

# Waddington Parish Council

Clerk: Becky Moon

[clerk@waddingtonparishcouncil.org.uk](mailto:clerk@waddingtonparishcouncil.org.uk)

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## 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 10<sup>th</sup> June 2024 at 7:30pm in the Refectory meeting room at St Helen's Church Waddington (entrance by the stocks at the door on the side of the church)

R. Moon (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.*

1.	Introduction	Attachments
	Chair to welcome Councillors and members of the public, and to explain the process for any public participation at Agenda point 4.	
2.	Attendance and Apologies for absence	
	To note attendance and to receive and approve apologies for absence.	
3.	Declarations of interest	
	To receive declarations of pecuniary or personal interests in matters identified in the agenda.	
4.	Public Participation (max 5 mins per person)	
	To adjourn and hear from members of the public wishing to speak at the meeting Public participation from people present at the meeting.  1. Update about dates for Duck Race if available. 2. Representative from Active Village Lead for Together an Active Future to address Council.	
5.	Minutes of previous Meeting	
	To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 13 <sup>th</sup> May 2024 - to be signed off by the Chair.	
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	

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7.	<b>To consider and approve Annual Governance &amp; Accountability Return (AGAR) or the year to 31 March 2024</b>	
	<p>1. To receive/note/approve by vote the following statements with regards to the end of year accounts for Waddington Parish Council y/e 31st March 2024</p> <p>2. Annual Governance and Accountability Return (AGAR) 2023-24 needs Waddington Parish Council to resolve to:</p> <p>i) Certify Waddington Parish Council is subject to external audit review for financial year 2023-24.</p> <p>ii) Note the Annual Internal Audit Report for 2023-24 included as part of the AGAR 2023-24.</p> <p>iii) Approve Section 1 - Annual Governance Statement 2023-24 for Waddington Parish Council, AGAR 2023-24.</p> <p>iv) Approve Section 2 - Accounting Statements 2023-24 for Waddington Parish Council, AGAR 2023-24.</p> <p>v) Approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.</p> <p>3. The documents are available for public inspection on the website Clerk/ Responsible Finance Officer be authorised to complete Audit procedures</p>	
8.	<b>Planning Applications</b>	
	<p><b>1. Planning Application No: 3/2024/0255</b> Grid Ref: 373537 444037 Proposal: Proposed demolition of four existing buildings and erection of one new single-storey, three-bedroom dwelling with associated parking and landscaping. Location: Healings Farm West Bradford Road Waddington BB7 3JE</p> <p><b>2. Planning Application No: 3/2024/0289</b> Grid Ref: 372807 443944 Proposal: Regularisation of change of use of former ground floor post office and shop (Use Class E) together with existing flat on first and second floor (Use Class C3) to form one new dwelling (Use Class C3). Location: Former Post Office 83 The Square Waddington BB7 3HZ</p>	<p>Planning apps circulated to Cllrs between meetings.</p>

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	<p><b>3. Planning Application No: 3/2024/0378</b>  Grid Ref: 372966 443889  Proposal: Proposed replacement of French doors to the rear with sliding patio doors. Alteration of first floor window to Juliet balcony with a tilt and turn door.  Location: Pear Tree Cottage 3 Orchard Cottages Branch Road Waddington BB7 3HR</p> <p>To received updates on:</p> <p>4. Slaidburn Rod - Appearance of static caravan on land</p> <p>5. Wetters Bridge – Appearance of containers on land</p> <p>6. Update on queries regarding The Out Barn and resolve any actions required.</p>	
<b>9.</b>	<b>Haweswater Aqueduct Resilience Programme (HARP)</b>	
	<p>To receive and note any updates.</p> <p>1. To receive general updates.</p>	
<b>10.</b>	<b>Receive updates from Committees &amp; Working Parties</b>	
	<p><b>Staff Working Party – update by Cllr Rattigan</b></p> <p><b>Finance Committee – update by Cllr Rattigan</b></p> <p><b>Playing Field &amp; Play Ground Working Party – Cllrs Harrison &amp; Cox</b></p> <p>1. National Lottery Fund grant application</p> <p><b>Funday Working Party</b></p> <p>1. To receive feedback of the event</p> <p><b>Asset Register Working Party – Cllr Sullivan &amp; Cllr Bolton</b></p> <p>2. To receive any updates</p>	

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<b>11.</b>	<b>Financial Reporting</b>																	
	<p>By the Responsible Financial Officer:</p> <p>To approve:</p> <ol style="list-style-type: none"> <li>Bank balance as at 31 May 2024 £31,082.76</li> <li>Expenditure to be approved June 2024 <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Easy Websites (DD)</td> <td style="text-align: right;">£30.36 incl VAT</td> </tr> <tr> <td style="padding-left: 20px;">Clerk salary for Clerk May incl exp</td> <td style="text-align: right;">£706.23</td> </tr> <tr> <td style="padding-left: 20px;">LALC Membership 2024</td> <td style="text-align: right;">£221.14</td> </tr> <tr> <td style="padding-left: 20px;">Newland Nurseries Inv 0539</td> <td style="text-align: right;">£280.00</td> </tr> <tr> <td style="padding-left: 20px;">Christopher Walton (Lengthsman)</td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td style="padding-left: 20px;">HMRC (Clerk tax April)</td> <td style="text-align: right;">£2.60</td> </tr> <tr> <td style="padding-left: 20px;">John Rattigan – Temporary Events</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Notice expense</td> <td style="text-align: right;">£21.00</td> </tr> </table> </li> <li>RVBC in Bloom grant update</li> </ol>	Easy Websites (DD)	£30.36 incl VAT	Clerk salary for Clerk May incl exp	£706.23	LALC Membership 2024	£221.14	Newland Nurseries Inv 0539	£280.00	Christopher Walton (Lengthsman)	£150.00	HMRC (Clerk tax April)	£2.60	John Rattigan – Temporary Events		Notice expense	£21.00	
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<b>12.</b>	<b>Lengthsman</b>																	
	<ol style="list-style-type: none"> <li>To receive update, discuss and resolve lengthsman duties and spreadsheet circulated by Clerk</li> </ol>																	
<b>13.</b>	<b>CCTV &amp; Crime in area</b>																	
	<ol style="list-style-type: none"> <li>To receive any updates, discuss liaising with the local police and RVBC regarding funding.</li> </ol>																	
<b>14.</b>	<b>Coronation Gardens &amp; Village Planting</b>																	
	<ol style="list-style-type: none"> <li>Receive any updates</li> <li>To discuss and resolve purchase of replacement rotten and damaged planters around the village.</li> </ol>																	
<b>15.</b>	<b>Allotments</b>																	

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	<ol style="list-style-type: none"> <li>1. To receive any updates             <ol style="list-style-type: none"> <li>a. Path maintenance and cleaning update</li> <li>b. To discuss and resolve action required regarding pest complaints</li> <li>c. To receive an update with regards to with parking complaints and access queries.</li> </ol> </li> </ol>	
<b>16.</b>	<b>Waddington Community Orchard Project</b>	
	<ol style="list-style-type: none"> <li>1. Creation of Working Party</li> <li>2. To receive any updates of the project.</li> <li>3. To discuss and resolve the Waddington Community Orchard FIPL agreement for submission.</li> </ol>	
<b>17.</b>	<b>Highways</b>	
	<ol style="list-style-type: none"> <li>1. Parking within the village</li> </ol>	
<b>18.</b>	<b>Waddington Village Post Office</b>	
	<ol style="list-style-type: none"> <li>1. Discuss and resolve any action required with regard to the notification from Royal Mail that the post box will be decommissioned.</li> </ol>	
<b>19.</b>	<b>Active Village Lead for Together an Active Future</b>	
	<ol style="list-style-type: none"> <li>1. To discuss Parish interest and involvement in new community fitness initiative. Leader to address Council in Public Participation actions to be discussed and resolved.</li> </ol>	
<b>20.</b>	<b>Parish Spring Newsletter</b>	
	<ol style="list-style-type: none"> <li>1. To receive updates newsletter items</li> </ol>	
<b>21.</b>	<b>Defibrillators in village</b>	
	<ol style="list-style-type: none"> <li>1. Receive updates</li> </ol>	
<b>22.</b>	<b>Annual Planner Update</b>	
	<ol style="list-style-type: none"> <li>1. Additions to planner to be discussed, if not already added in meeting</li> </ol>	
<b>23.</b>	<b>Partnership Meetings</b>	
	<ol style="list-style-type: none"> <li>1. To receive reports from external partners and meetings which impact</li> </ol>	

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	<p>on the Parish area e.g., LCC, RVBC updates.</p> <p>a. Parish Liaison Committee – June meeting has been cancelled</p>	
<b>24.</b>	<b>Jubilee Fund</b>	
	<p>1. To discuss and resolve action regarding</p>	
<b>25.</b>	<b>Bashall Eaves and Mitton Parish Council</b>	
	To discuss the recent advertisement from BEMPC regarding a merger	
<b>26.</b>	<b>Matters brought forward by Cllrs &amp; Clerk as INFORMATION only</b>	
	No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.	
<b>27.</b>	<b>Next Meeting dates</b>	
	<p>1. Agenda items and Reports for the 2024 meeting to be submitted to the Clerk – by midday Monday 1st July 2024.</p> <p>2. Next meeting to take place Monday 8<sup>th</sup> July 2024, 7.30pm at St Helen's Church Refectory meeting room.</p>	

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

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