

# Waddington Parish Council

Clerk: Chris Towers

[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 February 2025 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)

C Towers (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 address the Council	
5.	Minutes of previous Meeting	
	To resolve to confirm the accuracy of the Minutes of Waddington Parish Council meeting held on Monday 13 January 2025 - 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)	
7.	Councillor Vacancy	
	<b>7.1</b> To consider received candidate application(s) re the current Councillor vacancy <b>7.2</b> To co-opt new Councillor if application approved	

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<b>8.</b>	<b>Planning Applications &amp; Road Closure</b>	
	<p><b>8.1</b> Planning application no: 3/2024/1025 Grid Ref: 372931 443805 Proposal: Proposed single storey side extension and internal alterations. Location: Apple Tree Cottage 4 Orchard Cottages Branch Road Waddington BB7 3HR</p> <p><b>8.2</b> Application 3/2024/0758 – The Out Barn – dependant on further developments</p> <p><b>8.3</b> Road closure notification from LCC To receive update re the nature and extent of works proposed to be undertaken by Openreach</p>	Planning apps circulated to Cllrs between meetings.
<b>9.</b>	<b>Haweswater Aqueduct Resilience Programme (HARP)</b>	
	<b>9.1 To receive updates</b>	
<b>10.</b>	<b>Receive updates from Committees &amp; Working Parties</b>	
	<p><b>10.1</b> Staff Working Party – update by Cllr Rattigan <b>10.1.1</b> To receive updates</p> <p><b>10.2</b> Finance Committee – update by Cllr Rattigan <b>10.2.1</b> To receive updates</p> <p><b>10.3</b> Recreational Field, Pavilion &amp; Playground Working Party – update by Cllrs Cox and Harrison <b>10.3.1</b> To receive update re National Lottery grant <b>10.3.2</b> To receive update re Replacement part for 'Rock Away' <b>10.3.3</b> To receive update re Adult seating in play area <b>10.3.4</b> To receive other relevant updates</p> <p><b>10.4</b> Funday Working Party – update by Cllrs Cox and Harrison <b>10.4.1</b> To receive updates</p> <p><b>10.5</b> Scarecrow Festival Working Party – update by Cllr Dixon <b>10.5.1</b> To recruit new councillor member to working party <b>10.5.2</b> To receive updates</p> <p><b>10.6</b> Asset Register Working Party – update by Cllr Whitwell <b>10.6.1</b> To receive updates</p> <p><b>10.7</b> Community Orchard Working Party – update by Cllrs Whitwell and Edmondson <b>10.7.1</b> To receive updates re recent volunteer response <b>10.7.2</b> To receive other relevant updates</p>	

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	<p><b>10.8</b> Allotment Committee – update by Cllrs Rattigan, Edmondson and Dixon</p> <p><b>10.8.1</b> To receive updates re repairs to water supply</p> <p><b>10.8.2</b> To receive update re rental arrears</p> <p><b>10.8.3</b> To receive other relevant updates</p>																																																																																				
<b>11.</b>	<b>Financial reporting</b>																																																																																				
	<p>Finance update by the Responsible Financial Officer:</p> <p><b>11.1</b> Bank balance as at 31 January 2025: £14,268.74</p> <p><b>11.2</b> To approve the schedule of payments as set out below:</p> <p><b>Payments made between 02 January and 03 February 2025:</b></p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>£ Gross</th> <th>Date Paid</th> </tr> </thead> <tbody> <tr> <td>Little Green Bus</td> <td>Donation</td> <td>250.00</td> <td>02 Jan</td> </tr> <tr> <td>RVBC</td> <td>Temp Road Closure (29 Nov)</td> <td>47.67</td> <td>14 Jan</td> </tr> <tr> <td>Chris Bowers</td> <td>Orchard Trees</td> <td>195.67</td> <td>14 Jan</td> </tr> <tr> <td>RV Roger Ltd</td> <td>Orchard Trees</td> <td>775.50</td> <td>14 Jan</td> </tr> <tr> <td>MOL Sustainable Furniture</td> <td>Orchard Benches</td> <td>2190.00</td> <td>14 Jan</td> </tr> <tr> <td>Amazon</td> <td>Clerk's new Dictaphone</td> <td>136.99</td> <td>15 Jan</td> </tr> <tr> <td>A Isherwood</td> <td>Tree work (the Croft)</td> <td>1800.00</td> <td>21 Jan</td> </tr> <tr> <td>C Walton</td> <td>Inv 4304</td> <td>466.87</td> <td>21 Jan</td> </tr> <tr> <td>C Walton</td> <td>Inv 4311</td> <td>413.12</td> <td>21 Jan</td> </tr> <tr> <td>E.ON</td> <td>(DD) 01 Oct – 31 Dec 2024</td> <td>180.99</td> <td>21 Jan</td> </tr> <tr> <td>HMRC</td> <td>(DD) Clerk PAYE</td> <td>12.07</td> <td>23 Jan</td> </tr> <tr> <td>Water Plus</td> <td>(DD) Allotments INV08078209</td> <td>15.61</td> <td>29 Jan</td> </tr> <tr> <td>Water Plus</td> <td>(DD) Pavilion INV08083915</td> <td>6.79</td> <td>30 Jan</td> </tr> <tr> <td>B Moon</td> <td>Clerk costs (January)</td> <td>766.68</td> <td>31 Jan</td> </tr> <tr> <td>C Towers</td> <td>Clerk costs (January)</td> <td>840.45</td> <td>03 Feb</td> </tr> <tr> <td>Easy Websites</td> <td>(DD) Website administration</td> <td>36.96</td> <td>03 Feb</td> </tr> </tbody> </table> <p><b>Proposed &amp; scheduled payments to be made prior to next Council meeting (10 Mar'25):</b></p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>£ Gross</th> </tr> </thead> <tbody> <tr> <td>HMRC</td> <td>(DD) Clerk PAYE</td> <td>25.00</td> </tr> <tr> <td>Water Plus</td> <td>(DD) Allotments (estimated)</td> <td>15.61</td> </tr> <tr> <td>Water Plus</td> <td>(DD) Pavilion (estimated)</td> <td>6.79</td> </tr> <tr> <td>RVBC</td> <td>Pest Control</td> <td>130.00</td> </tr> </tbody> </table> <p><b>11.3</b> To receive update re revisions to the bank mandate</p> <p><b>11.4</b> To receive update re Christmas Tree metered supply</p>	Payee	Description	£ Gross	Date Paid	Little Green Bus	Donation	250.00	02 Jan	RVBC	Temp Road Closure (29 Nov)	47.67	14 Jan	Chris Bowers	Orchard Trees	195.67	14 Jan	RV Roger Ltd	Orchard Trees	775.50	14 Jan	MOL Sustainable Furniture	Orchard Benches	2190.00	14 Jan	Amazon	Clerk's new Dictaphone	136.99	15 Jan	A Isherwood	Tree work (the Croft)	1800.00	21 Jan	C Walton	Inv 4304	466.87	21 Jan	C Walton	Inv 4311	413.12	21 Jan	E.ON	(DD) 01 Oct – 31 Dec 2024	180.99	21 Jan	HMRC	(DD) Clerk PAYE	12.07	23 Jan	Water Plus	(DD) Allotments INV08078209	15.61	29 Jan	Water Plus	(DD) Pavilion INV08083915	6.79	30 Jan	B Moon	Clerk costs (January)	766.68	31 Jan	C Towers	Clerk costs (January)	840.45	03 Feb	Easy Websites	(DD) Website administration	36.96	03 Feb	Payee	Description	£ Gross	HMRC	(DD) Clerk PAYE	25.00	Water Plus	(DD) Allotments (estimated)	15.61	Water Plus	(DD) Pavilion (estimated)	6.79	RVBC	Pest Control	130.00	
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<b>12.</b>	<b>Flooding in village</b>																																																																																				
	<p><b>12.1</b> To receive updates re flooding within the Parish</p> <p><b>12.2</b> To discuss the location and status of the temporary flood gate</p>																																																																																				

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<b>13.</b>	<b>Lengthsman</b>	
	13.1 To receive update on status of 2025/26 Lengthsman Scheme 13.2 To agree any additional item for or amendment to agreed works list	
<b>14.</b>	<b>Crime in area</b>	
	14.1 To receive and discuss updates	
<b>15.</b>	<b>Coronation Gardens, village planting &amp; Christmas 2025</b>	
	15.1 To discuss and resolve action required re agreeing future provisions for Parish Christmas tree / decorations for 2025 15.2 To discuss resident's enquiry re commemorative bench 15.3 To receive other relevant updates	
<b>16.</b>	<b>Highways</b>	
	16.1 To discuss the Traffic Counter and Speed Survey results from Lancashire County Council 16.2 To receive update re distribution of Slow Down stickers and installation of roadside banner 16.3 To receive other relevant updates	
<b>17.</b>	<b>New Auditor</b>	
	17.1 To discuss and resolve action required re identification and appointment of Internal Auditor for 2024/25 year end	
<b>18.</b>	<b>Facebook Page</b>	
	18.1 To discuss the proposal to create a Council Facebook page 18.2 To resolve action required if proposal accepted	
<b>19.</b>	<b>VE Day</b>	
	19.1 To discuss Council's appetite for promoting VE Day celebrations	
<b>20.</b>	<b>Partnership meetings</b>	
	20.1 To receive update on LALC meeting (29 Jan'25) 20.2 To receive update on Parish Liaison Committee meeting (30 Jan'25) 20.3 To discuss Forest of Bowland (National Landscape) consultation on <i>Landscape Character Assessment</i> 20.4 To discuss LALC ballot re Royal Garden Party 20.5 To discuss SLCC consultation on <i>Strengthening the Standards and Conduct Framework for Local Authorities in England</i> 20.6 To discuss <i>Parish &amp; Town Councils Charter</i> (LALC & SLCC) 20.7 To discuss <i>Pub in the Hub</i> initiative (RVBC) 20.8 To receive reports from other external partners and meetings which impact on the Parish area	

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<b>21.</b>	<b>Defibrillators in village</b>	
	21.1 To receive updates	
<b>22.</b>	<b>Annual Planner update</b>	
	22.1 To discuss upcoming Planner entries and the need to incorporate any additional items	
<b>23.</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>24.</b>	<b>Next Meeting</b>	
	24.1 Date, time and location The next meeting is to take place on Monday 10 March 2025, 7.30pm at St Helen's Church Refectory meeting room 24.2 Meeting submissions Agenda items and reports for the March 2025 meeting must be submitted to the Clerk by midday Monday 03 March 2025	

**All our Agendas and Minutes together with further information about your Parish Council and its activities can be found on our website as provided at the foot of this page**

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