

Waddington Parish Council

Clerk: Becky Moon

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Local Government Act 1972 Meeting of Waddington Parish Council

The meeting of the Parish Council to be held in person on Monday 9th September 2024 at 7:30pm in the Refectory meeting room at St Helen's Church Waddington (entrance by the stocks at the door on the side of the church)

R. Moon (Clerk & RFO)

Minutes

1.	Introduction	Attachments
	The Chair to welcomed Councillors and members of the public, and to explained the process for any public participation at Agenda point 4.	
2.	Attendance and Apologies for absence	
	<p>In attendance – Cllr John Rattigan, Cllr Richard Harrison, Cllr Iain Dixon, Cllr Sarah Whitwell and Cllr Roy Edmondson</p> <p>Also in attendance the Clerk and five member of the public</p> <p>Apologies received and accepted from Cllr Liz Cox and Cllr Chris Sullivan</p>	
3.	Declarations of interest	
	Cllr Sarah Whitwell declared interest item 7.2 & 11.1	
4.	Public Participation (max 5 mins per person)	
	<p>To adjourn and hear from members of the public wishing to address the Council.</p> <ul style="list-style-type: none"> Representative from The Out Barn to attend <p>Henry Backhouse addressed council, he informed the members of the history of the Out Barn, their commitment to working with the community and businesses in the local area and voiced concerns that the Council had requested clarification from RVBC with regard to the planning consent of the number of weddings held each year. Members were informed that the Out Barn will be submitting an amendment to their planning consent for the number of weddings the venue can hold per annum to the realistic number which is currently being held, and at present have no intention of increasing.</p>	

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	<p>Members and the Clerk informed Mr Backhouse that concerns had been raised previously by residents with regard to the one-way system and the coaches and traffic on the road to and from the venue which is why the matter had come to the attention of the Council, and they had a duty to raise the matter. It was noted that there is confusion as to where the one-way system is in place. The Members thanked the representatives for attending and opening a dialogue.</p> <ul style="list-style-type: none"> • Scarecrow Festival Volunteers to attend Volunteers were informed that creating a Scarecrow Festival Working Party was on the agenda, this would enable more flexibility with planning meetings that would be fed back to Members in the coming months. 	
5.	Minutes of previous Meeting	
	<p>To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 8th July 2024 - to be signed off by the Chair.</p> <p>RESOLVED – Minutes were agreed and signed</p>	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>1. Planning Application No: 3/2024/0668 Grid Ref: 373563 444056 Proposal: Demolition of existing dwelling. Construction of replacement two-storey dwelling with rooms in the roof space, single-storey annex and relocation of site access (pursuant to variation of condition 2 (approved plans) to allow an extension to the rear of the garage to create a utility room). Location: The Hawthorns West Bradford Road Waddington BB7 3JE</p> <p>No comments or objections were received</p>	<p>Planning apps circulated to Cllrs between meetings.</p>

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	<p>2. Secretary of State Appeal APPLICATION REFERENCE: 3/2023/0946 LAND AT Moorcock House, Slaidburn Road, Waddington BB7 3AA PROPOSED DEVELOPMENT: Retention of re-positioned access gate and stone track off Slaidburn Road. APPLICATION REFERENCE: 3/2023/0946 APPEAL REFERENCE: APP/T2350/W/24/3348150 APPEAL STARTING DATE 3 September 2024 DEADLINE FOR COMMENTS 8 October 2024 APPELLANTS NAME Mr and Mrs Paul and Lily Haworth</p> <p>Cllr Whitwell had declared interest. The remaining Members did not have any comments and declared the matter closed. No comments of objections were received</p> <p>To received updates on:</p> <ol style="list-style-type: none"> 1. Slaidburn Road - Appearance of static caravan on land <p>The static caravan had been investigated by RVBC and concluded it is not being used as a place of residence.</p> <ol style="list-style-type: none"> 2. Watters Bridge – Appearance of containers on land <p>Members were informed that a revised application had been submitted 3/2024/0556.</p> <p>Members were informed that RVBC Planning</p> <ol style="list-style-type: none"> 3. Update on queries regarding The Out Barn and resolve any actions required. <p>Members noted the information received in the address from The Out Barn representative. It was discussed that the query regarding the one-way system is a matter for Highways. There were no further comments.</p>	
8.	Haweswater Aqueduct Resilience Programme (HARP)	
	<p>To receive and note any updates.</p> <ol style="list-style-type: none"> 1. It was noted that the Clerk had not supplied with information to update the website. Members noted that it had been stated on the United Utilities website that there had been a shortlisted three applicants for the Independent 	

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	Technical Advisor (6 Aug).	
9.	Receive updates from Committees & Working Parties	
	<p>Staff Working Party – update by Cllr Rattigan</p> <p>No update</p> <p>Finance Committee – update by Cllr Rattigan</p> <p>1. The Finance Committee will meet on 14 October, it was decided that due to budget and other matters that a longer meeting would be required. The committee to me at 6.30pm</p> <p>Recreational Field, Pavilion & Playground Working Party – Cllrs Harrison & Cox</p> <p>1. National Lottery Fund grant application</p> <p>Cllr Harrison to circulate the application portal, and asked Cllr Whitwell to review the application. Members discussed that in the future the Lengthsman can be utilised to maintain the Pavilion.</p> <p>2. To resolve actions required on Playground recommended by ROSPA report.</p> <p>Members noted the report's findings. The Rockerplay had parts that need replacing, it was not deemed a safety risk on the report, and therefor did not require the equipment being closed off from use.</p> <p>RESOLVED _ Clerk to contact Wicksteed to arrange replacement of the seat on the Rockerplay.</p> <p>3. Resolve action required to get metal benches replaced in play area</p> <p>Clerk to contact A Tolson to enquire whether he could undertake the installation of the benches. The old benches need removing</p> <p>4. Discuss and resolve actions of the list received from Waddington Football Club regarding Pavilion improvements.</p> <p>Members noted the list received from the Football Club, Cllr Rattigan informed Members that Football Foundation give grants specifically for Pavilions to refurbish. The grant would be for 75% of the costs up</p>	09.0202.02

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	<p>to £25,000. Waddington Football Club would need to apply not the Parish Council, however the Parish Council would support the application. Members discussed that three quotes will be required for a grant application.</p> <p>Cllr Dixon and Sullivan to attend a football club meeting and update them about the grant availability. Cllr Harrison to obtain three quotes for work to update the Pavilion for possible grant application.</p> <p>5. Resolve action required from reported rotten doorframe of gents toilets in Pavilion</p> <p>RESOLVED – Clerk to contact Russell Mason regarding quote for replacement of door frame. Cllr Harrison to liaise with the carpenter the work to be carried out with a budget of £250</p> <p>Funday Working Party</p> <p>1. Create Working Party for Scarecrow Festival and Fun Day 2025</p> <p>RESOLVED – Cllr Ian Dixon and Cllr Chris Sullivan to be on the working party for Scarecrow Festival with two lead volunteers from the Parish for planning. On the day the event will be run by volunteers.</p> <p>RESOLVED – Cllr Richard Harrison and Cllr Liz Cox were allocated for to take the lead on the Funday Working Party.</p> <p>Asset Register Working Party – Cllr Sullivan & Cllr Whitwell</p> <p>2. To receive any updates</p> <p>There were no updates given</p>	<p>09.05.03</p> <p>09.0603.04</p> <p>09.6002.05</p>
10.	Financial Reporting	
	<p>By the Responsible Financial Officer:</p> <p>To approve:</p> <p>1. Bank balance as at 31 August 2024 £28,923.57</p> <p>2. Expenditure to be approved September 2024</p> <ul style="list-style-type: none"> ○ Easy Websites (DD) £30.36 incl VAT ○ Easy Websites (DD) £30.36 incl VAT 	

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	<ul style="list-style-type: none"> ○ Clerk salary for Clerk July incl exp £701.53 ○ Clerk Salary for Clerk August incl exp £708.50 ○ ROSPA inv 82847 (incl VAT) £112.80 ○ Water Plus – Allotments July & Aug <li style="padding-left: 20px;">wp-INV06341729 £22.80 <li style="padding-left: 20px;">wp-INV06633298 £23.06 ○ Water Plus – Pavilion July & Aug <li style="padding-left: 20px;">wp-INV06353512 £10.71 <li style="padding-left: 20px;">wp-INV06645978 £10.93 ○ D Moon – allotment work £50.00 ○ Refund Amazon £5.99 ○ E.ON £84.04 <p>RESOLVED – All expenditure was agreed and the Clerk instructed to pay. Clerk to check the meters.</p> <p>3. Concurrent Grant update</p> <p>Members were informed that the grant application had been submitted, expenditure claimed for was £2,419.10. The payment expected in October.</p> <p>4. VAT return update</p> <p>Members were informed that VAT return had been filed and a refund of £913.54 had been received in the bank.</p> <p>5. AGAR receive updates</p> <p>Members were informed that SPK had contacted the Clerk for clarification of the variances and to clarify auditor report.</p> <p>6. Bank mandate update</p> <p>The Clerk had been updating the mandate and required the Chairman's signature to make change.</p>	10.02.06
11. Lengthsman		
	<p>1. To consider and resolve whether the Parish should join the Pendle Lengthsman Scheme. Information circulated prior to meeting.</p> <p>RESOLVED – Member resolved to join the Pendle Lengthsman Scheme with a contribution. Clerk to give notice to the current Lengthsman Chris Walton last day would be 30th September. The contribution would be £4,000 per annum. Clerk to contact the Clerk who manages the scheme and request to join mid-</p>	11.01.07

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	<p>year. Cllr Dixon to circulate a parish map showing the grassed areas within the Parish which would be required.</p> <p>Cllr Whitwell was not included in the vote.</p>	
12.	CCTV & Crime in area	
	<p>1. To receive any updates</p> <p>RESOLVED – Public consultation to be held on 7th October for residents to attend and discuss the subject of CCTV within the village. The meeting to be published in the newsletter, on website.</p>	12.01.08
13.	Coronation Gardens & Village Planting	
	<p>1. Receive any updates</p> <p>Cllr Whitwell to speak to Coronation Garden volunteer with regard to the plaque commemorating King Charles III Coronation</p> <p>RESOLVED – Cllr Harrison to obtain winter plants for the village planters from Newlands Nursery with a budget of £250</p>	13.01.09
14.	Allotments	
	<p>1. To receive updates</p> <p>a. Path maintenance and cleaning update</p> <p>Members were informed that the path had been cleared back. The Members were informed that allotment holders were concerned the path cleaner would be hazardous to the plots. Further investigations to be made.</p> <p>b. Discuss and resolve action required regarding breach tenancy agreement.</p> <p>Members to review the information and discuss at the next meeting.</p> <p>c. Plot 1B update, resolve action regarding tenant's proposed works on plot.</p> <p>Members were informed that a new tenant had been found, the tenant had already cleared the plot and made a lot of</p>	

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	<p>improvement. The tenant had also requested permission of the council to make repairs to the fence and install a greenhouse. Full spec of materials to be used for the fence were circulated prior to meeting.</p> <p>RESOLVED – Members accepted the proposed work by the tenant and thanked them for the positive work done.</p> <p>d. Gate post concreting quote at the entrance of the allotments</p> <p>RESOLVED – Members accepted the repair quote obtained from Roger Bristol of £150.00 which includes replacing part of the fence.</p> <p>e. Noticeboard</p> <p>Deferred to October</p>	14.01.10
15.	Waddington Community Orchard Project	
	<p>1. Create a Working Party</p> <p>Deferred</p> <p>2. To receive any updates of the project.</p> <p>The agreement had been circulated, FiPL awarded funding of £14,472.52 for the creation of The Community Orchard which will be on land owned by the Trustees of Waddington Hospital Alms houses. The works must be completed by the end of March 2024.</p> <p>A letter from Trustees of Waddington Hospital they give permission and stated that the land will continue to be let to the tenant farmer and also that Waddington Parish Council will take on management responsibilities of the orchard as there must be a five year maintenance period as required.</p> <p>RESOLVED - The Members accept the management responsibility of the Community Orchard as per the agreement. The Chair to sign the agreement which had been circulated prior to meeting.</p>	15.01.11
16.	Highways	
	<p>1. To discuss the Traffic Counter and Speed Survey results from</p>	

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	<p>Lancashire County Council.</p> <p>Deferred to October when Cllr Sullivan returns</p> <p>2. Receive update and resolve action regarding attending Ribble Valley Traffic Management Working Party</p> <p>The Members had received the outline of the previous meeting and Clerk to circulate when the next meeting will be October/November, a representative from Waddington to attend.</p> <p>3. Finger Post outside of old Post Office.</p> <p>Members noted that a quote for the repair of the finger post in the village had been obtained.</p> <p>RESOLVED – post to be repaired by contractor quote of £100 was been accepted</p>	16.03.12
17.	Parish Summer Newsletter	
	<p>1. To receive updates newsletter items</p> <p>The draft of the newsletter to be sent to the printer and distributed before the end of September</p> <p>RESOLVED – Draft accepted and to be sent to the printer</p>	17.01.13
18.	Defibrillators in village	
	<p>1. Receive updates</p> <p>2. Cllr Edmondson to speak to Waddington Club with regard to the contribution towards the battery for the Club defib</p> <p>RESOLVED - Clerk to obtain pads for telephone box defib</p>	18.01.14
19.	Attendance of LEF Annual Event	
	<p>1. Confirm Council attendance of the Lancashire Environmental Fund Annual event 26th September 2024</p> <p>RESOLVED - Cllr Whitwell to attend the event and invited Coronation Garden volunteer in recognition of work.</p>	19.01.15

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	<p>2. Discuss and resolve actions regarding the final report</p> <p>No further in actions required.</p>	
20.	Annual Planner Update	
	<p>1. Additions to planner to be discussed, if not already added in meeting</p>	
21.	Best Kept Village Competition	
	<p>1. Resolve council attendance of the Best Kept Village awards night.</p> <p>RESOLVED – Cllr Rattigan to attend and approach and invite a resident who was noted to be actively tidying the village. Rev Wood volunteered to inform the Almshouse who have received an award.</p> <p>RESOLVED – Members agreed and resolved to extend the meeting past 9.30pm</p>	<p>21.01.16</p> <p>21.17</p>
22.	Remembrance 2024	
	<p>1. Resolve plans and purchases for Remembrance Day and service in November 2024.</p> <p>RESOLVED – Cllr Dixon to obtain design for Remembrance banner for the Cenotaph to be brought to council for approval. Wreath to be ordered by the Clerk from British Legion.</p>	22.01.18
23.	Partnership Meetings	
	<p>1. To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.</p> <ul style="list-style-type: none"> ○ Parish Liaison Committee meeting 12th September <p>No Member was available to attend. Apologises to be sent.</p>	
24.	Grants	
	<p>1. To receive information regarding Jubilee Fund No further information received from Cllr Cowman</p> <p>2. To discuss and resolve Parish interest in applying for LCC Champion Grants Scheme</p>	

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	<p>3. To discuss and resolve Parish interest in applying for Commissioners Community Fund</p> <p>RESOLVED – Cllr Whitwell to investigate the grants and report back to council what could be applied for.</p>	24.03.19
25.	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> <ul style="list-style-type: none"> Hedges to be cut as per timetable. The Clerk continuing to contact LCC regarding the hedge on the path to school 	
26.	Next Meeting dates	
	<p>1. Agenda items and Reports for the 2024 meeting to be submitted to the Clerk – by midday Monday 7th October 2024.</p> <p>2. Next meeting to take place Monday 14th October 2024, 7.30pm at St Helen's Church Refectory meeting room.</p> <p>The Chair closed the meeting at 9.49pm</p>	

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