

Waddington Parish Council

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Local Government Act 1972 Meeting of Waddington Parish Council

Monday 11TH September 2023 at 7:30pm in the Refectory meeting room at St Helen's Church
Waddington

R. Moon (Clerk & RFO)

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 website for expedience before they have been officially approved and signed off at the next WPC meeting.

1.	Introduction	Attachments
	Chair to welcome Councillors and members of the public, and to explain the process for any public participation at Agenda point 4.	
2.	Attendance and Apologies for absence	
	To note attendance and to receive and approve apologies for absence. In attendance Chair Cllr John Rattigan, Cllr Sarah Bolton, Cllr Cathie Melvin, Cllr Liz Cox, Cllr Richard Harrison. Clerk & RFO RVBC Cllr Sophie Cowman 1 member of the public Apologies received from Cllr Roy Edmondson and Cllr Coar	
3.	Declarations of interest	
	To receive declarations of pecuniary or personal interests in matters identified in the agenda. Pecuniary interest was declared by Cllrs Bolton, Harrison and Cox for Planning Application No: 3/2023/0505	
4.	Public Participation (max 5 mins per person)	
	To adjourn and hear from members of the public wishing to speak at the meeting There were no comments from the public the Chair closed the public session	
5.	Minutes of previous Meeting	
	To resolve to confirm the accuracy of the Minutes of Waddington Parish	

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	Council meeting held on Monday 10 th July 2023 - to be signed off by the Chair. RESOLVED – minutes were agreed	CM/SB 05/01/01
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	
7.	Planning Applications	
	<p>Planning Application No: 3/2023/0448 Grid Ref: 370369 443568 Proposal: Proposed construction of ten holiday lodges, woodland path and landscaping. Location: The Outbarn Clough Bottom Rabbit Lane Bashall Eaves BB7 3JH</p> <p>07.01 Further concerns were raised about the roads to the property and increase of heavy vehicles and use of one way system not being adhered to.</p> <p>Planning Application No: 3/2023/0642 Grid Ref: 372318 445729 Proposal: Construction of equipment store and stable, and equine manege, animal shelter and landscaping (part retrospective). Resubmission of 3/2023/0331. Location: Former Ashcroft Mill Lane Waddington BB7 3JJ No comments or objections were raised</p> <p>Planning Application No: 3/2023/0434 Grid Ref: 373042 443696 Proposal: Proposed replacement of all windows, erection of single-storey extension to side, new render to the whole house and cladding to the front and side extension. Location: 36 Waddow Grove Waddington BB7 3JL – CLOSED JULY No comments or objections were raised</p> <p>Planning Application No: 3/2023/0505 Grid Ref: 372789 443573 Proposal: Proposed two-storey extension to rear. Demolition of existing porch to side and construction of single storey extension. Demolition of existing porch to front and insertion of new window. Alterations to existing flat roof over garage to form new pitched roof. Render finish to front elevation. Location: 18 Pinder Close Waddington BB7 3LF</p>	

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	<p>No comments or objections were raised</p> <p>To discuss and consider the Ribble Valley Validation Checklist consultation email circulated prior to meeting.</p> <p>Member had no comments to make to RVBC</p>	
8.	Haweswater Aqueduct Resilience Programme (HARP)	
	<p>To receive and note any updates.</p> <p>1. To discuss and resolve letter regarding queries regarding HARP project.</p> <p>a. Members discussed the letter drafted to be sent to United Utilities, RVBC, LCC, Cllr R Swarbrick, MPs N Evans & A Stephenson, OFWAT. RESOLVED – Members agreed letter contents and recipients to be sent by Clerk by 20th September</p> <p>b. Members considered liaising with Newton Parish Council to discuss how the Parishes can support and communitate as the project moves forward RESOLVED – Members agreed to contact Newton in Bowland Parish Council. Clerk was asked to do so by October meeting</p>	<p>08/01a/02</p> <p>08/01b/03</p>
9.	Receive updates from Committees & Working Parties	
	<p>1. Staff Working Party – update by Cllr Rattigan</p> <p>2. Finance Committee – update by Cllr Rattigan</p> <p>Finance Committee will meet 6.30pm 9th October 2023</p> <p>3. Playing Field & Play Ground Working Party – Cllr Harrison / Cllr Coar</p> <p>Members discussed securing tyre on play area which is currently covering old roundabout post. Members accepted the the ROSPA report which was circulated prior to meeting.</p>	09/03/04

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	RESOLVED – Cllr Harrison to investigate the possible grant opportunities to replace removed equipment and undertake any repairs and maintenance highlighted in report.																																		
10.	Financial Reporting																																		
	<p>By the Responsible Financial Officer:</p> <p>To approve:</p> <p>1. Bank balance as at 31 September 2023 £18,505.43</p> <p>1. Update of the VAT return and Concurrent Grant</p> <p>VAT return was posted in July 2023, payment had not been received at the time of the meeting. The Concurrent grant request had been received by RVBC, payment is expected in September.</p> <p>2. Expenditure to be approved October 2023</p> <table> <tr> <td>Easy Websites</td> <td>Direct Debit</td> <td>£27.60 incl VAT</td> </tr> <tr> <td>Easy Websites</td> <td>Direct Debit</td> <td>£27.60 incl VAT</td> </tr> <tr> <td>Intuit</td> <td>Direct Debit</td> <td>£46.80 incl VAT</td> </tr> <tr> <td>Intuit</td> <td>Direct Debit</td> <td>£46.80 incl VAT</td> </tr> <tr> <td>Clerk salary for July incl mileage & Tax rebate</td> <td></td> <td>£808.31</td> </tr> <tr> <td>Clerk salary for August incl mileage</td> <td></td> <td>£650.00</td> </tr> <tr> <td>HMRC – income tax from previous clerk (paid in August)</td> <td></td> <td>£131.55</td> </tr> <tr> <td>Christopher Walton (Lengthsman) July</td> <td></td> <td>£367.65</td> </tr> <tr> <td>Christopher Walton (Lengthsman) August</td> <td></td> <td>£350.00</td> </tr> <tr> <td>LALC membership</td> <td></td> <td>£201.70</td> </tr> <tr> <td>RoSPA</td> <td></td> <td>£106.80 incl VAT</td> </tr> </table> <p>Members agreed all payments to be made</p> <p>3. Receive update and resolve any matters regarding the Lancashire Environmental Fund Grant – Cllr Bolton.</p> <p>Cllr Bolton informed Members that it the first draw down of the funds required application. Cllr Bolton also to arrange a meeting with Coronation Gardens volunteer. Tasks for the project need to be allocated between the Members.</p> <p>RESOLVED – draw down application of funding to be sent to LEF.</p>	Easy Websites	Direct Debit	£27.60 incl VAT	Easy Websites	Direct Debit	£27.60 incl VAT	Intuit	Direct Debit	£46.80 incl VAT	Intuit	Direct Debit	£46.80 incl VAT	Clerk salary for July incl mileage & Tax rebate		£808.31	Clerk salary for August incl mileage		£650.00	HMRC – income tax from previous clerk (paid in August)		£131.55	Christopher Walton (Lengthsman) July		£367.65	Christopher Walton (Lengthsman) August		£350.00	LALC membership		£201.70	RoSPA		£106.80 incl VAT	<p>10/02/05</p> <p>10/03/06</p>
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11.	Lengthsman winter duties																																		
	To discuss and confirm jobs and hours of Lengthsman during the winter																																		

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	<p>months</p> <p>Clerk informed Members that the Lengthsman asked what the winter months job would be. Members asked that the Lengthsman give a comprehensive breakdown of jobs done to the clerk. RESOLVED – Cllr Harrison to create a winter jobs list for the Lengthsman to be circulated by next meeting.</p>	11/01/07
12.	King's Award for Voluntary Service	
	<p>Update from Clerk</p> <p>The Clerk clarified with members the application process</p>	
13.	CCTV & Crime in area	
	<p>To consider what measure the council can consider with regard to CCTV and the recent increase in criminal activity in the area.</p> <p>Clerk was asked to contact Sarah Wells at RVBC with regard to attending future meeting to discuss funding availability.</p>	13/01/08
14.	Coronation Gardens	
	<p>To receive updates</p> <ol style="list-style-type: none"> 1. Discuss and resolve how to use the Coronation grant for in Coronation Gardens Member discussed poppy ideas for Remembrance 2023 2. Bench enquiry Clerk to locate email regarding bench refurbishment from November 2022 	
17.	Allotments	
	<ol style="list-style-type: none"> 1. Receive any updates from letter sent out to allotment holders. <p>Members discussed that there are a number of plot holders who are not following agreement terms. Clerk asked to draft a letter to be sent out to allotment tenants not adhering to terms. RESOLVED – Tenants to be contacted before November Allotment holder meeting.</p>	17/01/09
18.	Waddington Community Orchard Project	

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	<p>1. To received an update of the project from Cllr Bolton. To discuss and resolve further actions required regarding planning permissions. Members received an update in the arrangements for initial planning stage. RESOLVED – Cllr Bolton to take the project to the next stage</p>	18/01/10
19.	The Pavilion and Playing Fields	
	<p>1. To receive and note a verbal update re the playing fields boundary fence. Further update in October</p> <p>2. To discuss and resolve action required following the ROSPA inspection of the playground Item discussed and actioned item 09.03</p> <p>3. To discuss and resolve actions to the agreement for grass cutting with Waddington Football Club To be moved to October meeting</p>	
20.	Ribble Valley Parish Traffic and Road Safety Working Party	
	<p>1. To discuss and resolve Parish involvement with the Ribble Valley traffic and road safety working party RESOLVED – Members resolved to become active members of the Ribble Valley Parish Traffic & Road Safety Working Party. Clerk to contact the clerk of West Bradford Parish</p>	20/01/11
21.	Reports to LCC Highways Department	
	<p>1. Himalayan Balsam on Edisford Road Clerk confirmed LCC was contacted and the area has now been dealt with by Highways</p> <p>2. Give way sign and street lighting Clitheroe Road Matter has been reported by Clerk in addition to a number of residents and members. LCC have confirmed the area will be made good and replacements installed as required</p>	
20.	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 Committee None given</p> <p>2. Parish and Town Council Conference Members not available to attend</p>	

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21.	Waddow Hall	
	<p>1. To discuss and update with regard to the sale of Waddow Hall by Girlguiding and the refused application for Asset of Community Value. Members were given an update.</p>	
22.	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> <p>1. Up and Active in the Ribble Valley Poster has been displayed in the top notice board</p> <p>2. Cllr Cathie Melvin tendered her resignation with immediate effect. Members thanked Cllr Melvin for her valuable service to the council.</p> <p>3. Cllr Bolton will draft a letter to be sent to local farmers about woodland planting</p> <p style="text-align: center;">The Chair closed the meeting at 9.30pm</p>	
23.	Next Meeting dates	
	<p>To consider and approve the following dates:</p> <p>17.1 Agenda items and Reports for the 9th October 2023 meeting to be submitted to the Clerk – by midday Monday 2nd October 2023.</p> <p>17.2 Next meeting to take place Monday 9th October 2023, 7.30pm at St Helen's Church Refectory meeting room.</p>	

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