

Waddington Parish Council

Clerk: **Mrs Carol Baird**
4 Park Avenue
Clitheroe
Lancashire
BB7 2HW
Tel: 07581 187615
Email: parishclerk@waddington.website

Local Government Act 1972 Annual Meeting of Waddington Parish Council

Monday 23rd May 2022 7.30pm at St Helen's Refectory, St Helen's Church, Waddington.

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

		Ref no. & Cllrs Proposing & Seconding
1.	Attendance and Apologies	
	Cllr Rattigan welcomed everyone to the meeting. The attendance of WPC Councillors John Rattigan, Roy Edmondson, Chris Sullivan, Sarah Whitwell, Liz Cox, Cathie Melvin, Richard Harrison, were recorded. Also in attendance were Carol Baird, Parish Clerk & RFO, and 2 members of the public; RVBC Councillor Bob Buller and Rev Christopher Wood.	
2.	Election of the Chair 2022/23	
	There was one nomination for the position of Chair; Councillor John Rattigan was elected and voted in unanimously for the Chair role for WPC May 2022-May 2023.	23/05/02 Prop. Cllr CS Sec. Cllr RE
3.	Declarations of Interest	
	There were the following declarations of pecuniary or personal interests received from Councillors in matters identified in the agenda: Cllr Sullivan declared an interest on a planning application relating to 8 Spring Gardens. Clerk, Carol Baird to check that the RVBC website is up to date with regards to the current interests declared by Councillors. She will report back at the next meeting.	
4.	Public Participation	
	There were no items raised by members of the public at the meeting.	
5.	Minutes of previous meeting	
	The accuracy of the Minutes of the previous Waddington Parish Council Meeting held on 11 th April 2022 were agreed and signed by the Chair.	23/05/05 Prop. Cllr CS Sec. Cllr RE
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	6.1 Coronation Gardens request to reduce spread of the Elm Tree Cllr Whitwell has looked into this issue with a Coronation Garden volunteer and has applied for consent for works to RVBC.	
	6.2 Cenotaph Cleaning – Cllr Harrison has obtained access to a	

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	<p>power washer and will be completing the task himself before the Jubilee Celebrations.</p> <p>6.3 Wetter's Bridge HGV Issues – The Clerk to contact LCC Highways again to re-iterate there is an issue with the volume of HGV's travelling along Wetter's bridge, as well as the missing weight restriction signage. The HGV's are causing a problem potentially to the bridge and to the road verges as there are no suitable passing points.</p> <p>6.4 Play Area/Playing Fields – Cllr Harrison offered to obtain the meter readings and collect coins from the electric meter during his induction of the pavilion. The Clerk to investigate how a Legionnaires test could be conducted of the showers during an annual inspection.</p> <p>6.5 Play Area Surface – Cllr Rattigan was successful in obtaining a RVBC grant towards repairing the playground surface. Cllr Harrison was thanked for obtaining three quotations to undertake this work and is to pass on the details to the Clerk for this to be progressed.</p>	
7.	Playing Field agreement – discussion with Cricket and Football Club	
	<p>7.1 An agreement between WPC and the football and cricket clubs is to be written regarding the invoicing, change-over at the start/end of each season etc...– this has been deferred until the next WPC meeting.</p> <p>7.3 There was a discussion on how the pavilion grant obtained by Cllr Rattigan could be used; there has been strong interest expressed in improving the toilets at the pavilion. It was agreed for the grant to be used for new sanitary ware – to be discussed further at the next WPC meeting.</p>	
8.	Haweswater Aqueduct Resilience Programme	
	Cllr Rattigan provided a verbal update on HARP. Cllr Sullivan to add to the draft letter prepared by Cllr Rattigan, which will then be sent to RVBC following agreement/input from all Councillors. Communication with Armstrong Aggregates was also discussed; Cllr Sullivan agreed to progress with further questions to Armstrong Aggregates.	
9.	Election of Committees	
	<p>Staff Committee – Cllrs Cox and Rattigan were proposed and elected as the Staff committee</p> <p>Finance Committee- Cllrs Whitwell, Harrison and Rattigan were proposed and elected as the Finance Committee.</p>	<p>23/05/09 Prop. Cllr RE Sec. Cllr RH Prop. Cllr CS Sec. Cllr RE</p>
10.	Financial Reporting	
	The AGAR financial paperwork was circulated to the Council, voted unanimously, and signed as being a true record of the financial position of Waddington Parish Council at year end 31 st March 2022. There were no questions.	<p>23/05/10 Prop. Cllr JR Sec. Cllr RH</p>
11.	Council's Policy Documents	
	The following policies were updated, reviewed and adopted for 2022: 11.1 Standing Orders	<p>23/05/11 Prop. Cllr JR Sec. Cllr CS</p>

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	11.2 Financial Regulations 11.3 Financial Committee Terms of Reference. The Clerk, Carol Baird to arrange for these to be updated on the website.	Prop. Cllr CS Sec. Cllr RH Prop. Cllr SW Sec. Cllr RE
12.	Allotments	
	<p>Landowner's lease - The landowner's lease with the Alms Houses Trust, was delivered to Pallister and Son's since the last meeting.</p> <p>Allotment Rents – The clerk reported that all rents have been paid one payment has a technical issue which is being resolved.</p> <p>Plot 17 – WPC had been approached by a resident from outside Waddington to utilise plot 17 for growing wildflowers. It is not suitable for use as a standard allotment given the heavy shading. Cllr Melvin and the Clerk contacted current allotment holders and those on the allotment waiting list. As no objection was expressed, the plot will be offered for rental as detailed above.</p> <p>Visit of allotments – It was agreed that there would be a date set at the next meeting for WPC to carry out a visit to the allotments to check the new tenancy agreements are being adhered to.</p>	
13.	Preparations for the Queen's Platinum Jubilee 2-5th June 2022	
	<p>WPC agreed on plans for celebrations at a separate Jubilee meeting on 25th April 222 which included:</p> <p>Thursday 2nd June – Peel of bells at St Helen's Church. Lighting of a National Beacon at Waddow Hall, combined with a BBQ, Children's activities, and fireworks. There will be stalls in the marquee area to publicise WPC, the Duck Race and the Tower Ball Run at St Helen's. WPC will be running a free shuttle bus for residents to get to Waddow all evening.</p> <p>Friday 3rd June – Best Dressed House competition</p> <p>Saturday 4th June – Fun afternoon/sports day/picnic at the playing fields complete with traditional fairground stalls, a bar, tea and cakes, tombola and children's/adult races all afternoon.</p> <p>Sunday 5th June – The St Helen's Tower Ball Run and the Big Jubilee lunch/street parties</p> <p>There has been another leaflet drop around the parish to advertise the events. There will be a working party this weekend to put up the bunting and plant the flowerpots and tubs around the village. Cllr Whitwell has been leading the organisation of the planting and collection of the flowers and thanks were expressed for all of her hard work. All the Councillors are involved in the Jubilee celebrations, and it has been a great team effort.</p>	
14.	Planning Applications	
	3/2022/021 Shireburn Caravan Park Edisford Road Waddington BB7 3LB	

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	<p>Variation of condition 5 (closure of existing access to all traffic except emergency vehicles) of planning permission 21/03/2022 3/2004/0806 to provide free site access to the caravan park via the southern road. 3/2022/0206 8 Spring Gardens Clitheroe Road Waddington BB7 3HH Applications for full consent Proposed two storey side extension to existing dwelling. 3/2022/0318 Grid Ref: 372216 443262 Twitter Bridge Farm Barn Twitter Bridge Farm Twitter Lane Waddington BB7 3LG Proposal: Proposed installation of a global energy systems 'caernarfon' air source heat pump. 3/2022/0268 Grid Ref: 373036 444035 68 Hollymount West Bradford Road Waddington Lancs BB7 3JD Proposal: Proposed single storey rear extension. 3/2022/0330 Plum Tree Cottage 2 Orchard Cottages Branch Road Waddington Clitheroe BB7 3HR Proposal: Proposed alteration to ground floor rear elevation of the cottage. No comments or matters were raised.</p>	
15.	Partnership Meetings	
	No items to report as the latest Parish Council liaison meeting was postponed.	
16.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	Water leaks on Clitheroe Road – Cllrs Sullivan and Rattigan updated the meeting on water leaks that have now been resolved including the leaks around the post office which needed traffic control measures to enable the leaks to be fixed.	
17.	Next Meeting Dates	
	<p>The following dates were agreed: 17.1 Agenda items and Reports for June meeting to be submitted to the Clerk – by midday Monday 6th June 22. 17.2 Next meeting to take place Monday 13th June 2022, 7.30pm at St Helen's Church Refectory meeting room. The meeting closed at 10.10pm.</p>	

All our Agendas and Minutes together with further information about your Parish Council and its activities can be found online at www.waddington.website

Minutes to be agreed and officially signed by the Chair at the next WPC meeting. In the meantime, these minutes are to be viewed as a Draft and displayed in the noticeboards and on the Waddington Parish Council website.