

Waddington Parish Council

Clerk: **Mrs Carol Baird**
4 Park Avenue
Clitheroe
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BB7 2HW
Tel: 07581 187615
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Local Government Act 1972 Meeting of Waddington Parish Council

Monday 14th November 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 and Apologies for absence	
	<p>Cllr Rattigan welcomed everyone to the meeting and explained the process for public participation at Agenda point 3. An extra item was to be added in after Public participation – Agenda point 4, to appoint the new Clerk/RFO; Rebecca Moon.</p> <p>The attendance of Cllr John Rattigan, Cllr Roy Edmondson, Cllr Sarah Whitwell, Cllr Richard Harrison, Cllr Cathie Melvin and Cllr Alan Coar were recorded. Apologies were received from Cllr Liz Cox. Also in attendance were Carol Baird, Parish Clerk & RFO, and 4 members of the public; Rev. Christopher Wood, Vanessa and David King representing the Coronation Gardens committee, and Rebecca Moon, the new Parish Clerk and RFO.</p>	
2.	Declarations of interest	
	<p>There was one declaration of pecuniary/personal interests received from Councillors in matters identified in the agenda. This was from Cllr Coar on item 12 as he has an allotment.</p>	
3.	Public Participation – in person and via email	
	<p>There was a Coronation Gardens projects update from Vanessa and David King:</p> <p>Coronation Gardens - Paths update – two quotations have been received by the Coronation gardens committee. It was agreed that a further quotation is required for work to be done for the whole pathway. There are thoughts for a raised bed with disabled access to be completed in time for the King's Coronation in 2023.</p> <p>Coronation Gardens - Donations update – After conversations with the Duck Race committee, there are hopes that the Duck Race committee may be sending a donation directly to the Coronations gardens committee.</p> <p>Coronations Gardens - Benches repair – remedial work on the benches is required. The possibilities of a lengths person was discussed, and Cllr Coar offered to provide a quotation from RVBC to undertake the remedial work.</p>	

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	<p>End of Ramsden Terrace – this is being looked at for improvement by the coronation gardens committee. Cllr Edmondson agreed this would be a suitable area for improvement.</p> <p>Query from Jo Bates-Keegan about a specific bench. The Clerk has asked for clarification where the bench is situated from the family. The Clerk is waiting for a reply from the family.</p> <p>Van abandoned and parked on the road to the allotments – RVBC have advised the complainant to call 101 and then report it as an abandoned vehicle.</p> <p>Best Kept Village Competition – At the last WPC meeting in October, Peter Foley presented the options for WPC to enter the village into the competition in 2023. It was agreed to look into the competition further in the New Year and to liaise with Peter Foley as he offered to help to take part in a working party. The Council would like to have more information from Peter on how to progress an entry and to find out which categories would be the best to enter. The Clerk to keep Peter updated and to pursue this in the New Year.</p>	
4.	Appointment of new Clerk and RFO	
	<p>Rebecca Moon stepped out of the meeting at this point.</p> <p>Staff Committee - Following an interview on 10th November 22 Rebecca Moon was offered the position of Parish Clerk and RFO which she has accepted subject to Council approval. The vote to verify this outcome was passed unanimously. The handover was agreed to take place asap with Rebecca Moon becoming the Clerk and RFO of WPC as soon as a satisfactory handover has taken place; ideally before the 12th December WPC meeting. Cllr Rattigan/Carol Baird/Rebecca Moon to finalise the handover details.</p> <p>The current Clerk NALC Pay Award has increased to be back paid to April 2022. This was voted and agreed.</p> <p>CILCA Course Payment – the current Clerk Carol Baird is to pay back to WPC the amount paid for the CILCA training (£410) as she is leaving within five years of obtaining the qualification paid for by WPC. This was agreed and recorded in the WPC minutes at the time of obtaining the qualification.</p>	<p>14/11/04 Prop. Cllr SW Sec. Cllr RH</p> <p>14/11/04 Prop. Cllr JR Sec. Cllr RE</p>
5.	Minutes of previous meeting	
	The accuracy of the Minutes of the previous Waddington Parish Council Meeting held on 17 th October 2022 were agreed and signed by the Chair.	14/11/05 Prop. Cllr RH Sec. Cllr RE
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not requiring being on Agenda)	
	Defibrillator training took place on Saturday 22 nd October 10.30am to 2pm at the village club. The certificates for those who	

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	<p>participated are available to be collected from the village club until Christmas.</p> <p>Christmas tree lighting event – this has been confirmed as happening on 4th December at 5pm. Cllr Rattigan has applied for a Branch Road closure from RVBC from 4 - 7pm. The tree will go up before-hand and will be lit up at the event. Cllr Whitwell agreed to approach the former Rose Queens to invite them to switch on the lights. There will be an organ playing and carol singing. St Helen’s church will be open for hot chocolate and mince pies for the children.</p> <p>Poppies removal – Cllr Edmondson agreed to let the Councillors know when he will form a working party to take down the poppies.</p> <p>Flooding in the village – there were several flooding issues during the last month. Cllr Rattigan now has the key contacts to call in an emergency. He contacted the Environmental Agency who attended the flooding. There is the need for a flood gate to be delivered to a house on Katy Lane. Cllr Harrison offered to carry out this task. Chris Sullivan from Spring gardens has requested WPC Council permission to form a Flood Action group for Spring Gardens and the surrounding area. This permission was granted at the meeting.</p> <p>Remembrance Wreath – Clerk to add a note to the WPC timetable 2023 to order a wreath for future remembrance services.</p> <p>Brook pollution as a result of building work at Parsons Croft Cllr Whitwell will monitor the situation and keep the Council updated on any developments. This item was also discussed under the planning applications at Agenda point 13.</p>	
7.	<p>The Pavilion and Playing Fields</p>	
	<p>1.RVBC grant for the Play area surface replacement – this is in the process of being claimed, and the grant should be received end 2022/early 2023.</p> <p>2.The bearing work on the playground equipment is being done by Wicksteeds; the equipment provider and is scheduled to happen before Christmas.</p> <p>3.Boundary fence of the playing fields - Cllr Whitwell is looking into getting grant funding for WPC for hedge restoration/new fencing and will keep the council updated.</p> <p>4.Benches – the query was raised about whether it would be cheaper to replace the benches requiring painting with recycled benches. Cllr Coar has provided quotations for the benches.</p>	
8.	<p>Haweswater Aqueduct Resilience Programme (HARP)</p>	
	<p>Cllr Rattigan updated the meeting on the Quarry/Armstrong Aggregates LCC planning application for a two-year extension.</p> <p>Cllr Whitwell strongly suggested that a community response would be appropriate at this stage with 29th November being the closing date.</p> <p>Cllr Whitwell offered to draft a response and send the link to the website custodian.</p>	

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9.	Updates from Committees	
	<p>Finance committee – A revised budget and proposal for the Precept for 2023/24 was presented in advance of the meeting. The budget was discussed and agreed.</p> <p>Highlights included: An increase in the budget amount of £1,560 for a Lengths Person. A budget amount of £1,000 for the Coronation of King Charles village celebration. Budget amounts for inflationary increases in utilities, waste collection, grass cutting and insurance.</p> <p>A decrease in software costs as WPC will be replacing Parish Online Mapping with free LCC Mario, and a reduction in professional affiliation fees.</p> <p>WPC Precept request, is for £20,828 an increase of £2,316 being a 12.51% increase. In real terms this is an additional £5.61 a year for band D council tax payers. The new Precept level was voted in unanimously.</p>	14/11/09 Prop. Cllr RH Sec. Cllr AC
10.	Financial Reporting	
	<p>1.The monthly report for the financial year up to 14th November was prepared and circulated by the Responsible Financial Officer, Carol Baird.</p> <p>2.Invoices update - The Football and Cricket Clubs invoices have been sent. The Cricket Club have signed the agreement and paid the invoice. The Football club have requested they attend the WPC meeting in December to discuss the invoice.</p> <p>3.Bank Account – The mandate will be updated to replace the current Clerk. Cllr Harrison, Cllr Coar and Cllr Rattigan will meet to complete the on-line change of information for the bank mandate.</p> <p>4. Grants update - The Bio-diversity grant and local delivery scheme has been applied for. This should be arriving in the WPC bank account shortly.</p>	
11.	Council's Timetable	
	<p>This has been updated and circulated to Councillors. Additions include the adding of a grant request for the Coronation gardens to the Duck Race committee, and the removal of the Parish Online invoice renewal.</p>	
12.	Allotments	
	<p>Cllr Rattigan gave a verbal update on the allotment holders meeting which preceded the full council meeting.</p> <p>1. Cllr Melvin has agreed to deliver the agreements to those not present at the meeting.</p> <p>3. Maintenance work – WPC has agreed that in the following year there</p>	

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	would be work undertaken on the allotment paths, and signage on the plots and also at the gate.	
13.	Planning Applications	
	<p>Planning Application No: 3/2022/1018 Grid Ref: 372658 443997 Location: Parsons Croft Slaidburn Road Waddington BB7 3JQ</p> <p>Proposal: Variation of Condition 2 (Plans) of planning application 3/2020/0424. To allow inclusion of two high level windows to the garage. Cllr Whitwell has been contacted by residents as windows have appeared which are not on the planning application. The height of the house is also a concern as it seems high with regards to neighbouring properties. Cllr Whitwell offered to write a letter to be circulated and amended/approved by the WPC.</p> <p>3/2022/1023 Brook Lodge Clitheroe Road Waddington BB7 3HN Removal of Weeping Ash Tree due to ash dieback. Application for tree works in a conservation order. No comments.</p> <p>RVBC 3/2022/1048 and LCC/2022/0057 Waddington Fell Quarry Slaidburn Road Waddington BB7 3AA Consultation on LCC application LCC/2022/0057 (viewable via LCC website) for the variation of condition 2 of planning permission 03/06/0095 to allow mineral working to continue until 31 December 2023 and final restoration to be completed by 31 December 2024.</p> <p>Cllr Whitwell updated the meeting on the proposed lengthening of the time the quarry is to be used, and then to restore the site – until the end of 2024. Cllr Whitwell has offered to write comments to circulate amongst Councillors and the wider parish via the website and Facebook village watch before it is submitted to RVBC.</p>	
14.	Partnership Meetings	
	<p>Cllr Rattigan reported on the Parish Council Liaison meeting held on 10th November. The main items discussed were:</p> <ol style="list-style-type: none"> 1. The Police new email service of Lancashire Talking, making people aware local police issues. 2. Spiids can be hired out on a weekly basis. 3. HARP- Cllr Rattigan updated the Liaison meeting with the latest developments. 	
15.	Waddow Hall/Duke Edinburgh land issues	
	This item is being deferred to the December meeting. Cllr Whitwell has asked to have a meeting with Waddow Hall in advance of any formal meeting.	

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16.	Lighting Column licenses	
	<p>There has been communication from LCC regarding lighting post testing, assessment, and licencing. The Clerk had asked LCC for the ages of all the lighting columns in Waddington so that the costs of an assessment can be calculated. LCC have responded saying the guidance and new legislation requires more of a conversation with individual Parishes before a formal application for licenses is made. There is possibly an issue with putting up Christmas tree lights on existing lampposts which have not been tested and there is a time-frame within which testing needs to take place. The Clerk has the paperwork and details required for a Waddington Village conversation with a named contact at LCC.</p> <p>LCC will be asked by the Clerk again to specify which lamp-posts are those under 7 years of age.</p>	
17.	Matters brought forward by Cllrs/Clerk as INFORMATION only	
	Electricity Supply for Christmas Tree – the estimated supply required for the Christmas tree and the timings for supply were agreed.	
18.	Next Meeting Dates	
	<p>The following dates were agreed:</p> <p>17.1 Agenda items and Reports for the 12th December meeting to be submitted to the Clerk – by midday Monday 5th December 22.</p> <p>17.2 Next meeting to take place Monday 12th December 22, 7.30pm at St Helen’s Church Refectory meeting room.</p> <p>The meeting finished at 9.20pm.</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.