

# Waddington Parish Council

Clerk: Mrs Carol Baird  
4 Park Avenue  
Clitheroe  
Lancashire  
BB7 2HW  
Tel: 07581 187615  
Email: [parishclerk@waddington.website](mailto:parishclerk@waddington.website)

## Local Government Act 1972 Meeting of Waddington Parish Council

Councillors are hereby summoned to attend the above at 7:30pm on Monday 08.02.21  
This meeting will be conducted via Zoom due to the current COVID-19 pandemic restrictions.  
Members of the public are welcome to attend –please find the Zoom meeting link at the foot of this agenda or online at [waddington.website/meetings](http://waddington.website/meetings)

### Agenda

Items for inclusion in the agenda should be submitted to the Clerk seven clear days before the meeting with sufficient supporting information/reports to be sent by the Clerk to all Cllrs before the meeting. Cllrs are to consider these documents in advance of the meeting and be ready to ask questions at the meeting ahead of a decision being sought.

1	Attendance and Apologies	Document Links:
	<i>To note attendance and to receive &amp; approve apologies for absence</i>	
2	Chairman's Announcement	
	<i>Chairman to welcome Cllrs and members of the public and confirm the practice and procedure for the meeting, and set time limits.</i>	
3	Declarations of interest	
	<i>To receive declarations of pecuniary or personal interests in matters identified in the agenda</i>	
4.	Public Participation (max 5 mins per person)	
	<i>To adjourn and hear from members of the public wishing to speak at the meeting (non-residents of Waddington to be heard at the discretion of the Chairman)</i>	
5	Minutes of previous Meetings	
	<i>To resolve to confirm the Minutes of Waddington Parish Council Meetings held on 4<sup>th</sup> Jan 21 to be signed off by the Chairman.</i>	<b>Minutes 4th</b>
	<i>To resolve to confirm the Minutes of Waddington Parish Council Meetings held on 18<sup>th</sup> Jan 21 to be signed off by the Chairman.</i>	<b>Minutes 18th</b>
6	Any matters arising from the minutes & NOT covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	<i>6.1 Letter sent to RVBC re point larger waste bins (prev item 4.3)</i>	
	<i>6.2 Letter sent to LCC re poor standard of work to double yellow lines on Clitheroe Road – confirmation from LCC to be tidied up (5.1)</i>	
7	Haweswater Aqueduct Resilience Programme (HARP)	<b>DT Report</b>
	<i>To receive and note the update report from Cllr Taylor re HARP</i>	
8	Flooding	<b>DT Report</b>
	<i>To receive and note the update report from Cllr Taylor regarding flooding arising from Storm Christoph</i>	
9	ROSPA Playground Inspection	<b>LH Report</b>
	<i>To receive and note the update report from Cllr Haworth regarding the ROSPA requirements following the annual report.</i>	

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	<i>To consider and approve recommendation(s) to spending to maintain the playground.</i>	
<b>10</b>	<b>Planning Applications</b>	
	<i>To consider Cllr Sullivan's report on any response, objections or conditions to be sought in relation to Planning Applications. 3/2021/0033 School House Waddington</i>	<b>CS report</b>
<b>11</b>	<b>Financial Report</b>	
	<i>To consider and note the monthly financial report prepared and circulated by the Financial Officer (and Clerk) Carol Baird.</i>	<b>Document attached</b>
	<i>To consider and approve the invoices for payment in the next period (and any paid under Emergency Powers since the last meeting).</i>	
<b>12</b>	<b>Footpaths</b>	<b>CS Report</b>
	<i>To receive and note the content of the report from Cllr Sullivan regarding Parish Footpaths - To consider and approve the recommendations therein.</i>	
<b>13</b>	<b>Council Policy and Procedure updates</b>	
	<i>To consider and approve the policy documents: New format of Agenda and Minutes, - circulated by the Clerk for adoption by the Council and publication on the website.</i>	
<b>14</b>	<b>Partnership Meetings</b>	
	<i>To receive reports from external partnership meetings which impact on the Parish area e.g. RVBC Cllr updates</i>	
<b>15</b>	<b>Matters brought forward by Cllrs &amp; Clerk as INFORMATION only</b>	
	<i>No debate, resolutions or actions should arise from this item. If necessary, items should be agenda items for the next meeting.</i>	
<b>16</b>	<b>Next Meeting dates</b>	
	<i>To consider and approve the following dates: Draft February minutes to be circulated – by Monday 15<sup>th</sup> February March Agenda to be circulated – by Monday 22<sup>nd</sup> February Reports for March meeting to be submitted to Clerk – by 1<sup>st</sup> March Next meeting to take place Monday 8<sup>th</sup> March 21</i>	

If you would like to receive the minutes of our meetings as soon as they are approved (usually at the next available meeting) then please contact the Clerk at the above address to be subscribed to our mailing list. Zoom Meeting Link for Monday 8th February 2021: [Click Here](#)

All our Agendas, Minutes and online meeting links, together with further information about your Parish Council and its activities can be found on our website at [www.waddington.website](http://www.waddington.website)



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## DRAFT Waddington Parish Council Minutes of Meeting – 4<sup>th</sup> Jan 2021

This meeting took place on Zoom. CB hosted the meeting on behalf of WPC using the WPC zoom license.

### 1.Attendance

**Present:** Waddington Parish Councillors: Doug Parker DP, Roy Edmondson RE, Liz Haworth LH, Gil Fisher GF, Roy Hampson RH, Darren Taylor DT, Chris Sullivan CS, RVBC Councillor Bob Buller BB.

**Apologies:** Rev. Christopher Wood

**In attendance:** Carol Baird CB (Clerk to the Parish Council) and John Haslewood JH as a member of the public.

### 2.Minutes of the latest meetings to be approved and signed

#### Minutes of the WPC meeting on 14<sup>th</sup> December 20

Proposed by LH, seconded by DT with the following two amendments:

1. John Hilton did not attend.
2. Sarah Bolton attended the meeting and commented how concerned farmers are following the site visits made by United Utilities contractors regarding the various proposed village bypass routes

#### Minutes of the WPC HARP Extraordinary meeting on 19<sup>th</sup> November 20

Proposed by DT, seconded by LH with the following amendment; it was agreed to insert the two paragraphs of discussions which had been omitted in error by the clerk in trying to make the minutes more concise.

### 3.Borough Council / County Council Update

BB updated WPC on the impact of the current Tier 4 level on RVBC. The immunisation against covid-19 has started at Clitheroe Health centre and will be open six days a week in the coming months.

### 4.Matters arising

#### 4.1 Waddington Parish Councillors paperwork

CB has received the paperwork from CS about becoming a new WPC Cllr. This will be signed by DP and submitted to RVBC to go on their website.

#### 4.2 Defibrillator update - LH

LH updated the meeting on the registration details of the defibrillator. Liz has agreed to maintain the defibrillator by checking it regularly on behalf of WPC.

#### 4.3 Dog waste issues update – DT

WPC decided the open topped bin by the bridge on Clitheroe Road should be replaced with a closed bin in a nearby location – over by the bridge.

**Action –** DT to send CB a draft letter this week with photos to send to RVBC proposing the change of location of the bin and requesting a greater capacity closed bin. CB to find out if there are cost implications, and if so to update the February WPC meeting.

#### 4.4 Dog Signs – update by LH

LH has purchased more dog signs for £13.85 and this item to now be removed from the Agenda.

**Action –** LH to send CB a copy of the invoice

#### 4.5 Update on the HARP project - DT

Before the meeting DT had sent Cllrs an updated report on HARP. DT reported that UU have set a new deadline of their (UU's) preferred routes of the HARP of this Friday 8<sup>th</sup> Jan and these will be published on the UU website before the public meeting on Monday 11<sup>th</sup> January. The meeting on Monday is facilitated by UU and is on Microsoft Teams.

#### HARP – WPC leaflet drop

Over 100 people have responded to the WPC leaflet drop and have registered for HARP updates by email. The leaflet drop went to 550 homes in the Waddington Parish.



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## HARP – Monday’s public meeting hosted by UU

In preparation for the public meeting DT has sent to Cllrs a list of 26 questions he proposes to send to UU in advance of the meeting. In summary he does not want the UU presentation to mean that the time runs out for questions. He suggests that the 26 questions should not take up more than half of the meeting. DT spoke to UU today to confirm which routes are still being considered. DT is keeping all the proposed routes on the website for all to see.

GF raised the issue of who has received the flyer and who might be attending the public meeting on Monday 11<sup>th</sup>. She is concerned that the Waddington electorate is only part of the wider HARP area which is going to be affected by HARP. DT confirmed he only delivered 5 extra leaflets to those houses which were on the border of the Parish or just over it. There was a discussion who should be attending the meeting, and if it should be advertised more widely. LH and GF suggested that the Parish Clerks of West Bradford and Chatburn be invited to join the meeting. RH suggested that UU are hosting the meeting so that they should invite the local Parishes via their Parish Clerks. CS expressed caution at people having too high expectations of the meeting on Monday. CS spoke to Head of planning at RVBC to talk more about the planning process. It will be treated in the same process as any planning application process and be voted on by RVBC.

**Action** – CB to contact the Clerks locally to inform them of the meeting and invite them to attend. It was agreed to email the clerks of West Bradford, Chatburn, Grindleton, Newton, Sawley and Bashall Eaves. The email would say that WPC have sent out the leaflet attached and the information to access the public meeting. DT to prepare the email and CB to send it to the local Parish Clerks.

## HARP - queries raised by Waddington villagers

LH raised the issue of who to respond to questions about HARP which have been raised. DT offered to respond to the questions. This was voted on by a show of hands and unanimously agreed.

**Action** - DT will respond to the comments on behalf of WPC. BB was asked to find out who are the key people at RVBC and LCC who have been on site visits with UU locally. BB will try to identify the key people especially with regards to the test drive through as despite several requests by DT no information has been forthcoming. RE requested that BB also asks for footage of the test drive through.

## HARP - Quarry and traffic discussion

CS asked about the quarry and that the use of the quarry for taking the spoil from the HARP is an enabler for the whole project. CS would like to keep the pressure on the companies involved to make an agreement. John Haslewood commented that the traffic flow through the village would increase regardless as tippers would be replaced by tankers in terms of taking fuel up to the quarry site.

## 4.6 Website

DT updated WPC on the progress made so far on the new WPC website. It is almost ready and will contain all the information from the old website. DT has contacted white sands media and informed them of the change-over. DT requested a decision tonight to move over the website hosting asap. DT recommends waddington.website is the domain name. The cost for keeping the clerks email until July 21 would be £3.50 per month. LH suggested the name should be waddingtonvillage.website and the clerk email can be reviewed before it expires in July 21.

**Action** – DT to change the current provider and domain name to ideally include the words waddingtonvillage.

## 5. Highways

### 5.1 Double Yellow Lines on Clitheroe Road

There is a lot of paint left on the roadside which has been melted off. This is still a problem as some debris has been swept off, but it has made clear that the original lines still remain.

**Action** – CB to contact LCC again to raise the issue of the unsatisfactory workmanship.

### 5.2 Flooding – update by DT

DT is pleased to report there has been no further flooding at the Higher Buck even during the heavy recent rainfall. DT has spoken to the resident 43 Waddow View and informed them of the WPC agreement to contribute £450 to a flood gate. DT will update further at the next meeting. John Haslewood is still concerned about flooding problems at Spring Gardens. DT re-assured the meeting that these issues are still very much on the WPC



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Agenda. There have been surveys conducted by key parties involved. There should be feedback within two months.

## 5.3 Bollards at the Lower Buck Barn on Edisford Road

Councillors have noticed that the bollards have been removed from Edisford Rd whilst building work is being undertaken at the property. CB has sent a letter from WPC asking that the bollards are replaced following the end of the works.

## 6. Playing Field/Playground/Allotments/Other Village Assets

### 6.1 ROSPA Playground Inspection

LH proposed WPC do the minimum repairs as specified as being necessary in the August ROSPA report. These include replacing the roller log, and to fit bearings to equipment to make them useable. She obtained a quotation for £1670. LH requested the approval of the WPC to use social media to ask for alternative quotes to find cheaper options. The work would be in two parts – remedial work to be done now and then a further decision to be made about the wet pour surface at a later date.

**Action:** A unanimous vote agreed for LH to get the remedial work done.

### 6.2 Allotments

#### 6.2.1 Allotment contracts renewal

All the allotment holders have contacted CB to ensure their tenancy is renewed.

#### 6.2.2 Comments from Allotment holders sent with the renewal of contracts

A comment from an anonymous allotment holder was discussed about the amount of concrete on the allotments. It was agreed that the situation should be monitored and reviewed before the renewal of tenancies in 2021.

6.2.3 Decisions on use of Plot 17 – to be deferred until a Spring meeting April/May. DP commented that he had spoken to plot 4 allotment holder who commented he would like the area to be used for leisure purposes. LH commented it was difficult to make decisions in the current covid climate via zoom meetings. It was agreed to postpone any decisions until the Spring.

## 7. Planning Applications

The weekly list of RVBC planning applications is circulated to WPC Councillors. Since the last meeting there were no planning applications objected to.

## 8. Accounts

### 8.1 Expenditure and income update from 14<sup>th</sup> December 2020 to 4<sup>th</sup> January 2021 (items of £100 or more)

#### Expenditure (items over £100)

Clerk's salary for December	£358.28
John Pallister – allotment rent 2021	£275.00
Fisher Forestry	£240.00

The extra work concerning HARP being undertaken by the clerk over the six hours paid per week was discussed. It was unanimously agreed that the clerk should be paid the standard wage rate for hours recorded on a monthly basis worked above this level.

### 8.2 External Audit

CB updated the meeting that WPC are still awaiting the approval of the accounts from the external auditor. The internal audit was completed in September 20. Once WPC receive the certificate from the external auditor the accounts will be published on the website.

## 9. Correspondence

### 9.1 CAB request for donation

It was unanimously agreed to send a donation of £150 to CAB Clitheroe.

**Action** – CB to action donation.

### 9.2 Footpaths Improvement

CB publicised the email from the PNFS – the Peak and Northern Footpaths Society. CS offered to contact the society to discuss further.





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**Action** – CB to forward the email to CS.

### **9.3 Timetable for policies to be agreed by WPC**

CB proposed that WPC have a timetable of key policies which require updating on a yearly basis. CB proposed to send a timetable before the next WPC meeting and to discuss and amend and approve the Standing Orders at the February WPC meeting.

#### **Action**

It was unanimously agreed and CB to send the proposed timetable and Standing Orders before the next meeting.

The meeting closed at 9.30pm

**All are very welcome to attend Parish meetings. At the current time meetings are taking place by Zoom. If you would like to be added to the email distribution list please contact the Clerk, Carol Baird, at the above address. Thank you.**



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**Local Government Act 1972  
Extraordinary Meeting of Waddington Parish Council to discuss  
the Parish Clerk undertaking the CILCA Qualification**

Monday 18<sup>th</sup> January 2021

This meeting was conducted via Zoom due to the current COVID-19 pandemic restrictions.

## Minutes

*Minutes from our meetings are normally reviewed and agreed at the following scheduled meeting and thereafter published to the village website.*

		Resolutions Prop & Sec'd
<b>1</b>	<b>Attendance and Apologies</b>	
	The attendance of Cllrs D Parker, L Haworth, R Edmondson, G Fisher, R Hampson, D Taylor and C Sullivan were recorded, and no apologies were received.	
<b>2</b>	<b>Chairman's Announcement</b>	
	The Chairman welcomed Cllrs and members of the public and delegated chairing of the meeting to Cllr L Haworth due to issues with information technology.	
<b>3</b>	<b>Declarations of Interest</b>	
	No declarations of pecuniary or personal interests were received from Councillors in matters identified in the agenda.	
<b>4.</b>	<b>Public Participation (max 5 mins per person)</b>	
	There was no public present at this meeting.	
<b>5</b>	<b>Minutes of previous Meeting(s)</b>	
	This was a short extraordinary meeting with one item of business so the minutes of the previous WPC ordinary meeting will be delayed until the next WPC meeting on 8 <sup>th</sup> Feb 21.	
<b>6</b>	<b>Proposal for the Parish Clerk to undertake the CILCA qualification. The reason for this extraordinary meeting was due to the CILCA course starting before the next regular WPC meeting.</b>	
	The proposal for undertaking the CILCA was borne out of the interview when the Clerk was offered the employment as Parish Clerk. It was discussed at the time that the qualification should be completed by the Clerk as soon as was practically possible.	Prop. LH Sec'd RE All Cllrs agreed
	In advance of the meeting the Clerk had emailed all Cllrs a breakdown of the modules for the qualification and the costs involved.	
<b>7</b>	<b>Proposal for WPC to cover the costs of the CILCA</b>	
	The costs were outlined as the following: Initial cost of £150 to register for CILCA with LALC tutors Cost of CILCA to be paid to SLCC £410 The cost of the books to complete the course tbc. These will be used to start a library for WPC of essential reference documents.	Prop. LH Sec'd RE All Cllrs agreed
<b>8</b>	<b>Proposal for WPC to cover the cost of an IT upgrade</b>	



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	The current computer package used by the Clerk is outdated and needs to be upgraded to a more efficient and secure Word package and to move all WPC documents on-line to the Cloud using One Drive.	Prop. LH Sec'd RE All Cllrs agreed
<b>17</b>	<b>Next Meeting date</b>	
	The next meeting of WPC is on Monday 8 <sup>th</sup> February 2021	

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**Carol Baird**  
Clerk to Waddington Parish Council

DRAFT





# WADDINGTON PARISH COUNCIL REPORT TO THE COUNCIL

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Meeting Date: Monday 8<sup>th</sup> February 2021  
Title: HARP update  
Submitted By: Cllr Darren Taylor

## 1. PURPOSE

- 1.1. To inform the Council of the developments with HARP since the last full meeting of the Parish Council on 4<sup>th</sup> January 2021.

## 2. ISSUES

- 2.1. The dedicated HARP section of the [waddington.website](#) has been developed further since its initial launch on the 1<sup>st</sup> January 2021 to include;
  - 2.1.1. A Google map outlining the tunnels, compounds and haul roads as initially published by United Utilities but subject to ongoing design, consultation and Environmental Impact Assessment.
  - 2.1.2. The 26 questions submitted to United Utilities in advance of the Public Meeting on the 11<sup>th</sup> January
  - 2.1.3. The Preliminary Route on a map as identified at the above meeting.
  - 2.1.4. Link to a subscriber registration form to collate details of parties interested in receiving updates from the council.
- 2.2. The email marketing software, Mailchimp, has been utilised by the council for the first time to efficiently communicate four HARP updates so far to 200 subscribers. 80% of which kindly provided their Post Codes as Waddington residents. There are opportunities to use this system further to engage more effectively with the electorate on a range of issues in the future. A total of 545 households were identified through the electoral roll and received a leaflet encouraging registration.
- 2.3. The recent subscription to Parish Online also proved effective in presenting HM Gov data layers to website users for consideration when viewing the potential routes under consideration by United Utilities. Going forward, this system has much more scope to present information such as popular footpath routes, village amenities and WPC assets in due course.
- 2.4. The content of the leaflet and dedicated website page was a carefully considered balance between not causing unnecessary distress to residents and ensuring awareness was raised as to the potential impact on many sections of the community. Many residents have thanked the council for the effort put into the communication, particularly on the subject of a potential new road which United Utilities notified the council of mid-November 2020.
- 2.5. The Public Meeting, arranged and held by United Utilities at the request of the Parish Council, was well attended with over 115 individuals, mainly residents, logging in. The feedback was generally positive, with some frustration voiced about questions not being responded to on the evening.



- 2.6. The United Utilities consultation team volunteered to provide written responses to the questions submitted. A three-page FAQ document has been received and is attached and will be published to the website and circulated to subscribers. It falls short of answering all the advance questions submitted, focusing on those submitted through the chat function - although some queries have been superseded as time has moved on.
  - 2.7. The consultation team have stated that their virtual exhibition is being updated to reflect recent decisions and to reflect what United Utilities will be putting forward in their planning submissions.
  - 2.8. A summary of the broad range of views and concerns of the electorate will be drawn up thereafter for debate by the council at the March monthly meeting of the parish council.
3. RECOMMEND THAT THE COUNCIL
- 3.1. Note the content of this update.
  - 3.2. Debate any additional action to be taken by the Council at this point in time.

Councillor D. Taylor  
1<sup>st</sup> February 2021



# WADDINGTON PARISH COUNCIL REPORT TO THE COUNCIL

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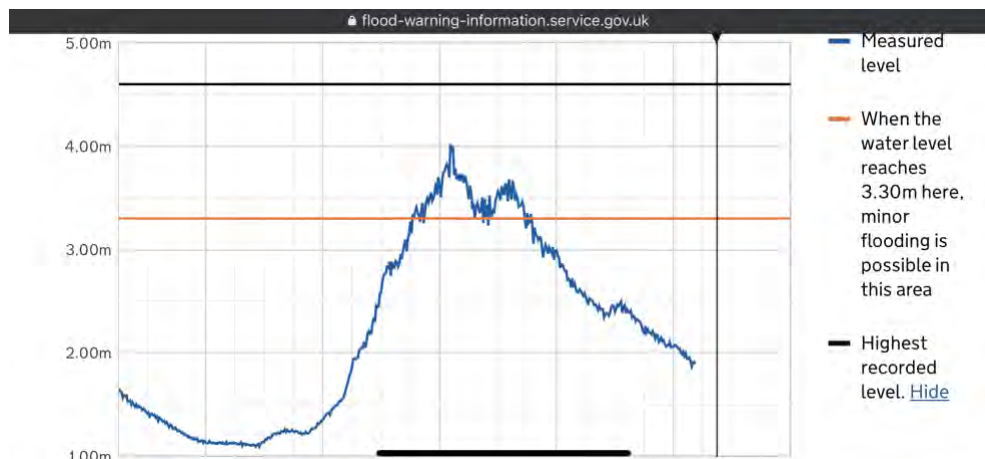
Meeting Date: Monday 8<sup>th</sup> February 2021  
Title: Waddington Flooding Issues Jan 2021 – **Storm Christoph**  
Submitted By: Cllr Darren Taylor

## 1. PURPOSE

- 1.1. To inform the Council of the flood impact of Storm Christoph between 19<sup>th</sup> and 21<sup>st</sup> January 2021 on Waddington parish.

## 2. ISSUES

### 2.1.



- 2.2. Storm Christoph caused significant flooding across the UK with the NW and NE hardest hit. The Upper Ribble catchment of which Waddington forms part was subject to a flood alert over three days. Parts of the county experienced a month's worth of rain in 48 hours.
- 2.3. The River Ribble at Waddington/Low Moor reached a peak water level of 4.05m at 2am on Wednesday 20<sup>th</sup> January 2021. This was only 60cm lower than the highest ever recorded at this location on 9<sup>th</sup> February 2020.
- 2.4. Despite the experiences elsewhere, the Waddington Brook did not breach at Spring Gardens; the water level met the bridges at The Bungalow and adjacent Coar Farm Bridge but it did not throttle the flow sufficiently to back up to Overbeck bridge as seen in February and November 2020. This is attributed to the steady, even rate of the rainfall as opposed to the sudden flash flooding experienced previously.
- 2.5. The recent flood event along the rear path of Waddow View was also not repeated with the water remaining 150mm below the culvert level. The floodgate to be funded by the Parish Council has yet to be fitted at this location and a temporary solution put in place by residents was not tested on this occasion.



- 2.6. Elsewhere there was excessive surface flood water at Slaidburn Road by the quarry over a blind brow which has been reported to Lancashire Highways, water was visible flowing from the quarry pool in that area.
- 2.7. Soil and mineral run off from the building site at the Moorcock was at unacceptable levels and has been reported to the relevant authorities as this is not confined to this storm and is evident on each rainfall event.
- 2.8. Surface water at Edisford Road, at Twitter Lane bridge, at Coplow Brook by the school and on Clitheroe Road towards Brungerley were all at levels which vehicles could readily pass with care but were high risk to motorcycles, bikes and pedestrians. These locations require medium to long term plans to reduce the flooding and are prioritised as such.
- 2.9. The twenty LCC flood assets were checked ahead of and monitored during the storm. These range from a drainage ditch at the end of Cross Lane to the main bridge at Brungerley and are the responsibility of LCC to maintain and keep clear of obstructions. They include locations that caused problems in November such as the bridge at Overbeck and the debris screens at Leawood Cottages. These have now been mapped and will feature on the forthcoming *Flood* section of the new website, complete with LCC contact details and a link to online fault reporting including the names of the assets and coordinates allocated by LCC. The map is attached for reference in the interim.
- 2.10. Consultation with the LCC Flood Risk Manager continues, he is to hold a quarterly *Making Space for Water* partnership meeting in February when partners are expected to comment on Waddington issues reported in November on the agenda. It is hoped that short-, medium- and long-term actions will be developed for the parish with key partners as a result.
- 2.11. In addition, targeted funding and opportunities for partnership work on innovative solutions for flood resilience in the area are being explored, in an attempt to slow the flow of water through the village in the first instance. This will be critical if the current watercourses are able to contend with increasing flood events and volumes of water due to climate change.
- 2.12. Surface flooding at the top of the village, particularly along the length of the B6478 Slaidburn Road from Teewood and Chancery was significantly reduced due to clearing of culverts, gullies and diverting water into the escape lane. There are opportunities to make alternative use of this land if LCC are unwilling to maintain it for its original purpose. Specifically, as a water catchment/attenuation pond to deal with flash flooding.
- 2.13. The problematic gully in the wall recess of the Higher Buck Public House and its recently diverted connection to Waddington Brook was monitored closely and it appears to have corrected the problem, having stood up to a reduced volume of water encountered in this storm. There was no flooding in the pub for the first time in over four years.
- 2.14. Cllr Taylor remains in dialogue with LCC, EA and UU on the subject of flooding. A Flood Action Group will be established in the near future and partnership activity will be coordinated through this body of volunteers. A page at [waddington.website/flood](http://waddington.website/flood) will be operational soon with a contact email address of [flood@waddington.website](mailto:flood@waddington.website) now in use with partners.



3. RECOMMEND THAT THE COUNCIL

3.1. Note the content of this update.

Councillor D. Taylor  
1<sup>st</sup> February 2021





LCC Flood Assets

Waddington CP

20 Flood Assets listed on LCC website Sept 2020. Not shown are Cross Lane Drainage Ditch and Brungerley Bridge. Red icon signifies work considered as required,



Author: D. Taylor  
Date: 18/11/2020



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WADDINGTON PARISH COUNCIL  
REPORT TO THE COUNCIL

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Meeting Date: Monday 8th February 2021

Title: ROSPA Playground Inspection Actions Required

Submitted By: Cllr Liz Haworth

1. PURPOSE

1.1 To ensure remedial works are carried out to meet ROSPA standards.

1.2 To discuss improvements to the tired, faded wet pour flooring and the safety of users.

2. ISSUES

2.1 Further to the last meeting it was resolved that the Parish Council would action the maintenance repairs as stated below less the power washing. I have instructed Playworks Building Services to carry out Works to include – (taken from Playworks written quote)

2.1.1 Roller Log – replace and fit new Log Run @ £1250.00

2.1.2 Honeycomb Whirl Roundabout -. Using your bearing you have purchased from us in previous year, attempt to replace again\*\*\*in 2017 and 2018 I was unable to replace bearing as the toothed gear inside was fully ceased\*\*\* I can attempt to do this again and recommend that I spend up to 3 hours trying to do so at a cost of £125.00 using the free issue Bearing that you have, thereafter if I am unsuccessful I will contact you with regards to how you wish to proceed. \*\*I will use a heat treatment this year also.

2.1.3 Two x Bearing fit to the Rotator, repair and grease @ £295.00

2.2 Two areas of quote were requested to be put on hold.

2.2.1 One was flooring under the overhead rings, and 2 patches identified near the slide, the surface is badly cracked, patch and repair with black EDPM @ £395.00.

2.2.2 The second was to Power wash the equipment and all the wet pour area @ a cost of £700.00.

2.2.3 It was resolved to put these two matters (2.2.1 & 2.2.2) on hold as we felt the price of the power washing was too high. It was agreed to gain an alternative quote and if we were to decide to replace the entire area, patching work would not be necessary.

2.2.4 Contact has been made with Gary Massey who has a car valeting business and he agreed to clean the play equipment and flooring at a cost of £350. He anticipates this to be £150 per day for 2 days labour and cleaning supplies equipment of £50. He will need access to power and water. I have raised my concerns over the low water pressure from the pavilion and have agreed to meet him onsite for him to see what facilities are available to him. It may be that he must go off site to top up his water tank for power washing.



2.2.5 All Cllrs had been asked to look at the playground area in order to discuss whether it was time to replace the whole wet pour area.

2.2.6 It was agreed that the area was looking faded, shabby and tired and we should investigate replacing the entire area to give the play area a new lease of life whilst tackling the issue of safety for users around trip hazard areas. I have asked Playworks to provide a quote for this. A figure of around £10,000 was anticipated, but not yet received.

2.27 Awaiting the quote, however, is the reason that 2.2.1 works has been put on hold until we decide on the flooring moving forwards.

2.28 Post COVID I would like the Parish Council to encourage a group of volunteers (sub-committee or less formal) that would like to help with the Play Park to help with the general cleaning i.e., litter picking, sweeping, clearing leaves, cleaning the equipment when necessary and to bring to the Parish Council any maintenance matters; and/or to arrange group cleaning/clearing sessions in a social manner, perhaps coinciding with family picnics on the park etc or such like.

### 3. RECOMMEND THAT THE COUNCIL

3.1. Note the content of this update.

3.2. Discuss quote obtained by Gary Massey to undertake the cleaning works at a cost of £350 and decide whether to employ him for these works.

3.3 Await quote for wet pour area.

3.4 Look into available grant funding for the replacement of the flooring/and or balance log.

Councillor Liz Haworth

2nd February 2020



WADDINGTON PARISH COUNCIL  
REPORT TO THE COUNCIL

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Meeting Date: Monday 8th February 2021

Title: ROSPA Playground - Quote for wet pour area

Submitted By: Cllr Liz Haworth

1. PURPOSE

1.1 To discuss attached quote to replace wet pour/rubber flooring for play area of £17,500 + Vat

2. ISSUES

2.1 The floor is perishing due to age and needs to be either be patched or replaced.

3. RECOMMEND THAT THE COUNCIL

3.1. Note the content of this update.

3.2. Decide whether or not we wish to go ahead and replace the flooring. If not, do we want to patch the cracked areas under the overhead rings and at the bottom of the slide at a cost of £395 + VAT?

3.3. Look into available grant funding for the replacement of the flooring.

Councillor Liz Haworth

4th February 2020



WADDINGTON PARISH COUNCIL  
REPORT TO THE COUNCIL

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Meeting Date: Monday 8th February 2021

Title: Process for responding to planning applications

Submitted By: Cllr Chris Sullivan

1. PURPOSE

1.1 To propose a revised process for WPC responding to planning applications.

2. ISSUES

2.1 Over the last three months I have been requested (along with all other councillors) to pass comment on several planning applications submitted to RVBC and in all cases been asked to approve the schemes based on personal views rather than against a set of guidelines drawn up by the Parish Council.

2.1.1 The writer believes that the process would be improved by the Parish Council devising and publishing its own Neighbourhood Plan for Waddington to then give a degree of consistency and transparency to our responses.

2.1.2 A Neighbourhood Plan would take some time to produce and would present an opportunity to get community buy in and consensus on issues and features of redevelopment.

This is a good example of a Neighbourhood Plan

<https://www.hiltonparishcouncil.org.uk/neighbourhood-plan.html/>

A sub group of the Parish Council would be the most effective way of progressing this and forming ..The Planning Group.

3. RECOMMEND THAT THE COUNCIL:

3.1. Note the content of this update.

3.2. Approve the formation of a sub group of 3 persons to deal with planning issues.

3.3 Ask for councillors to formally apply to join the Planning Group and to highlight in their application their skills, experiences and interests in relation to the role.

3.4 Makes the first agenda item for the Planning Group to work on the Neighbourhood Plan.

3.5 Delegate authority for the Planning Group to produce the Neighbourhood Plan with Full Council to approve the final plan.



3.6 Approve the opportunity to co-opt additional parishioners (Max 2) with relevant skills onto the Planning Group.

3.7 Give delegated authority for the Planning Group to pass comment on all planning applications until the Neighbourhood plan is produced rather than all the council members be required to comment.

***Councillor Chris Sullivan***

***3rd February 2020***



# Waddington Parish Council

Clerk: **Mrs Carol Baird**  
4 Park Avenue  
Clitheroe  
Lanashire  
BB7 2HW

Tel: 07581 187615  
Email: [parishclerk@waddington.website](mailto:parishclerk@waddington.website)

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## Monthly Update

### Financial Position as at 01 Feb 2021

Opening Balance on the 1st April 2020 **£7,686.31**

Plus 2020/2021 Total Income to date £16,243.83

Minus 2020/2021 Total Expenditure -£20,324.89

#### Expenditure Over £100 (Date range 02/01/21 and 01/02/21)

Donation to CAB Clitheroe	-£150.00
Tree Cutting	-£240.00
CILCA professional qualific	-£150.00
Christmas Tree	-£350.00
Salary	-£358.28

**Most Recent Closing Bank Balance as at 01 Feb 2021** **£3,605.25**

Mrs Carol Baird  
Responsible Financial Officer  
01/02/2021





WADDINGTON PARISH COUNCIL  
REPORT TO THE COUNCIL

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Meeting Date: Monday 8th February 2021

Title: Footpaths

Submitted By: Cllr Chris Sullivan

1. PURPOSE

1.1 To update the WPC on progress since Cllr Sullivan took on the liaison role with Shirley Addy of the Peak and Northern Footpaths Society

2. Update

- 2.1. Shirley last inspected paths in Waddington in 2017. Her current approach is always to report all faults to the PROW(Public Rights of Way) Officer at LCC, Highways Authority at LCC and PNFS.
- 2.2. In law the HA is responsible for footpaths and bridges and the landowner or tenant for the safe condition of stiles and gates.
- 2.3. Once reported, the HA then contact the landowner regarding the fault. Ideally the landowner will fix the problem, but sometimes the HA will repair the stile themselves.
- 2.4. Shirley has asked for a list of footpath issues which she would then take up with the PROW on our behalf.
- 2.5. I am a regular walker and have begun to compile my own list of issues. There is no doubt that due to almost a year of lockdown and a major increase in walkers that many paths have become difficult underfoot and the wear and tear on wooden stiles of heavy use is apparent.
- 2.6. There are some outstanding examples of farmers replacing stiles with galvanised kissing gates at Lower New House and at the Southern end of the path to Page Fold. However, the lack of improvements to the footpath surface at these gates means that heavy foot traffic and heavy rain have produced a quagmire situation. Photo attached.
- 2.7. At the same time Cllr. Darren Taylor has been updating the format of the village website and it would feature village walks. It would seem an opportune time to ensure the paths are as safe and in as good a state of repair as possible.
- 2.8. For info.. Wilpshire Parish Council improves some of their own paths, usually surface ones or boardwalks, with some financial support from HA. I believe this parish, which is where Shirley Addy resides, is unique in having such an arrangement with the LCC. In future years this may be an option for WPC and a budget submitted to reflect the spend.



3. RECOMMEND THAT THE COUNCIL:

3.1. Note the content of this update.

3.2. Approve that WPC uses the PNFS as a support organisation for footpath improvements. Cllr. Chris Sullivan designated to act as the coordinator for WPC.

3.3 Ask for councillors and parishioners to submit footpath issues to be addressed to Cllr Sullivan. Chris to then submit a prioritised list to PNFS by 1<sup>st</sup> March.

***Councillor Chris Sullivan***

***3rd February 2020***









# WADDINGTON PARISH COUNCIL REPORT TO THE COUNCIL

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Meeting Date: Monday 8<sup>th</sup> February 2021  
Title: Computer equipment for the Clerk  
Submitted By: Cllr Darren Taylor

## 1. PURPOSE

- 1.1. To inform the Council of the necessity for the purchase of a monitor, keyboard and mouse for the office of the Clerk to the Council.

## 2. ISSUES

- 2.1. The Clerk has the use of a laptop and printer for carrying out her duties. These were acquired by the Council some years ago and are still fit for purpose.
- 2.2. The amount of computer-based work carried out by the Clerk is increasing and is likely to do so given the HARP, raising standards with the CiLCA programme and overhauling the administration procedures including financial control.
- 2.3. The Health and Safety (Display Screen Equipment) Regulations 1992 set out obligations on the council as employers to ensure the correct equipment is available to employees who are expected to use computer equipment for extended periods.
- 2.4. Whilst the Clerk's hours of employment are limited, Mrs Baird is embarking on a course that will increase her hours significantly through training.
- 2.5. It has been assessed that the following items, if purchased and put in place, will significantly mitigate some of the Display Screen Equipment (DSE) risks relating to posture, excessive laptop touchpad and keyboard use, and screen glare/eyesight.
  - A Hewlett Packard v24" full HD computer monitor £99.00
  - A Wireless keyboard and mouse £28.99
  - A laptop stand £12.99 and
  - A HDMI cable adaptor £7.29
- 2.6. The equipment will remain the property of the Council and will be added to the asset register. There are sufficient funds in the budget to purchase the items.

## 3. RECOMMEND THAT THE COUNCIL

- 3.1. Note the content of this report.
- 3.2. Consider and authorise payment in the sum of £148.27 for the items outlined above.

Councillor D. Taylor  
1<sup>st</sup> February 2021

