

Waddington Parish Council

Clerk Becky Moon

www.waddingtonparishcouncil.org.uk

clerk@waddingtonparishcouncil.org.uk

Local Government Act 1972 Meeting of Waddington Parish Council

Monday 17TH April 2023 at 7:30pm
in the Refectory meeting room at St Helen's Church Waddington

R. Moon (Clerk & RFO)

Minutes

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.

1.	Introduction	Attachments
	<p>Chair to welcome Councillors and members of the public, and to explain the process for any public participation at Agenda point 4.</p> <p>The Chair proposed the motion to bring forward items 12 & 13 to the Public participation section.</p> <p>RESOLVED - Members voted to cancel Standing Order 3F to allow members of the public to contribute and enact Standing Order 10AX to extend the time limit the public can speak.</p>	
2.	Attendance and Apologies for absence	
	<p>To note attendance and to receive and approve apologies for absence.</p> <p>The attendance of Chair - Cllr John Rattigan. In addition, Cllr Roy Edmondson, Cllr Richard Harrison, Cllr Cathie Melvin, Cllr Richard Harrison, Cllr Sarah Whitwell were recorded.</p> <p>Also in attendance were Becky Moon Parish Clerk & RFO, and 3 members of the public.</p> <p>Apologies were received and accepted from Cllr Alan Coar & Cllr Liz Cox</p>	
3.	Declarations of interest	
	<p>To receive declarations of pecuniary or personal interests in matters identified in the agenda.</p> <p>None were received</p>	

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4. Public Participation (max 5 mins per person)	
<p>To adjourn and hear from members of the public wishing to speak at the meeting (Waddington non-residents to be heard at the Chair's discretion.)</p> <ol style="list-style-type: none"> 1. Coronation Gardens projects update – by volunteers if in attendance A Coronation Garden volunteer asked Member for an update to the grant funding Lancashire Environmental Fund. The volunteer was update by Cllr Whitwell. It is hoped the funding will be in place by July/August 2023. It was noted the funding is 75% of the monies required for the project. I was suggested that the Coronation Garden Volunteer group and members of the council could meet to discuss what actions are required. Further options to raise the remaining 25% would be raised. 2. Keep Waddington Tidy Coronation Gardens had organise groups of volunteers. Members discussed the set up for the event on May 8th. It was noted that the event was published on the village Facebook page, website and newsletter. The run of the event was discussed. 3. The Duck Race No update was given 4. Scarecrow Festival No Update 5. The Fun Day Members discussed a similar format to last year, Cllr Rattigan to obtain quotes for stalls <p>Public participation from people present at the meeting.</p>	
5. Minutes of previous Meeting	
<p>To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 13th March 2023 - to be signed off by the Chair.</p> <p>RESOLVED – Member agreed and voted to accept the minutes</p>	
6. Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	
<p>Signage on the allotment</p> <p>The Clerk confirmed the sign on the gate of the allotments has been installed</p>	

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7.	The Pavilion and Playing Fields	
	<p>1.To receive a verbal update concerning the play equipment and discuss and resolve replacement of roundabout.</p> <p>1.1 Members were informed that the unsafe roundabout had been remove tyres and stones have been fitted around as a temporary measure a remaining cemented. Cllr Rattigan to visit the ground and check the post left after the removal. Cllr Harrison had sourced quotes for replacements which exceeded any available contingency budget, Members deferred further discussion and consider if grant funding would be available.</p> <p>2.To receive and note a verbal update re the playing fields boundary fence.</p> <p>2.1 Members discussed that the fencing will need to be done in the summer and hedge planting in the winter months</p> <p>3. Update regarding the Waddington Football Club agreement.</p> <p>3.1 The Clerk confirmed payment had been received.</p>	
8.	Haweswater Aqueduct Resilience Programme (HARP)	
	<p>To receive and note any updates.</p> <p>The planning application was voted through by RVBC. The application to the Secretary of State has been submitted. Cllr Rattigan to supply information for the website update.</p>	
9.	Updates from Committees	
	<p>Staff Committee – update by Cllr Rattigan</p> <p>1. Update on Lengthsman job</p> <p>RESOLVED – Member voted to employ the services of Christopher Walton. The Clerk was instructed to contact him within the week.</p> <p>2. Clerk contract. The Clerk was asked to leave the meeting whilst Members discussed the contact. Minutes were taken by Cllr Rattigan.</p> <p>RESOLVED – to accept the contract to be sent to the Clerk for signing.</p> <p>Finance Committee – update by Cllr Rattigan</p>	

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	<p>Meeting was held at 7pm 17th April 2023. The Members were given an overview by Cllr Rattigan.</p> <p>RESOLVED – Finance accounts accepted by members and proceed to internal auditor.</p>																															
<p>10.</p>	<p>Financial Reporting</p>																															
	<p>By the Responsible Financial Officer:</p> <ol style="list-style-type: none"> 1. To receive and note the monthly report of finances for y/e 31/03/23 Bank balance as at 31st March £4,911.99 2. To receive and note an update on the WPC bank account mandate. No given 3. To receive and note an update concerning the VAT claim for the play area surface invoice Ongoing 4. Expenditure to be approved March 2023 <table data-bbox="252 1167 1145 1375" style="margin-left: 40px;"> <tr> <td>Easy Websites</td> <td>Direct Debit</td> <td>£27.60</td> </tr> <tr> <td>Intuit</td> <td>Direct Debit</td> <td>£46.80</td> </tr> <tr> <td>United Utilities</td> <td>Direct Debit</td> <td>ACCOUNT IN CREDIT</td> </tr> <tr> <td>David Capstick -</td> <td></td> <td>£40.00</td> </tr> <tr> <td>Ribble Valley Signs</td> <td></td> <td>£70.00</td> </tr> <tr> <td>RVBC</td> <td></td> <td>£258.70</td> </tr> </table> <p>RESOLVED – Member voted to pay the invoices above. LALC and N Power are disputed.</p> <table data-bbox="252 1518 1145 1621" style="margin-left: 40px;"> <tr> <td>LALC MEMBERSHIP</td> <td></td> <td>£201.70</td> </tr> <tr> <td colspan="3">On Hold further research as to the usefulness of the membership</td> </tr> </table> <p>Disputed</p> <table data-bbox="252 1693 1107 1765" style="margin-left: 40px;"> <tr> <td>NPower – Christmas Lights</td> <td>Invoice</td> <td>£5.54</td> </tr> <tr> <td>NPower – Christmas Lights</td> <td>Invoice</td> <td>£4.26</td> </tr> </table> <ol style="list-style-type: none"> 5. Precept payment The Clerk confirmed that the precept payment had been received. 6. Quickbooks – The Clerk advised Member of the opinion the Parish can work without Quick Books moving forward. 	Easy Websites	Direct Debit	£27.60	Intuit	Direct Debit	£46.80	United Utilities	Direct Debit	ACCOUNT IN CREDIT	David Capstick -		£40.00	Ribble Valley Signs		£70.00	RVBC		£258.70	LALC MEMBERSHIP		£201.70	On Hold further research as to the usefulness of the membership			NPower – Christmas Lights	Invoice	£5.54	NPower – Christmas Lights	Invoice	£4.26	<p>Monthly financial report to be circulated before the mtg</p>
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	<p>RESOLVED – Members voted and agreed that the subscription for QuickBooks should be cancelled when the Clerk has set up the new excel and HMRC payment system.</p> <p>7. Purchase of paper and ink for Clerk.</p> <p>RESOLVED – Members agreed the Clerk can purchase paper and ink up to £20</p>	
11. Council’s Timetable		
	The WPC Timetable has been revised and circulated as required.	Timetable to be circulated
12. Keep Waddington Tidy		
	Update regarding the ‘Big Help Out’ volunteer day 8th May 2023.	
13. Parish Events 2023		
	<p>To receive updates with regards to 2023 community events & newsletter</p> <ol style="list-style-type: none"> Duck Race – moved to public participation King’s Coronation Celebrations Members were informed there was a Coronation Grant available to parishes. <p>RESOLVED – Members agreed for the Clerk to apply for the Coronation grant from RVBC</p> Scarecrow Festival – moved to public participation Fun Day <p>Cllr Rattigan to obtain stall price quotes and types stalls. Members considered using the fund raised for the Waddington Village Habitat Creation and Access Project. Access to a PA system could be required.</p> <p>To review newsletter for distribution in April.</p>	
14. Best Kept Village Competition		
	<p>To discuss and resolve interest in entering Best Kept Village Competition 2023.</p> <p>Cllr Rattigan to contact a resident with regards to this matter</p>	
15. Coronation Gardens		

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	To receive updates – addressed in public participation	
16.	Allotments	
	<ol style="list-style-type: none"> 1. Abandoned vehicle Members noted that it had reported to RVBC again 2. Receive any updates It was believed the water supply had been turned on. It was noted that the inspection had been undertaken on 31st March. The 	
17.	Planning Applications	
	<p>Planning Application No: 3/2023/0190 Grid Ref: 372890 443894 Proposal: Demolition of existing rear outriggers and replacement with new two storey rear extension to provide new kitchen, cellar, additional dining space, refuse storage and additional first floor bedrooms. Insertion of five new rooflights to front elevation. Location: Waddington Arms Clitheroe Road Waddington BB7 3HP and 58 West View Clitheroe Road Waddington BB7 3HP</p> <p>Planning Application No: 3/2023/0237 Grid Ref: 374170 441987 Proposal: Proposed demolition of redundant stables/store buildings and the creation of a dog training facility including kennels/workshop and office reception (pursuant to variation of conditions 2 (Plans) and 3 (Materials) of permission 3/2021/0188 involving alteration from timber weather boarding to random natural stone) Location: Land off Slaidburn Road Slaidburn Road Waddington Clitheroe BB7 3JJ</p> <p>Planning Application No: 3/2022/0965 Grid Ref: 372371 444381 Proposal: Conversion and extension of a barn to create one new dwelling including closure of existing access and creation of new access (previously approved under 3/2019/1036). Location: Betty Barn Slaidburn Road Waddington BB7 3JQ</p>	Planning apps circulated to Cllrs between meetings.

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	<p>Planning Application No: 3/2022/0754 Grid Ref: 373049 443535 Proposal: Lawful Development Certificate for the continued use of Coar Brook House as a single dwelling house unfettered by an agricultural occupancy restriction. Location: Coar Brook House Clitheroe Road Waddington BB7 3HH</p> <p>No comments were made on planning</p> <p>The members voted to extend the meeting past the 2 hours time</p>	
18.	Partnership Meetings	
	<p>To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.</p> <p>1. Parish Liaison Members were informed that LCC Cllr Swarbrick has proposed that a 20mph speed limit be imposed in all villages throughout his constituency. Concerns of farmers speeding were raised.</p>	
19.	Waddow Hall / Duke of Edinburgh land issues	
	<p>To receive and note verbal update from Cllr Whitwell regarding the Duke of Edinburgh students staying at Waddow Hall and the proposed meeting with local farmers/landowners chaired by the NFU.</p> <p>The NFU has stepped in to communicate with the management of Waddow Hall to call a meeting of invested parties.</p>	
20.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	<p>No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.</p> <ol style="list-style-type: none"> 1. The Clerk encouraged Members to submit copy to the Clerk to keep the News section up to date. 2. Increase in criminal activity in the area – Members requested the Clerk add to the agenda in May. The Clerk was asked to invite a Sgt from Ribble Valley Police to the next meeting. 3. Members discussed an increase of incidents involving dogs. 	

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	<p>4. The matter of publishing the minutes on the village notice boards to be added to the agenda in May.</p> <p>5. It was confirmed by the Clerk that the RVBC grass cutting contract had been cancelled.</p>	
21.	Next Meeting dates	
	<p>To consider and approve the following dates:</p> <p>17.1 Agenda items and Reports for the 15th May 2023 meeting to be submitted to the Clerk – by midday Monday 8th May 2023.</p> <p>17.2 Next meeting to take place Monday 15th May 2023, 7.30pm at St Helen’s Church Refectory meeting room.</p>	
	The meeting was closed at 9.45pm	

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