

# Waddington Parish Council

Clerk: Becky Moon

[www.waddingtonparishcouncil.org.uk](http://www.waddingtonparishcouncil.org.uk)

[clerk@waddingtonparishcouncil.org.uk](mailto:clerk@waddingtonparishcouncil.org.uk)

## Local Government Act 1972 Meeting of Waddington Parish Council

The Meeting of the Parish Council to be held in person on Monday 9<sup>th</sup> December 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 welcomed Councillors and members of the public, explained the process for any public participation at Agenda point 4.	
2.	Attendance and Apologies for absence	
	<p>The attendance of Cllr John Rattigan, Cllr Liz Cox, Cllr Sarah Whitwell, Cllr Ian Dixon, Cllr Richard Harrison, Cllr Roy Edmondson and Cllr Chris Sullivan</p> <p>The Clerk was absent</p> <p>Six members of the public were in attendance</p>	
3.	Declarations of interest	
	Cllr Sullivan declare an interest at point 9.8 Allotments and point 7.2	
4.	Public Participation (max 5 mins per person)	
	<p>The meeting was adjourned for members of the public to address council, it was explained to members of the public that when the meeting was brought into session then they would not be able to address council.</p> <ul style="list-style-type: none"> <li>Representatives from The Out Barn addressed Members explaining they had submitted an application to RVBC with regard to the number of weddings held at the venue. A representative of the Higher Buck explained that The Out Barn is beneficial to their business.</li> <li>A representative from the Café addressed the Members explaining that they wanted to ensure the Café is beneficial to the village. The business will operate as a Café Tues – Sun opening for breakfast service. Friday and Saturday would be opened as a wine bar/bistro with limited menu and hours. Car parking expectation was unclear.</li> </ul>	

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	<p>The hours applied on the license and are standard, at the time of the meeting the applicant explained late night hours were not in the business plan.</p> <ul style="list-style-type: none"> <li>• A resident voiced concerns about the opening hours and increase in late night business.</li> <li>• The representative of the Higher Buck voiced his concerns about the increased in flooding in the village. He enquired whether the drains can be cleared on a regular basis.</li> </ul>	
<b>5.</b>	<b>Minutes of previous Meeting</b>	
	<p>To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 14<sup>th</sup> October 2024 - to be signed off by the Chair.</p> <p><b>RESOLVED – October minutes were approved</b></p> <p>Cllr Sullivan objected to the minutes from November</p>	<b>05.01.01</b>
<b>6.</b>	<b>Any matters arising from the minutes &amp; not covered on this Agenda (resolutions closed &amp; not required to be on this Agenda)</b>	
<b>7.</b>	<b>Planning Applications</b>	
	<p><b>7.1 License Application for Alcohol at the café</b> To discuss and resolve any action about the application and comments and concerns received by residents.</p> <p>Members agreed that it was a positive move for the Café to reopen and noted the information given from the business representative. No comments and objections to RVBC were to be made.</p> <p><b>7.2 Application 3/2024/0758 – The Out Barn</b></p> <p>Cllr Sullivan left the room 7.52pm</p> <p>Members noted the letter of objection which had been sent to both WPC &amp; RVBC, this letter was on the website at the time of the meeting. It was noted that LCC Highways had inspected the site as there were concerns about the one way system. It was noted that there were no one way signs and the</p>	<b>Planning apps circulated to Cllrs between meetings.</b>

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	<p>report questioned where it was for purpose given the change to the site. LCC Highways requested the applicants come up with a solution.</p> <p>Cllr Rattigan allowed the representatives to speak, they informed Members that they had spoken to their neighbours and no objections were given. Cllr Rattigan suggested that the applicant read the report from Highways.</p> <p><b>RESOLVED - Members deferred comment or objection until the Highways report had been addressed by the applicant</b></p> <p>Cllr Sullivan returned to the meeting at 7.59pm</p>	<p>07.02.02</p>
<p><b>8. Haweswater Aqueduct Resilience Programme (HARP)</b></p>		
	<p>To receive and note any updates.</p> <p>8.1 To receive general updates including email from Cllr Cowman and receive updates of website from Cllr Sullivan.</p> <p>Members noted the information received from Cllr Cowman, it was noted that RVBC were unhappy with how affected areas and businesses are compensated by UU. Members noted that local businesses could keep record of business activities before the works begin to have a comparison for any possible detrimental effects and contact RVBC with any concerns.</p> <p>Updates for the website to be put on hold until new Clerk takes the post.</p>	
<p><b>9. Receive updates from Committees &amp; Working Parties</b></p>		
	<p><b>1. Staff Working Party – update by Cllr Rattigan</b></p> <p>1.1 To receive updates and resolve matters regarding the Clerk’s resignation &amp; grievance.</p> <p>To be discussed in closed session on the advice of LALC.</p> <p>1.2 To receive updates with regards to recruitment of new Clerk.</p> <p>Cllr Cox informed Members that three candidates were interviewed.</p> <p><b>RESOLVED – Chris Towers to be employed as Clerk and RFO of Waddington Parish Council.</b></p> <p><b>2. Finance Committee – update by Cllr Rattigan</b></p> <p>2.1 To receive budget updates from meeting on 29th November</p>	<p>09.01.2.03</p>

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<p>Budget received.</p> <p>2.2 To discuss and resolve Precept for 2025/26 as recommended by the Finance Committee</p> <p><b>RESOLVED – Clerk to apply for a precept of £24,350.00</b></p> <p>2.3 Resolve adoption of updated Financial Regulations. Circulated prior to meeting.</p> <p><b>RESOLVED – Financial regulation were agreed and adopted.</b></p> <p><b>3. Recreational Field, Pavilion &amp; Playground Working Party – Cllrs Harrison &amp; Cox</b></p> <p>3.1 To receive update regarding the replacement part for Rocker from Wicksteed</p> <p>Cllr Harrison confirmed he had received the part for the rock away, however had not fitted it at the time of the meeting.</p> <p>3.2 Discuss and resolve action required following requests from residents for adult seating around the play area. Members noted that a number of residents have requested adult height benches. Coronation Gardens to be approached to enquire whether there is a bench in the gardens that could be moved to an accessible area of the Playing fields.</p> <p><b>RESOLVED – Cllr Whitwell to approach Coronation Gardens Group</b></p> <p><b>4. Funday Working Party – Cllr Harrison and Cllr Cox</b></p> <p>4.1 To receive any updates.</p> <p>No updates received</p> <p><b>5. Scarecrow Festival Working Party – Cllr Sullivan and Cllr Dixon</b></p> <p>5.1 To receive updates</p> <p>No updates received</p> <p><b>6. Asset Register Working Party – Cllr Sullivan &amp; Cllr Whitwell</b></p> <p>6.1 To receive any updates</p>	<p><b>09.02.2.04</b></p> <p><b>09.02.3.05</b></p>
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	<p>No updates received</p> <p><b>7. Community Orchard Working Party – Cllr Whitwell, Cllr Edmondson &amp; Cllr Sullivan.</b></p> <p>7.1 Receive updates</p> <p>Members were informed that the tree works had begun. Cllr Whitwell to contact the Clerk to order the trees. Cllr Whitwell to arrange a meeting with Pallisters and a resident with regards to some concerns received by Council.</p> <p><b>8. Allotment Committee – Cllr Rattigan, Cllr Edmondson &amp; Cllr Harrison</b></p> <p style="text-align: center;"><b>Cllr Sullivan left the room 8.15pm</b></p> <p>8.1 Adopt terms of reference which have been circulated</p> <p style="text-align: center;"><b>RESOLVED – Terms of reference agreed</b></p> <p>8.2 Discuss and resolve the request by allotment holder to move plot. To be decided by council.</p> <p style="text-align: center;"><b>RESOLVED – Allotment holder to be allowed to move plot. Clerk to inform.</b></p> <p>8.3 Discuss and resolve actions required due to water burst.</p> <p>Quote to be obtained to replace the pipe which supplied water to the plots. Cllr Harrison to obtain quotes.</p> <p style="text-align: center;"><b>RESOLVED – Lock to be purchased for the stop cap cabinet</b></p> <p style="text-align: center;"><b>Cllr Sullivan returned to the meeting. 8.19pm</b></p>	<p style="text-align: right;"><b>09.08.1.06</b></p> <p style="text-align: right;"><b>09.08.2.07</b></p> <p style="text-align: right;"><b>09.08.3.08</b></p>
<b>10.</b>	<b>Financial Reporting</b>	
	<p>By the Responsible Financial Officer:</p> <p>To approve:</p> <ol style="list-style-type: none"> <li>1. Bank balance as at 29 November 2024 £24,491.93</li> <li>2. Expenditure to be approved November - December 2024</li> </ol>	

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	<ul style="list-style-type: none"> <li>○ Easy Websites (DD) £30.36 incl VAT</li> <li>○ Clerk salary for Clerk October incl exp £714.68</li> <li>○ Water Plus – Allotments wp--INV07511856 £13.01</li> <li>Account in credit £7.74</li> <li>Water Plus – Pavilion wp-INV07520575 £6.79</li> <li>○ RVBC – invoice 6839 (pest control) £65.00 incl VAT</li> <li>○ John Pallister – inv 20821 (allotment rent) £275.00</li> <li>○ Wicksteed – inv 826958 (part for playground) £83.08 inc VAT</li> <li>○ Defib Shop – Battery for Club Defib £360.00 incl VAT</li> <li>○ Amazon – No dog signs £18.92</li> <li>○ ICO annual subscription (DD) £35.00</li> <li>○ C S Parker – invoice 7 (Christmas Tree) £460.00</li> <li>○ Russell Mason – door frame £150.00</li> </ul> <p><b>RESOLVED – Expenditure accepted and Clerk instructed to pay outstanding invoices.</b></p> <p><b>Received</b></p> <p>Waddington Club donation towards defib battery £150.00</p> <p>Members wished to thank Waddington Club for the donation</p> <p>3. Bank mandate update – no communication from Cllr Sullivan as to whether email received from NatWest</p> <p>Cllr Sullivan had not actioned the email as he believed it could be a scam. Clerk to update mandate again.</p>	<p><b>10.01.2.09</b></p>
<b>11. Flooding in village</b>		
	<p>1. To discuss and resolve action required regarding the increased flood in the village.</p> <p>Members noted the concerns of residents and questioned when the drains are being clean. Cllr Whitwell had communicated with Cllr Swarbrick. Concerns from residents at Leawood Cottages, the Higher Buck and residents from the lower end of the village have been received.</p> <p>Members encourage all residents to report on Love Clean Streets. Council Members to continue communicating with LCC. Cllr Sullivan asked whether the Parish Council could take the responsibility for cleaning the drains, it was explained that the issue is a LCC responsibility however the Parish Council will continue work with</p>	

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	<p>residents and relevant departments. Members consider taking on the cost of investigation into the drainage.</p> <p>Ribble Rivers Trust offered to assist with a flood management plan</p> <p>Clerk to contact Rupert Swarbrick asking him to attend the next meeting in January and attend a meeting in the village. Members to consider calling a community meeting to discuss flood management scheme.</p>	
<b>12.</b>	<b>Lengthsman</b>	
	<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>Cllr Harrison and Dixon were thanked for undertaking the task of a walk around the village and created a map with tasks for the Lengthsman to be submitted to the Lengthsman Scheme.</p> <p><b>RESOLVED - Information to be passed to the Clerk.</b></p>	<b>12.01.10</b>
<b>13.</b>	<b>Crime in area</b>	
	<p>1. To receive and discuss updates</p> <p>No updates</p>	
<b>14.</b>	<b>Coronation Gardens &amp; Village Planting</b>	
	<p>1. To receive any updates</p> <p>No updates</p>	
<b>15.</b>	<b>Highways</b>	
	<p>15.1 To discuss the Traffic Counter and Speed Survey results from Lancashire County Council.</p> <p>Members noted the speed survey and asked the Clerk to find out whether the results could be published on the website. It was suggested a Speed Campaign.</p> <p>Cllr Sullivan apologised for not charging the Spid due to technical reasons and commented that the Slow Down sign at the entrance of the</p>	

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	village keeps being twisted around  <b>RESOLVED – Clerk to contact LCC to enquire about Slow Down, Save Lives banners.</b>	<b>15.01.11</b>
<b>16.</b>	<b>Defibrillators in village</b>	
	1. Receive updates  Battery received and Cllr Edmondson to fit.	
<b>17.</b>	<b>Annual Planner Update</b>	
	17.1 Additions to planner to be discussed, if not already added in meeting  <b>RESOLVED – Clerk to add the turning on and off of water to the allotments (March &amp; October) and drainage cleaning by LCC in June</b>	<b>17.01.12</b>
<b>18.</b>	<b>Little Green Bus</b>	
	18.1 To discuss and resolve donation request from Little Green Bus service  <b>RESOLVED – Donation of £250 to be paid</b>	<b>18.01.13</b>
<b>19.</b>	<b>Partnership Meetings</b>	
	1. To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.  <b>9.02pm Members voted to close the session to the public. During the session Cllr Christopher Sullivan resigned from Waddington Parish Council with immediate effect. Members accept Mr Sullivan's resignation.</b>	<b>19.01.14</b>
<b>20.</b>	<b>Matters brought forward by Cllrs &amp; Clerk as INFORMATION only</b>	
	No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.	



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21.	<b>Next Meeting dates</b>	
	<p>1. Agenda items and Reports for the 2024 meeting to be submitted to the Clerk – by midday Monday 6<sup>th</sup> January 2025.</p> <p>2. Next meeting to take place Monday 13<sup>th</sup> January 2025, 7.30pm at St Helen’s Church Refectory meeting room.</p> <p style="text-align: center;"><b>Meeting closed at 9.30pm</b></p>	

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

draft until approved and signed