

Waddington Parish Council

Clerk: Chris Towers

clerk@waddingtonparishcouncil.org.uk

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 09 June 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)

Agenda

1. **Welcome and introduction**
2. **Attendance and apologies for absence**
3. **Declarations of interest**
4. **Public participation (max 5 minutes per person)**
5. **Minutes of previous meeting**
6. **Any matters arising from the minutes and not covered on this Agenda (resolutions closed and not required to be on this Agenda)**
7. **Planning matters and road closures**
 - 7.1 Local Plan - RVBC Planning request for review and update of amenities within Parish
 - 7.2 Planning Application No: 3/2025/0350
Grid Ref: 372628 444005
Application for tree works in a conservation area
Location: Glebe House, Slaidburn Road, Waddington BB7 3JQ
 - 7.3 Planning Application No: 3/2025/0368
Grid Ref: 372931 443805
Approval of details reserved by condition 5 (archaeological recording) of Listed Building Consent 3/2025/0057
Location: Waddington Hall, Clitheroe Road, Waddington BB7 3HP
 - 7.4 Road Closure: Twitter Lane – Edisford Road to Old Tannery
8. **Haweswater Aqueduct Resilience Programme (HARP)**
 - 8.1 To discuss any updates and to resolve any additional action required
9. **To consider, approve and sign the 2024-25 AGAR and supporting documentation**

A Clerk's report has been shared with Councillors prior to the meeting, which provides copies of and supporting commentaries in respect of Internal Audit output, draft AGAR submissions and proposed details for the exercise of Public Rights, all for year ending 31 March 2025. The review of internal controls referenced by the report was discussed and approved at the Annual Parish Meeting of 12 May 2025.

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- 9.1 To consider the findings per the Internal Audit Report 2024-25
- 9.2 To consider, approve and sign AGAR Section 1 Governance Statement 2024-25 and supporting Explanation of Exceptions
- 9.3 To consider, approve and sign AGAR Section 2 Accounting Statement 2024-25 and supporting Schedule of Financial Variances
- 9.4 To consider and approve the Schedule of Transactions Over £100 2024-25
- 9.5 To consider and approve the Notice of Public Rights and of Publication of Unaudited AGAR (proposed exercise period dates being 11 June to 22 July 2025)

10. Financial report

10.1 Bank balance as at 30 May 2025: £29,381.30 (30 April: 29,710.92)

10.2 To note items of income received:

Receipts credited between 07 May and 02 June 2025:

Payor	Description	£ Gross	Rec'd Paid
Waddington Cricket Club	Rent for pavilion and playing field	165.00	19 May

10.3 To approve the schedule of payments as set out below:

Payments made between 07 May and 02 June 2025:

Payee	Description	£ Gross	Date Paid
RVBC	Waste Collection	276.50	19 May
Water Plus	wp-INV09276819 - Allotments	17.35	30 May
Clerk's wages – C Towers	May payroll and expenses	1,158.52	30 May *
Easy Websites	(DD) Website administration	36.96	02 June
Water Plus	wp-INV09281323 - Pavilion	14.46	02 June

* Debited account after bank statement cut-off

In addition, cheque issued 'out of Council meeting' to D Armstrong (£110.00 – signpost repairs) - not yet cashed.

Proposed & scheduled payments to be made prior to next Council meeting (14 July'25):

Payee	Description	£ Gross
Newlands Nursery	Summer Planters for village	280.00
Diane Harvey	Internal Audit	200.00
Pendle Parish Council	Lengthsman Scheme	4,000.00
Easy Websites	(DD) Website administration	36.96

10.4 To receive update on invoicing of WFC and WCC

11. Committees and working parties

For each group, to receive general updates, to discuss any additional items specifically listed below and in all matters, to resolve any appropriate action:

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11.1 Staff Working Party (Cllr Rattigan)

11.1.1 To review and update Training Tracker

11.2 Finance Committee (Cllr Rattigan)

11.3 Fun Day Working Party (Cllrs Cox & Harrison)

11.4 Scarecrow Festival Working Party (Cllrs Dixon & Kerrigan)

11.5 Recreational Field, Pavilion & Playground Working Party (Cllrs Cox & Harrison)

11.5.1 Play area adult seating

11.6 Community Orchard Working Party (Cllrs Whitwell & Edmondson)

11.6.1 Status of expenditure and grant claims

11.7 Allotment Committee (Cllrs Rattigan, Edmondson & Kerrigan)

11.7.1 Presence of poultry and Avian Flu' safeguards

11.7.2 Update on vacant and unmaintained plots

12. Coronation Gardens, village planting & Christmas 2025

12.1 To receive and discuss any relevant updates and to resolve any required action

13. Partnership meetings & affairs

13.1 To discuss and resolve action re the *Active Village* initiative

13.2 To receive update following LALC AGM (28 May 2025)

14. Web & email domain and new website features

14.1 To discuss the Clerk's report distributed prior to the meeting and to resolve action re adoption of gov.uk domains (for email and website)

14.2 To discuss the Clerk's report distributed prior to the meeting and to resolve on appropriate instructions to web-host regarding adoption of new website features

15. Lengthsman

15.1 To receive update re pre-agreed work schedule and to agree any additional works

16. Highways

16.1 To agree on deployment of Slow Down banner

16.2 To consider periodic deployment of SpID and associated LCC procedural requirements (which have been shared with Councillors prior to the meeting)

17. Defibrillators

17.1 To receive update on status of devices and to resolve any required action

18. Crime in area

18.1 To receive and discuss any relevant updates and to resolve any required action

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19. Flooding in village

19.1 To receive and discuss any relevant updates and to resolve any required action

20. Disclosable Pecuniary Interests

20.1 To discuss and resolve appropriate action re updating member interests

21. Annual Planner

21.1 To review upcoming events on Planner and to agree any additions or amendments

22. Matters brought forward by Cllrs and Clerk as information only

23. Next meeting

C Towers (Clerk & RFO)

