

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 Meeting of Waddington Parish Council

Monday 5th September 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.	Introduction, Attendance/Apologies and Declarations of interest	
	Cllr Rattigan welcomed everyone to the meeting. The attendance of WPC Cllr John Rattigan, Cllr Roy Edmondson, Cllr Sarah Whitwell, Cllr Liz Cox, Cllr Richard Harrison, and Cllr Cathie Melvin were recorded. Also in attendance were Carol Baird, Parish Clerk & RFO, and 2 members of the public; Vanessa and David King – Coronation Garden volunteers.	
2.	Election of Councillor to the vacant position	
	There was one applicant; Mr Alan Coar. Mr Coar's application was circulated, and it was unanimously voted that he be co-opted on to the Council. The Clerk to send the official paperwork to Councillor Coar, and to inform RVBC.	05/09/02 Prop. Cllr JR Sec. Cllr RH
3.	Declarations of interest	
	There were two declarations of pecuniary/personal interests received from Councillors in matters identified in the agenda. These were from Cllrs Whitwell and Cox and concerned item 7 on the agenda relating to the playing field boundary fence. Cllr Cox also declared an interest relating to a planning application; 3/2022/0662 relating to tree works at Beech House.	
4.	Public Participation – in person and via email	
	Coronation gardens Vanessa and David King, Coronation Gardens volunteers asked for a contribution from WPC towards some urgent remedial work required on the footpath, and money towards some trees that need pruning. There are currently a core of 4-6 key volunteers who meet every Monday 9am-12noon to work in the Coronation gardens. Cllr Rattigan asked about the current financial position of the Coronation gardens and was told that the current balance is £1,392. It was agreed that Cllr Harrison and Cllr Whitwell would attend the Coronation gardens on Monday 12 th September at 10am and have a	

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	<p>tour of the gardens with the Volunteers. Cllr Whitwell highlighted that the renovation of the paths in the gardens was on the long term plan of projects for Waddington Parish Council.</p> <p>Hedge at West End Lodge An issue with the overgrown hedge at West End Lodge had been sent via email. The hedge required urgent cutting as it was causing pedestrians to walk further into the road as there is no footpath. This issue was resolved before the meeting as the owners had kindly cut the hedge back without any WPC involvement.</p> <p>The step into the field from the wood at Beechthorpe A resident of the village has highlighted an access problem with the step. Councillor Whitwell offered to visit the resident to try to resolve this issue.</p>	
5.	Minutes of previous meeting	
	The accuracy of the Minutes of the previous Waddington Parish Council Meeting held on 11 th July 2022 were agreed and signed by the Chair with one amendment – the planning permission item number 3/2022/0584 was incorrect and has been removed from the minutes.	05/09/05 Prop. Cllr RH Sec. Cllr SW
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	<p>6a. Lending library installation – The Clerk asked for clarification with regards to the status of ownership and maintenance of the lending library. It was confirmed that the family had agreed to take responsibility for the ownership and any repair and maintenance of the lending library. It will not be going on the asset register of WPC.</p> <p>6b. Brook pollution as a result of building work at Parsons Croft Cllr Whitwell updated the Council on the involvement of the Environmental Health Agency in the process of bore-holing at the above property. There has been a problem of pollution going into the nearby brook. Cllr Whitwell will monitor the situation and keep the Council updated.</p>	
7.	The Pavilion and Playing Fields	
	<p>1. The ROSPA report was received and noted. The actions required by the report are underway; the playground surface repair work is being completed by Bounce Back in September 2022 and the bearing work on the playground equipment is being done by Wicksteeds; the equipment provider.</p> <p>2. The female toilet at the Pavilion has been fixed and invoice paid.</p> <p>3. The draft agreement prepared by Cllr Rattigan for the Football and Cricket clubs was received and noted and will be given to the Clubs in addition to the invoice for rental at the start/end of each season.</p> <p>4. The Pavilion £1,000 grant is to be spent on: fixing the blocked female WC, replacing the tap in the garage with a screw end for a</p>	

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	<p>power washer, and painting the benches around the pavilion and playground area and redecorating the toilets.</p> <p>5. Cllr Whitwell updated the meeting on an issue with the boundary fence of the playing fields. The sheep keep escaping through the fence. The responsibility of the boundary fence lies with WPC. Cllr Whitwell is looking into getting grant funding for WPC for hedge restoration/new fencing and will keep the council updated.</p> <p>6. Hedge Invoice Query – the Clerk to investigate the timetable for the cutting of the playing field hedge and to ask for a quotation before the work is undertaken and to clarify exactly what is being cut.</p> <p>8. The Pavilion cooker failed the PAT test and Cllr Harrison offered to remove it from the Pavilion kitchen.</p>	
8.	Haweswater Aqueduct Resilience Programme	
	<p>Cllr Rattigan updated the meeting on the LCC response with regards to the Quarry/Armstrong Aggregates applying for a two-year extension. WPC has submitted a response regarding HARP to LCC, which had presumed the use of the quarry for taking the waste from the HARP project.</p> <p>Cllr Rattigan offered to write to MP Nigel Evans, Rupert Swarbrick and Bob Buller asking them about the current situation.</p>	
9.	Updates from Committees	
	<p>Staff committee – The staff holiday form is now in operation.</p> <p>Training update – The Clerk attended Quick Book training, and Cllr Rattigan is to attend SLCC Cllr training on 8th September.</p> <p>Finance committee - The date for the next finance committee is 6pm on 17th October; before the WPC meeting at 7.30pm. This meeting will include budget setting.</p>	
10.	Financial Reporting	
	<p>1. The monthly report for the financial year up to September 22 was prepared and circulated by the Responsible Financial Officer, Carol Baird.</p> <p>2. Income received - since the last meeting, income included the VAT return and Concurrent Functions Grant.</p> <p>3. SAAA External Audit programme - Cllr Rattigan updated the meeting on the option to opt out of the external auditor scheme. It was unanimously agreed by a vote not to opt out of the current scheme.</p> <p>4. RVBC Grass cutting invoice - Clerk to confirm again with RVBC the agreement reached in April 2022 for RVBC not to cut the grass on the playing field. The Clerk is to ask for a copy of the contract. Clerk to obtain an estimate on future grass cutting expenditure elsewhere in the village with RVBC. The agreement is to be queried and is not to be</p>	<p>05/09/10 Prop. Cllr JR Sec. Cllr WW</p>

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	signed or sent back to RVBC. The Clerk to also ask RVBC which grass was cut and when during the period of April to September 2022. 5. Change of NatWest Bank Signatories – it is to be recorded in the minutes that Waddington Parish Council wish to make changes to the bank signatories at NatWest bank. Cllr Harrison to be added to the mandate, and former Councillors removed. This was proposed, seconded and unanimously approved.	05/09/10 Prop. Cllr RE Sec. Cllr LC
11.	Council's Timetable	
	The new Council timetable was received and noted. It will be used as a working document at each WPC meeting and kept continually updated. The date for the 2023 WPC 'Fun Day' on the playing field was set as Saturday 10 th June 2023.	
12.	Allotments	
	Visit of allotments – Cllr Cathie Melvin was thanked for her allotment visits. Clerk Carol Baird updated the meeting on the emails from one allotment holder with photographs on how they have improved their plot. Miscellaneous issues – Cllr Melvin suggested that some plots need relabelling, there is a need for new signage on the gate and the boundary fence line needs attention as it is overgrown. The Clerk to progress these issues. The location of the water meter has been queried – Cllr Whitwell offered to investigate.	
13.	Parish Road Signage issues to be reported to LCC	
	It was agreed that each Councillor would take responsibility for an area of the village. The Councillors would report to the Clerk any areas, complete with photographs which need reporting to LCC Highways. The Clerk is to log with LCC Highways the graffiti on the speeding hazard sign at the entrance to the village near the Welcome to Waddington stone.	
14.	Planning Applications	
	The following applications had been received by WPC and no objections or comments were made. 3/2022/0660 12/07/2022 Waddington Old Hall Clitheroe Road, Waddington Clitheroe BB7 3HP Tree Works - T1 (Cedar) Remove to allow adjacent Yew Tree to grow. Application for tree works in a conservation area. 3/2022/0661 12/07/2022 Brooklyn Clitheroe Road Waddington BB7 3HW Tree Works - T1 (Copper Beech) - Reduce by 2m, raise crown to 5m and crown thin by 10%. Application for tree works in a conservation area. 3/2022/0662 12/07/2022 Beech House Slaidburn Road Waddington BB7 3JQ	

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	<p>Tree Works - T1 (Copper Beech) - Crown reduce by 2m, crown thin by 10%, crown raise to 5m. Application for tree works in a conservation area. 3/2022/0677 15/07/2022 8 Queensway Waddington BB7 3HL Proposal: Proposed new tiled roof to conservatory, single storey front and side extensions to create additional living accommodation. 3/2022/0645 15/07/2022 167 Kingfisher Close Shireburn Caravan Park Edisford Road Waddington BB7 3LB Tree Works. Crown raise sycamore owing to loss of light. 3/2022/0456 28/07/2022 3 Croft Barn Backridge Farm Twitter Lane Waddington Lancashire Regularisation of unauthorised change of use from Class E to motor vehicle workshop including selling and displaying motor vehicles externally. Applications for full consent. 3/2022/0539 11/08/2022 163a Kingfisher Close Shireburn Park Edisford Road Waddington BB7 3LB Tree works to 2 x Pine Tree's to be felled or trimmed. Application for tree works 3/2022/0787 19/08/2022 29 Waddow Grove Waddington BB7 3JL Demolition of existing garage and construction of new attached garage</p>	
15.	Partnership Meetings	
	There were no reports.	
16.	Waddow Hall/Duke Edinburgh land issues	
	This item is being deferred to the October meeting.	
17.	Lighting Column licenses	
	There has been communication from LCC regarding lighting post testing, assessment and licencing. The Clerk is to ask LCC for the ages of all the lighting columns in Waddington so that the costs of an assessment can be calculated.	
18.	Matters brought forward by Cllrs/Clerk as INFORMATION only	
	Defibrillator training has been booked for Saturday 22 nd October 10.30am to 2pm at the village club. The Clerk will advertise via posters on noticeboards which will be sent electronically to Councillors for them to publicise with their own contacts too. Councillors to inform the Clerk if they wish to attend the training as there are limited places.	

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19.	Next Meeting Dates	
	<p>The following dates were agreed:</p> <p>17.1 Agenda items and Reports for the 17th October meeting to be submitted to the Clerk – by midday Monday 10th October 22.</p> <p>17.2 Next meeting to take place Monday 17th October 2022, 7.30pm at St Helen’s Church Refectory meeting room.</p> <p>The meeting finished at approximately 9.30pm.</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.