hall and his colleague attended the meeting to introduce themselves, they gave a brief update on the changes in the policing model in the area of the response and neighbourhood teams structures which should improve the response times to reports without impact on day-to-day neighbourhood policing. They encouraged residents to report any intelligence online to ensure the best use of any information. 2. A resident voiced his interest in encouraging the continuation of the Duck Race but voiced concern that more volunteers would be required for it to be a successful event. 	

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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 12th December 2022 were agreed and signed by the Chair.</p>	<p>09/01/05 Prop. Cllr RE Sec. Cllr SB</p>
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	<p>The clerk confirmed that the precept form was hand delivered to RVBC before the deadline. The Clerk confirm receipt of the remittance has been received from RVBC for the playground equipment grant submitted in December.</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 again 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 a draft submission 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 would be used in part for fencing in the summer and hedge planting in the winter along with works in The Coronation Gardens.</p> <p>3. To consider and approve action regarding queries submitted by Waddington Football Club about the new lease agreement. The Chair had amended the agreement in line with some of the queries highlighted by Waddington Football Club. The Clerk was asked to send the agreement to WFC</p>	

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	<p>4. To consider further action required with Land Registry Members were informed that the land needs to be registered to WPC.</p> <p>RESOLVED – Clerk to register the land. Council agreed budget of up to £100 for any fees registering the land.</p>	<p>09/01/04.4 Prop JR 2nd RE</p>
<p>8.</p>	<p>Haweswater Aqueduct Resilience Programme (HARP)</p>	
	<p>The response from the Council is now on the LCC website. Cllr Whitwell had no further updates to report.</p> <p>Members recognised the approval of planning LCC/2021/0015 had been passed in December and Planning LCC/2022/0057 was awaiting after being pushed until January 2023.</p> <p>Members discussed concerns that the fell road urgently requires repairs due to heavy traffic.</p>	
<p>9.</p>	<p>Updates from Committees</p>	
	<p>1. Staffing Committee</p> <p>a. To consider the needs of the Parish in employing a Lengthsman. Members discussed the need for a Lengthsman for the Parish, and that the Lengthsman would ideally be self-employed. Cllr Cox was asked to create a job description for the role. It was discussed that a contract running April-November at probably no more than 28 hours per month. Members will ask within the community to check whether there would be anyone interested.</p> <p>b. SLCC Membership for Clerk Clerk confirmed that the SLCC is individual membership, it needs clarifying how much is left on the current membership.</p> <p>Clerk to contact SLCC and transfer any remaining membership from previous clerk to her membership.</p> <p>2. Finance Committee – update by Cllr Rattigan</p> <p>a. Purchase of laptop for Clerk Cllr Rattigan explained the Clerk has been using the previous Clerk’s laptop and it will need to be returned. Members were asked to consider the purchase of a laptop for the Clerk.</p>	

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	<p>RESOLVED - It was decided the Clerk should research a suitable laptop for the next meeting.</p> <p>b. The Clerk informed the Members she may not have the space to keep the Parish printer (bought in Oct 2022). Members were asked to consider what action should be taken if space is not available, to be discussed in next meeting.</p>	<p>09/01/09/2 Prop LC 2nd SW</p>
<p>10.</p>	<p>Financial Reporting</p>	
	<p>1. The monthly report for the financial year up to 9th January was prepared and circulated by the Responsible Financial Officer, Becky Moon.</p> <p>It was accepted that the Clerk is still familiarising herself with Quick Books previously used and how a more standard bookkeeping method will start to be used. How at the moment QuickBooks and the bank account are currently disconnected.</p> <p>2. Bank Account – Bank statement total is £8,118.42 as at 30 Dec 2022</p> <p>Cllrs Rattigan, Coar & Harrison along with the clerk have all been added to the change of mandate but the status is not clear on the progress.</p> <p>The Clerk is to visit the local NatWest branch to see if updates on the mandate change is going through.</p> <p>3. To receive and note an update concerning the VAT claim for the play area surface and repair invoices This is ongoing with Clerk.</p> <p>4. Invoices received The Christmas tree invoice £450.00 has been received, Clerk to arrange cheque payment.</p> <p>5. To receive and note an update regarding the grass-cutting invoice from RVBC. – Clerk awaiting a reply from RVBC email has been sent, to follow up this week.</p> <p>6. To receive and note an update on income applied for since the last meeting; Biodiversity grant and Local Delivery Scheme. The Clerk was asked to contact LCC and chase the payment promised in October 2022 RVBC grant towards playground repairs. Remittance received.</p>	

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11.	Council's Timetable	
	<p>This was updated and circulated to Councillors.</p> <p>Planters to be added in May</p>	
12.	Parish Events 2023	
	<p>To discuss and resolve actions and level of Parish Council involvement in the organisation of parish events</p> <p>1. Duck Race Members discussed the concerns of not having enough volunteers. It was also noted that funds for upfront costs will be required. Feelers to be put out for interested residents who may wish to volunteer to organise. The Council was concerned that the Duck Race may never run again if not run this year.</p> <p>Council will include the Duck Race & Scare Crow Festival in the Parish newsletter which will be sent out before March.</p> <p>2. King's Coronation Celebrations Members noted the Coronation is on 6th May 2023 (no times confirmed) and the Bank Holiday is on 8th May 2023. It was noted that the weather would need to be considered when deciding on any event. It was noted that if bunting is to be used consent from LCC will need to be attained. Ideas such as raised beds in the Coronation Garden, speaking to Waddington School or a Parish nature trail. Members were asked to consider ideas to be brought to the meeting in February.</p> <p>The Clerk was asked to contact Waddow Hall to see whether they would be having a beacon lighting and what event they may be doing and if the Parish could be involved in. Cllr Melvin to find out what Waddington Club has planned.</p> <p>3. Scare Crow Festival A theme needs to be decided.</p>	
13.	Allotments	
	<p>1. Cllr Melvin will give the Clerk a tour before the February meeting and will also discuss the signage required.</p>	
14.	Planning Applications	
	<p>Planning Application No: 3/2022/1018 Grid Ref: 372658 443997 Location: Parsons Croft Slaidburn Road Waddington BB7 3JQ</p>	

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	<p>Proposal: Variation of Condition 2 (Plans) of planning application 3/2020/0424. To allow inclusion of two high level windows to the garage. – Application has been approved</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.-</p> <p>The Clerk contacted LCC in December as to whether the quarrying would cease after 31st December as planning meeting would not be held until 18th January the reply stated that LCC would not expect them to stop nor would enforcement be undertaken, that they would wait for a decision.</p> <p>Planning Application No: 3/2022/1138 Grid Ref: 372478 445812 Proposal: Proposed two storey and single storey extension to rear. Previously approved under 3/2021/0698. Location: Cuttock Clough Farm Mill Lane Waddington BB7 3JJ No comments or actions to be taken</p> <p>Planning Application No: 3/2022/1144 Grid Ref: 372931 443805 Proposal: Application for Listed Building Consent for proposed external and internal alterations including the replacement of a conservatory with a new extension. Resubmission of 3/2022/0889. Location: Waddington Hall Clitheroe Road Waddington BB7 3HP No comments or actions to be taken</p> <p>Planning Application No: 3/2022/1143 Grid Ref: 372931 443805 Proposal: Proposed external and internal alterations including the replacement of a conservatory with a new extension. Resubmission of 3/2022/0839. Location: Waddington Hall Clitheroe Road Waddington BB7 3HP No comments or actions to be taken</p>	
15.	Partnership Meetings	
	There was nothing to report	

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16.	Waddow Hall/Duke Edinburgh land issues	
	<p>This item is being deferred to the February 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. Cllr Whitwell is going to contact NFU and The Duke of Edinburgh Award Scheme.</p>	
17.	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. Confirm dates for WPC Committee Meetings Dates are to be 17th April 6.30pm and October. 3. Parish Website and Email The Clerk asked Members to consider the possibility of creating a new Parish Council website with an external company which hosts a number of Parish websites around the area. There is an ongoing problem with the Parish Clerk's emails being blocked by other local government departments. In addition, the website address does not comply with regulations with regard to the web address, there also may be accessibility issues, and the current one is quite slow. The Clerk will circulate information to Members before the next meeting and will add it to the agenda for discussion in February. Members were informed that it is expected that the council will soon need to pay for hosting after a graced period. 4. Luncheon club email from RVBC The Clerk was asked to contact a resident to ascertain whether there would be any interest and use in the RVBC funding. 5. The Clerk was asked to investigate previous monthly payments to Adobe. 6. Cllr Whitwell informed members she has a meeting about the Orchard with Land Agents J Pallister and Mr Parker and will report back in the February meeting. 	
	Next Meeting Dates	
18.	<p>The following dates were agreed:</p> <p>17.1 Agenda items and Reports for the 13th February 2023 meeting to be submitted to the Clerk – by midday Monday 6th February 2023.</p> <p>17.2 Next meeting to take place Monday 13th February 2023, 7.30pm at St Helen's Church Refectory meeting room.</p> <p>The meeting finished at 9.25pm.</p>	

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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.