

Waddington Parish Council

Clerk: Becky Moon

www.waddingtonparishcouncil.org.uk

clerk@waddingtonparishcouncil.org.uk

Local Government Act 1972 Meeting of Waddington Parish Council

The Meeting of the Parish Council held Monday 10th June 2024 at 7:30pm

R. Moon (Clerk & RFO)

Minutes

1. Introduction	
	The Chair welcomed Councillors and members of the public, explaining the process for any public participation at Agenda point 4.
2. Attendance and Apologies for absence	
	In attendance – Cllr John Rattigan, Cllr Roy Edmondson, Cllr Ian Dixon, Cllr Sarah Whitwell, Cllr Chris Sullivan and Cllr Richard Harrison. RVBC Cllr Cowman & the Clerk Apologies were received and accepted from Cllr Liz Cox, In attendance was one member of the public.
3. Declarations of interest	
	Cllr Chris Sullivan declared an interest for item 15 of 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 Plans are going well, organisers secure sponsorship for the event and volunteers numbers are up on last year. 2. Representative from Active Village Lead for Together an Active Future to address Council. Matthew Donnelly addressed the Members, explaining the purpose of Active Future, Dunsop Bridge was the trail blazer and with the goal that the initiative will be rolled out throughout the Ribble Valley. Matthew explained the infrastructure required to keep the program running long term. The program is aimed at all age ranges. Members to discuss and resolve in meeting

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	The Chair closed the public participation	
5.	Minutes of previous Meeting	
	To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 13 th May 2024 - to be signed off by the Chair.	05.01.01
6.	Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda)	
	<ol style="list-style-type: none"> 1. Cllr Rattigan asked whether them anyone knew of who could fix the finger sign post. Cllr Edmondson to collect the piece and store whilst repair can be arranged. 2. It was recognised that the village missed the D Day celebrations, Cllr Rattigan requested that important national celebrations be included in the annual planner to enable better planning. 	
7.	To consider and approve Annual Governance & Accountability Return (AGAR)or the year to 31 March 2024	
	<ol style="list-style-type: none"> 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 RESOLVED 2. Annual Governance and Accountability Return (AGAR) 2023-24 needs Waddington Parish Council to resolve to: <ol style="list-style-type: none"> i) Certify Waddington Parish Council is subject to external audit review for financial year 2023-24. RESOLVED ii) Note the Annual Internal Audit Report for 2023-24included as part of the AGAR 2023-24. RESOLVED iii) Approve Section 1 - Annual Governance Statement 2023-24 for Waddington Parish Council, AGAR 2023-24. RESOLVED iv) Approve Section 2 - Accounting Statements 2023-24 for Waddington Parish Council, AGAR 2023-24. RESOLVED 	<p>07.01.02</p> <p>07.02i.03</p> <p>07.02ii.04</p> <p>07.02iii.05</p> <p>07.02iv.06</p>

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	<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. RESOLVED</p> <p>3. The documents are available for public inspection on the website Clerk/ Responsible Finance Officer be authorised to complete Audit procedures RESOLVED</p>	<p>07.02v.07</p> <p>07.03.08</p>
<p>8. Planning Applications</p>		
	<p>1. Planning Application No: 3/2024/0255 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 No comments or objections</p> <p>2. Planning Application No: 3/2024/0289 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 No comments or objections</p> <p>3. Planning Application No: 3/2024/0378 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 No comments or objections</p> <p>To received updates on:</p> <p>4. Slaidburn Road - Appearance of static caravan on land</p> <p>The Clerk confirmed that the Enforcement Officer have been contacted at RVBC and the matter was being investigated. The Clerk</p>	<p>Planning apps circulated to Cllrs between meetings.</p>

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	<p>confirmed that RVBC had not received planning application for the caravan and would update when information received.</p> <p>5. Wetter's Bridge – Appearance of containers on land</p> <p>The Clerk confirmed that the Enforcement Officer have been contacted at RVBC and the matter was being investigated. Clerk to update when information received.</p> <p>6. Update on queries regarding The Out Barn and resolve any actions required.</p> <p>The Clerk confirmed that a FOI had been sent to LCC for information regarding number of weddings per year, in addition the matter has been raised with the Enforcement Officer at RVBC.</p>	
9.	Haweswater Aqueduct Resilience Programme (HARP)	
	<p>To receive and note any updates.</p> <p>1. To receive general updates.</p> <p>Cllr Sullivan to write up the HARP update and information guide for the Summer Newsletter and website.</p>	
10.	Receive updates from Committees & Working Parties	
	<p>Staff Working Party – update by Cllr Rattigan</p> <p>Finance Committee – update by Cllr Rattigan</p> <p>1. Playing Field & Play Ground Working Party – Cllrs Harrison & Cox</p> <p>1.1 National Lottery Fund grant application</p> <p>Members were informed that the application is still being worked on and will be circulated prior to submission.</p> <p>1.1 To resolve how the cutting of the grass on the field in the future</p> <p>Members noted that when RVBC used to cut the grass at the expense of the Parish however , the grass was not short enough for the cricket and football</p>	

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	<p>2. Expenditure to be approved June 2024</p> <table border="0"> <tr> <td>Easy Websites (DD)</td> <td>£30.36 incl VAT</td> </tr> <tr> <td>Clerk salary for Clerk May incl exp</td> <td>£706.23</td> </tr> <tr> <td>LALC Membership 2024</td> <td>£221.14</td> </tr> <tr> <td>Newland Nurseries Inv 0539</td> <td>£280.00</td> </tr> <tr> <td>Christopher Walton (Lengthsman)</td> <td>£150.00</td> </tr> <tr> <td>HMRC (Clerk tax April)</td> <td>£2.60</td> </tr> <tr> <td>John Rattigan – Temporary Events</td> <td></td> </tr> <tr> <td>Notice expense</td> <td>£21.00</td> </tr> </table> <p>RESOLVED – Agreed and approved for payment.</p> <p>3. RVBC in Bloom Grant update. Members were informed that The Clerk had not received any information regarding the application</p>	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	<p>11.2.11</p>
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12. Lengthsman																		
	<p>1. To receive update, discuss and resolve lengthsman duties and spreadsheet circulated by Clerk</p> <p>Members were reminded that the Clerk had not received the job spreadsheet from any members so that a program can be worked out for the lengthsman.</p> <p>RESOLVED - Cllr Sullivan proposed to close the session, this was seconded by Cllr Rattigan at 8.50pm</p> <p>Session was reopened at 9pm</p> <p>Members noted concerns that the grass was overgrowing onto the pavement on Clitheroe road which raised safety concerns coming up to the Duck Race</p> <p>RESOLVED – The Clerk to contact LCC or contractor to cut back areas due to safety concerns before the Duck Race weekend</p>	<p>12.1.12</p> <p>12.1.13</p>																
13. CCTV & Crime in area																		
	<p>1. To receive any updates, discuss liaising with the local police and RVBC regarding funding.</p> <p>RESOLVED – CCTV consultation to be publicised in the Summer Newsletter</p>	<p>13.1.14</p>																
14. Coronation Gardens & Village Planting																		

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	<p>1. Receive any updates No updates</p> <p>2. To discuss and resolve purchase of replacement rotten and damaged planters around the village.</p> <p>RESOLVED - Planter to be moved from the entrance of the playing field to replace the rotten planter at The Square, Clerk to look at barrel planter prices</p>	14.2.15
15.	Allotments	
	<p>1. To receive any updates</p> <p>a. Path maintenance and cleaning update</p> <p>The Clerk informed Members that the Lengthsman had used one 2.5l of path cleaner to clean up to plot 3 and had not informed her that he had run out.</p> <p>RESOLVED – Clerk to purchase path cleaner again and check the usage.</p> <p>b. To discuss and resolve action required regarding pest complaints</p> <p>The Clerk inform Members that RVBC Pest Control informed her that there is a rat nest under a plot holder’s shed. The keeping of livestock on the allotments was discussed.</p> <p>RESOLVED - Clerk to inform plot holder and arrange for RVBC Pest Control to deal with the matter.</p> <p>c. To receive an update with regards to with parking complaints and access queries.</p> <p>Members were informed that all plot holders had received an email with regard to the parking complaints and The Clerk had not received any replies at the time of the meeting.</p> <p>Clerk to look into a noticeboard for the allotments.</p>	15.1a.16 15.1b.17
16.	Waddington Community Orchard Project	
	<p>1. Creation of Working Party – matter deferred to July</p> <p>2. To receive any updates of the project. – see 16.3</p> <p>3. To discuss and resolve the Waddington Community Orchard FIPL</p>	

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	<p>agreement for submission.</p> <p>Members were reminded that the agreement and all paperwork had been circulated prior to the meeting. The application had been updated as per from last year's plan. Additional tree work is required from 2023 application. Members were reminded that once the papers are signed the work must be completed by March 2025 although an extension may be granted. Items will be funded by the council and then the monies for the gran</p> <p>RESOLVED – Members agreed that the updated application had been completed with the correct information and needed to be signed by The Clerk or The Chair</p>	15.1a.16
17. Highways		
	<p>1. Parking within the village</p> <p>The Clerk informed Members that Cllr Swarbrick has suggested a meeting with 2-3 Members to discuss concerns. Members to give availability to Clerk to arrange the meeting before June meeting</p>	
18. Waddington Village Post Office		
	<p>1. Discuss and resolve any action required with regard to the notification from Royal Mail that the post box will be decommissioned.</p> <p>Members noted the disappointment with the decision to decommission.</p>	
19. Active Village Lead for Together an Active Future		
	<p>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.</p> <p>Members deferred the matter discussed the information presented by Matthew, however it was felt the initiative would be very positive for the community.</p> <p>Tackling Rural Isolation through Building Relationships - TaAF - Together an Active Future</p>	
20. Parish Spring Newsletter		

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	<p>1. To receive updates newsletter items</p> <p>Draft to be circulated prior to next meeting.</p>	
21.	Defibrillators in village	
	<p>1. Receive updates</p> <p>Clerk has requested pads for the phone box defib from ProCare the company who loaned it whilst the other is repaired</p>	
22.	Annual Planner Update	
	<p>1. Additions to planner to be discussed, if not already added in meeting</p> <p>Nothing added</p>	
23.	Partnership Meetings	
	<p>1. To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.</p> <p>a. Parish Liaison Committee – June meeting has been cancelled</p>	
24.	Jubilee Fund	
	<p>1. To discuss and resolve action regarding</p> <p>Deferred to July</p>	
25.	Bashall Eaves and Mitton Parish Council	
	<p>1. To discuss the recent advertisement from BEMPC regarding a merger</p> <p>Members were informed that the Chair of Bashall Eaves and Mitton Council had published a flyer stating that their council would merge with Waddington if Clerk was not found. The Clerk informed Members that RVBC Legal have stated that the BEMPC Chair was incorrect to make that statement and the matter would have to be dealt with by RVBC which would include consultation and change of governance. Neither the Chair or the Clerk have been contact by Bashall Eaves & Mitton Council with regard to the matter. Waddington Parish Council to leave the matter with Ribble Valley Borough Council.</p>	

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26.	Matters brought forward by Cllrs & Clerk as INFORMATION only	
	No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.	
27.	Next Meeting dates	
	1. Meeting date confirmed Monday 8 th July 2024, 7.30pm at St Helen's Church Refectory meeting room. The meeting closed the meeting 9.28pm	

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