

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

Members of the Council are hereby summoned to a Meeting of the Parish Council to be held in person on Monday 13th December 2021 at 7:30pm at the Vestry meeting room at St Helen's church Waddington (entrance by the stocks/pinfold at the door at the side of the church)



C. Baird (Clerk & RFO)

Agenda

Items for inclusion in the agenda should be submitted to the Clerk seven clear days before the meeting, with supporting information/reports to be sent by the Clerk to all Councillors 3 clear days before the meeting.

ALL ATTENDEES ARE ASKED TO TAKE A LATERAL FLOW TEST 12HRS BEFORE ATTENDING. A COVID secure venue risk assessment has been conducted. All attendees are requested to wear a face mask on attendance, unless exempt, and to only remove masks when seated at least 2 metres from another. You may choose to wear a mask throughout the meeting.

1. Introduction	
	<i>Chair to welcome Councillors and members of the public, and to explain the process for co-opting a new Councillor at Agenda item 7.</i>
2. Attendance and Apologies	
	<i>To note attendance and to receive and approve apologies for absence.</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 Chair).</i>
5. Minutes of previous Meeting	
	<i>To resolve to confirm accuracy of the Minutes of Waddington Parish Council meeting held on Monday 8th November 21 - to be signed off by the Chair.</i>
6. Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	<i>Draft minutes of Nov. meeting</i>
	<ul style="list-style-type: none"> • <i>Traffic mirror query received regarding 51 West View – resolved.</i> • <i>Broadband on West Bradford Road – information supplied by WPC.</i> • <i>Thanks to Roy Edmondson for taking down the lamppost poppies.</i>

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	<ul style="list-style-type: none"> Thanks to Sarah Bolton for organising the buying, setting up and lighting of the village Christmas tree in tricky weather conditions. WPC is now subscribed to the ICO to fulfil GDPR requirements. 	
7.	Co-option of a new Councillor	
	<i>New Councillor to be co-opted and welcomed to the meeting.</i>	<i>Councillor application forms circulated to Councillors</i>
8.	Haweswater Aqueduct Resilience Programme (HARP)	
	<i>To receive and note a verbal update on HARP by Cllr Rattigan.</i>	
9.	Updates from Committees	
	<p>Staff Committee 9.1 Clerk/public/press to leave the meeting for this Agenda item. To receive and note the first staff meeting report from 3/12/21. Clerk to return to meeting after this Agenda item.</p> <p>Finance Committee 9.2 To receive and note the Harold and Alice Bridges Charity £1000 grant to be spent on the cleaning/re-decorating of the Pavilion – update by Cllr Rattigan.</p> <p>9.2 Update on latest communication from HMRC regarding VAT matter raised – update by Cllr Rattigan.</p> <p>9.3 Proposal for WPC Business Plan. To receive and note the report prepared by Cllr Rattigan for a business plan for WPC.</p>	<p><i>Staff meeting report circulated to Councillors.</i></p> <p><i>Report circulated to Councillors.</i></p> <p><i>Business plan proposal circulated to Councillors</i></p>
10.	Monthly Financial Reporting	
	<i>To receive and note the monthly report prepared and circulated by the Responsible Financial Officer, Carol Baird.</i>	<i>Monthly report circulated on 13/12/21</i>
11.	Council's Policy Documents	
	<i>No policies to be approved/adopted this month. In the New Year the new staff contract to be approved alongside several employment policies.</i>	
12.	Allotments	
	<i>To receive a brief verbal update from the Clerk, Cllrs Rattigan, Cox and Melvin on the progress of a new WPC tenancy agreement with landowners Waddington Hospital Trust.</i>	
13.	Preparations for the Queen's Platinum Jubilee 2-5th June 2022	
	<i>- This item is for information only. Any decision making is to be deferred to</i>	

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	<i>the New Year as agreed in November 21 meeting minutes.</i> - <i>The Clerk Carol Baird has a brief verbal update on this item concerning the Duck Race meeting planned for 2022 and the Big Lunch.</i>	
14.	Planning Applications	
	3/2021/1195 19/11/2021 Comments to be submitted by 24 th December 21. 43 Waddow View Waddington BB7 3HJ Proposed demolition of existing utility room extension and replacement with single storey rear and side extension. Applications for full consent.	<i>Circulated to Cllrs between meetings for comment</i>
15.	Partnership Meetings	
	<i>To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.</i>	
16.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	<i>No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.</i> - Cllr Edmondson – verbal update on the theft of the cenotaph light. - Cllr Edmondson – verbal update on the Country Kitchen Café. - Clerk – verbal update on progress on a Waddington-Clitheroe cycle lane	
17.	Next Meeting dates	
	<i>To consider and approve the following dates:</i> 16.1 <i>Meeting dates for 2022.</i> 16.2 <i>Agenda items and Reports for January meeting to be submitted to the Clerk – by midday Monday 3rd January 22.</i> 16.3 <i>Next meeting to take place Monday 10th January 2022, 7.30pm at St Helen's church vestry meeting room.</i>	<i>Meeting dates for 2022 circulated</i>

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