

Waddington Parish Council

Clerk: Becky Moon

www.waddingtonparishcouncil.org.uk

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Local Government Act 1972 Meeting of Waddington Parish Council

Monday 11th November 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
	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	
	<p>The attendance of Cllr John Rattigan Chair, Cllr Richard Harrison, Cllr Liz Cox, Cllr Roy Edmondson, Cllr Sarah Whitwell, Cllr Chris Sullivan and Cllr Ian Dixon was noted</p> <p>One member of the public was in attendance</p> <p>The Clerk was not in attendance</p>	
3.	Declarations of interest	
	<p>To receive declarations of pecuniary or personal interests in matters identified in the agenda.</p> <p>Cllr Sullivan – personal interest item 14</p>	
4.	Public Participation (max 5 mins per person)	
	To adjourn and hear from members of the public wishing to address the Council.	
5.	Minutes of previous Meeting	
	<p>To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 14th October 2024 - to be signed off by the Chair.</p> <p>RESOLVED – Minutes required the additional word “identified” at the end of the paragraph in item 3 of the agenda and adjustment to punctuation was also requested.</p>	05.01.01

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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"> • Clarification of conduct of Councillors with regard to Personal and Pecuniary interests. <p>6.1</p> <p>Cllr Rattigan clarified with Members the following information received from the Clerk</p> <p>Pecuniary Interest – an interest where financial gain could be made – such as homeowner or neighbour to planning application Personal Interest (aka Other Registerable Interest) – an interest without financial gain, however with personal benefit. This would be an allotment holder on a council run allotment .</p> <p>Waddington Parish Council adopted the Council Code of Conduct in 2021 which states</p> <p>The Code states the following for all Pecuniary AND Personal interests</p> <p>Disclosure of Other Registerable Interests</p> <p>5. Where a matter arises at a meeting which directly relates to one of your Other Registerable Interests, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.</p> <p>Cllr Sullivan requested further clarification, it was explained that Council Members are held to a higher standard of scrutiny because of their position in local government. Cllr Sullivan as an allotment holder could, contact the Clerk, address full council at the public participation section of the meeting or attend an Allotment Committee and speak in the public participation section, however, he must leave the room when the allotments are discussed and votes take place.</p>	

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7.	Planning Applications	
7.1	<p>Planning Application No: 3/2024/0755 and 3/2024/0756 Grid Ref: 372931 443805 Proposal: Planning Permission and Listed Building Consent for proposed alterations to wall adjacent to driveway and installation of three air source heat pumps. Location: Waddington Hall Clitheroe Road Waddington BB7 3HP</p> <p>Members voiced concerned that the units could be noisy, however further reading of the application would be required to make official comments or concerns.</p>	<p>Planning apps circulated to Cllrs between meetings.</p>
8.	Haweswater Aqueduct Resilience Programme (HARP)	
	<p>To receive and note any updates.</p> <p>8.1 To receive general updates including updates of website from Cllr Sullivan.</p> <p>Members were informed that Cllr Sullivan had written a report for the website, this was to be circulated and then voted upon at the next meeting before publishing.</p> <p>It was suggested contacting United Utilities requesting a revised timetable. Cllr Rattigan informed Members he had attended a meeting at YFC held by UU regarding the proposed change in car park. The reason given for change was the land originally allocated was no longer available. The Highway plan was discussed, however, confirmation of plan needed to be confirmed before publishing. United Utilities Liaison to be contacted</p> <p>RESOLVED – Cllr Sullivan & Cllr Rattigan to create a list of questions for United Utilities with regards to plans and timelines</p>	<p>08.01.02</p>
9.	Receive updates from Committees & Working Parties	
1.	<p>Staff Working Party – update by Cllr Rattigan</p> <p>1.1 To receive updates and resolve matters with regard to the Clerk’s resignation.</p> <p>Member noted that the Clerk’s resignation has been circulated prior to the meeting. Cllr Rattigan proposed the contents of the letter should be discussed in closed session. Position to be advertised with</p>	

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	<p>LALC and on Indeed.</p> <p>RESOLVED – Members accepted the Clerk to continue writing minutes until a new Clerk is employed/until the end of the year, however will not attend meetings.</p> <p>2. Finance Committee – update by Cllr Rattigan</p> <p>2.1 Agree date for Finance Committee before December meeting to finalise precept and budget.</p> <p>Members of the committee to liaise after the meeting with dates before December meeting</p> <p>3. Recreational Field, Pavilion & Playground Working Party – Cllrs Harrison & Cox</p> <p>3.1 National Lottery Fund grant application</p> <p>Members noted the application had been submitted.</p> <p>3.2 To receive update with regard to the replacement part for Rocker from Wicksteed</p> <p>The part had been ordered by the Clerk, although not yet received at the time of the meeting.</p> <p>3.3 Receive updates metal benches replaced in play area.</p> <p>Members were informed that the work had now been completed. The LEF has now been completed.</p> <p>3.4 Discuss and resolve the update or creation of risk assessment for the Play Area and Pavilion. To consider whether attendance of RPII training course is feasible and required.</p> <p>No members available to attend the training.</p> <p>3.5 Receive update regarding the rotten doorframe of gents toilets in Pavilion</p> <p>Members were informed that the works had been completed.</p> <p>3.6 PAT testing 2024 update.</p> <p>Members were informed that the cooker had been removed before</p>	<p>09.01.03</p>
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	<p>the testing and the PAT had been completed.</p> <p>4. Funday Working Party – Cllr Harrison and Cllr Cox</p> <p>4.1 To receive any updates.</p> <p>No updates given</p> <p>5. Scarecrow Festival Working Party – Cllr Sullivan and Cllr Dixon</p> <p>5.1 To receive updates</p> <p>No updates given</p> <p>6. Asset Register Working Party – Cllr Sullivan & Cllr Whitwell</p> <p>6.1 To receive any updates</p> <p>Cllr Sullivan and Whitwell requested any historical files as a starting point. It was recognised that The Stocks will be included.</p> <p>RESOLVED – Cllr Whitwell to investigate the value and other aspects regarding preservation regarding The Stocks</p> <p>7. Community Orchard Working Party – Cllr Whitwell, Cllr Edmondson & Cllr Sullivan.</p> <p>7.1 Receive updates</p> <p>Members were informed that the village meeting was very successful, it was well attended. The timeline delays had been pulled back. It was confirmed that Andrew Isherwood had been employed to carry out the tree work by the end of November 2024. Cllr Whitwell to order the trees and also confirmed she would send the volunteer list to the Clerk. It was confirmed that works needed to be completed before the end of March 2024.</p> <p>Members noted the email from an resident who has concerns about their garden wall which is adjacent to the Orchard land. Cllr Whitwell to review the email and contact the resident.</p>	<p>09.06.01.04</p>
<p>10.</p>	<p>Financial Reporting</p>	
	<p>By the Responsible Financial Officer:</p> <p>To approve:</p>	

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	<p>1. Bank balance as at 31 October 2024 £26,928.05</p> <p>2. Expenditure to be approved October - November 2024</p> <ul style="list-style-type: none"> ○ Easy Websites (DD) £30.36 incl VAT ○ Clerk salary for Clerk October incl exp £718.99 ○ Clerk – Defib Pads from The DefibPad £33.18 ○ Water Plus – Allotments wp-INV07212887 £12.79 Account in credit £23.35 Water Plus – Pavilion wp-INV07233450 £6.57 ○ C Walton inv 4347 £487.50 ○ C Walton inv 4341 £331.25 ○ Lancashire Fire & Safety Ltd inv 88252 £59.40 ○ Hodder Valley British Legion £25.00 ○ Amazon – Dog fouling signs £50.44 ○ Eon direct debit £107.98 ○ A Tolson inv 76 £1,040.00 <p>RESOLVED – payments approved</p> <p>3. Bank mandate update</p> <p>No update</p> <p>4. Eon account. Meter readings have been taken and account is up to date. Clerk unable to access coin meter.</p> <p>Members noted the information and queried how the previous Clerk collected the monies.</p>	<p>10.02.05</p>
11.	Lengthsman	
	<p>1. To consider and confirm the job list for the Parish Lengthsman Scheme to be able to receive a quote from scheme.</p> <p>RESOLVED - Members to do a walk around the village to confirm the final job list at the next meeting</p>	<p>11.01.06</p>
12.	CCTV & Crime in area	
	<p>1. To receive and discuss updates</p> <p>Members noted the published figures remain low in the area. Members noted the residents appear to not be in favour or indifferent</p>	

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	to installing CCTV. Members to revisit the subject in the future.	
13.	Coronation Gardens & Village Planting	
	<p>1. To receive any updates Cllr Harrison was thanked for arranging the planting around the village.</p> <p>Members were informed of the passing of Marjorie Edlington who had volunteered a lot to the village over the years.</p> <p>RESOLVED- a note of sympathy and thanks to be sent to the family.</p>	13.01.07
14.	Allotments	
	<p>Cllr Sullivan left the room 8.49pm</p> <p>14.1 Creation of an Allotment Committee – three members.</p> <p>RESOLVED – Cllr Rattigan, Cllr Roy Edmondson and Cllr Ian Dixon were selected as the committee. Terms of reference to be created.</p> <p>14.2 Feedback from Allotment Holder meeting.</p> <p>Members were informed that an allotment holder had sent a list of requests which would be taken to committee to be considered and then brought back to the council. There were four allotment holders present.</p> <p>14.3 Receive any updates regarding breach tenancy agreement query.</p> <p>Members noted that permission was given, and the hardcore was removable.</p> <p>RESOLVED – No further action required and no breach.</p> <p>Cllr Sullivan returned to the meeting 8.54pm</p>	<p>14.01.08</p> <p>14.03.09</p>
15.	Highways	
	15.1 To discuss the Traffic Counter and Speed Survey results from Lancashire County Council.	

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	<p>Cllr Sullivan informed Members that he has been approached by residents, voicing concerns there has been an increase in speeding.</p> <p>RESOLVED – Clerk to contact LCC request the raw data from the speed survey</p>	15.01.10
16.	Defibrillators in village	
	<p>1. Receive updates Members were informed that the pads for the telephone box defibrillator had been installed and the machine charged and placed back on the circuit. The battery for the Waddington Club Defib was still working at the time of the meeting, Cllr Edmondson to contact the Clerk to order. A donation to be paid by The Club.</p>	
17.	Annual Planner Update	
	17.1 Additions to planner to be discussed, if not already added in meeting	
18.	Christmas 2024	
	<p>18.1 To resolve the purchase of the village Christmas tree and arrange installation.</p> <p>RESOLVED – Cllr Whitwell to order the tree from the same supplier as previous years. Delivery Wednesday 27th November</p>	18.01.11
	<p>18.2 To resolve arrangements for Christmas tree lighting event 2024.</p> <p>RESOLVED – Lighting event to be held on 29th November at 6.30pm Road closure to be applied for.</p>	18.02.12
19.	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 7th November No one was able to attend. Minutes to be posted on RVBC website ○ The Parish and Town Council Conference, 2nd November 2024 - no one was able to attend. 	

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20. Grants	
<p>24.1 To receive information regarding Jubilee Fund</p> <p>24.2 To discuss and resolve Parish interest in applying for LCC Champion Grants Scheme</p> <p>24.3 To discuss and resolve Parish interest in applying for Commissioners Community Fund</p> <p>24.4 To discuss grant information received from RVBC</p> <p>Matter to be passed to Finance Committee.</p>	
21. 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>RESOLVED – Meeting was extended past 9.30pm and session was closed</p>	21.01.13
22. Next Meeting dates	
<p>1. Agenda items and Reports for the 2024 meeting to be submitted to the Clerk – by midday Monday 2nd December 2024.</p> <p>2. Next meeting to take place Monday 9th December 2024, 7.30pm at St Helen’s Church Refectory meeting room.</p> <p style="text-align: center;">The meeting was closed at 9.50pm</p>	

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