



Local Government Act 1972
Whalley Parish Council

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on
Thursday 20th March 2025 in the Calder Room, Whalley Old Grammar School at 7.30pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Agenda

Agenda items should be submitted to the Clerk seven clear days before the meeting.
The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days
before the meeting.

1.	Attendance & Apologies	
	To record attendance and to receive apologies for absence.	
2.	Declaration of Interests	
	To receive declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	
3.	To Approve the Minutes of the Previous Parish Council Meeting	
	To approve and confirm the accuracy of the Minutes of the meeting held Thursday 20 th February 2025.	
4.	To Receive the Minutes of other Committees/Meetings	
	To receive the minutes of the Planning Committee Thursday 20 th February 2025.	
5.	Whalley Parish Council Casual Vacancy	
	To receive an update on the vacancy advertised by the Council.	
6.	To Adjourn the Meeting for Public Discussion	
	To adjourn for members of the public wishing to speak at the meeting in respect of items on the agenda or to update on relevant village matters. (5 mins per person)	
7.	Monthly Financial Report	
	To Authorise Accounts, Payments, Receipts & Balances for March 2025. To Review March Budget Summary.	
8.	WPC Policy Documents	
	8.1 To review the Risk Management and Risk Register Policy. 8.2 To review and confirm the WPC Risk Management Register 2025.	
9.	Assets Registers	
	9.1 To review and approve the WPC Assets Register 2025. 9.2 To review and approve the WWB Cemetery Assets Register 2025.	

10.	Speeding Awareness/Joint Working Group/Traffic Matters	
	<p>10.1 To receive an update on speed awareness/prevention measures in Whalley/ to receive SpID Report opposite 112 Mitton Road, LC33 (outbound).</p> <p>10.2 Consultation TTRO - Clitheroe Road, Whalley, Ribble Valley, Bus Stop Clearways (894.20417) Removal and introduction of bus stop clearways. See draft order for details.</p> <p>10.3 Consultation TTRO - Clitheroe Road and Station Road, Whalley, Ribble Valley, Rev, Prohibition and Restriction of Waiting (894.20418) Introduction of prohibition of waiting on Clitheroe Road and Station Road, and restrictions between 8am & 6pm Clitheroe Road and Station Road. See draft order for details.</p> <p>10.4 To note the Initial Notification - Mitton Road, Whalley Road and Clitheroe Road, Whalley Nightly Closure for LCC to carry out carriageway resurfacing works.</p>	
11.	Flooding	
	For Council to discuss any updates with regards to flooding.	
12.	Planning Permission Whalley Sports Park	
	<p>12.1 To receive an update on the progress of pre-planning application for the Sports Park.</p> <p>12.2 To update on the provision of an all-weather pitch on the QEII land.</p>	
13.	Annual Parish Meeting	
	To consider and agree to book a speaker for the Annual Parish Meeting. To be held 1 st May 2025.	
14.	Flagpole in Vale Gardens	
	To consider the purchase and installation of a flagpole in Vale Gardens.	
15.	VE Day 80th Anniversary - 8th May 2025	
	To discuss and consider how to commemorate the 80th Anniversary of VE Day. To discuss any support requests from village organisations.	
16.	Partnership Meetings	
	To receive reports from Borough/County Councillors and partnership meetings Councillors have attended which impact on the Parish e.g., LCC, RVBC, Parish Liaison, Police Partnership meeting updates.	
17.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	<p>Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item.</p> <ul style="list-style-type: none"> • Rural Bulletins • Whalley Queen St RAG Reports • RVBC Updates 	

	<ul style="list-style-type: none"> • Neighbourhood/Stay In The Know/Crime Figures February • Waste Bins - King Street Whalley - verbal update • NALC Executive Bulletins and newsletters • Enquiry Ref: 82980: Bridge height sign, Railway Bridge at Whalley Station. • RE: Police Camera Car - Wiswell Lane Whalley – Follow up 	
18 .	Next Meeting Date	
	To approve the next meeting date of Thursday 17 th April 2025 at 7.30pm to be held at Whalley Old Grammar School.	

AGENDA ITEM 3 (5 PAGES)



**WHALLEY
PARISH COUNCIL**

"Together we aspire, together we achieve"

Whalley Parish Clerk
27 Waddow Grove
Waddington, Clitheroe
BB7 3JL

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E:clerk@whalleyparishcouncil.org.uk

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Thursday 20th February 2025 in the Calder Room, Whalley Old Grammar School at 7.30pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Minutes

Agenda items should be submitted to the Clerk seven clear days before the meeting.
The Clerk will forward Councillors, all relevant information and supporting documents, 3 clear days
before the meeting.

1.	Attendance & Apologies	
	Present: Cllr Ball, Cllr Highton (Chairman), Cllr Mirfin, Cllr Threlfall, Cllr Vickers. Apologies: Cllr Allen, Cllr Smith. In attendance: Liz Haworth (Clerk), 4 members of the public, Borough Councillor Mark Hindle.	2551/25
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2552/25
3.	To Approve the Minutes of the Previous Parish Council Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 16 th January 2025.	2553/25
4.	To Receive the Minutes of other Committees/Meetings	
	It was resolved to receive the minutes of the Planning Committee Thursday 16 th January 2025.	2554/25
5.	Whalley Parish Council Casual Vacancy	
	The Council noted a couple of interested parties and await further information.	2555/25
6.	To Adjourn the Meeting for Public Discussion	
	The meeting was adjourned for members of the public wishing to speak at the meeting in respect of items on the agenda or to update on relevant village matters. (5 mins per person) Concerns were again raised about the drains on Wiswell Lane and flooding on Accrington Road. Concerns about potential new planning applications further affecting the volume of traffic on Wiswell Lane.	2556/25

	<p>The highest speed in the survey was 50mph. Twelve vehicles were recorded as travelling at 50mph</p> <table border="1" data-bbox="290 324 877 672"> <thead> <tr> <th colspan="2">2024-2025 Speed Surveys</th> </tr> <tr> <th>Location:</th> <td>63 Mitton Road, LC 26 direction of Mitton</td> </tr> <tr> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>19 January 2025</td> <td>6 February 2025</td> </tr> <tr> <td>No. of Vehicles</td> <td>49,596</td> </tr> <tr> <td>Ave Daily Vehicles</td> <td>2,610</td> </tr> <tr> <td>Max Speed</td> <td>50</td> </tr> <tr> <td>85th Percentile Speed</td> <td>32.4</td> </tr> <tr> <td>50th Percentile Speed</td> <td>27.3</td> </tr> <tr> <td>Average Speed</td> <td>19.22</td> </tr> <tr> <td>Vehicles over speed limit</td> <td>650</td> </tr> </tbody> </table> <p>Next SpID deployment will be 3rd March 2025 at LC33 opposite 112 Mitton Road (outbound)</p> <p>WPC are to consider new SpID locations for the forthcoming financial year and Clitheroe Road, Springwood Drive locations are to be investigated.</p>	2024-2025 Speed Surveys		Location:	63 Mitton Road, LC 26 direction of Mitton	From	To	19 January 2025	6 February 2025	No. of Vehicles	49,596	Ave Daily Vehicles	2,610	Max Speed	50	85th Percentile Speed	32.4	50th Percentile Speed	27.3	Average Speed	19.22	Vehicles over speed limit	650	2563/25
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11. Flooding																								
	Flooding is an ongoing matter. WPC to see if a meeting with both UU and LCC together to have a partnership approach to the issues encountered throughout different areas of the village.	2564/25																						
12. Planning Permission Whalley Sports Park																								
	12.1 The pre-app planning application for the Sports Park is with the Planning Department awaiting comments. We are expecting an update in the next 14 days.	2565/25																						
	12.2 WPC resolved that they would support the provision of an all-weather pitch on the QEII land in principle. Discussions of requirements to apply for funding was held including a feasibility study.	2566/25																						
13. Parish Online Mapping																								
	An update was provided on the mapping tool.	2567/25																						
14. Licensing Act 2003: Consultation - Ribble Valley Borough Council Draft Cumulative Impact Assessment (CIA) 2025-2028																								
	The Council are to write in full support of the continuation of the CIA.	2568/25																						
15. VE Day 80th Anniversary - 8th May 2025																								
	It was resolved to order 5 x multipack VE80 lamppost banners costing £99.95 to be erected in the centre of the village to commemorate the 80th Anniversary of VE Day. Cllr Ball spoke to the Church about a service to celebrate peace.	2569/25																						
16. Partnership Meetings																								
	To receive reports from Borough/County Councillors and partnership meetings Councillors have attended which impact on the Parish e.g., LCC, RVBC, Parish Liaison, Police Partnership meeting updates.																							

	<p>Cllr Hindle updated about the first stage proposals of the devolution process being submitted in the 3rd week of March which suggest a 3 unitary authority to include Ribble Valley, Lancaster and Preston.</p> <p>The New Capital Programme has reduced to 2 years instead of 5 years.</p> <p>There is a £3m investment by RV to Clitheroe Swimming Pool, £1m to Clitheroe Castle Keep, £500k to Clitheroe Market, 500k to affordable housing and £1.5m to 3G pitch at Longridge.</p>	2570/25
	<p>Cllr Highton & Cllr Threlfall attended the Liaison Committee which included items on Devolution and Community events.</p>	2571/25
	<p>Cllrs Highton, Threlfall, Ball, Mirfin & Vickers attended the Calderstones day events which were reported to be well attended.</p>	2572/25
17.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	<p>Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item.</p> <ul style="list-style-type: none"> • Rural Bulletins • Whalley Queen St RAG Reports • RVBC Updates • Neighbourhood/Stay In The Know/Crime Figures January • Invitation - Development of the 10-year vision and Masterplan for the newly named Clay Fields site at Whalley - elected members and invited guests only Wednesday 29 January 2025 • Waste Bins - King Street Whalley - verbal update • NALC Executive Bulletins and newsletters • Pub in the Hub / First Aid Training • United Utilities - Notification of Planned Wastewater Treatment Works Refurbishment – Kingsmill Avenue, Whalley • Folk Festival 26th and 27th April 2025 • Cybercrime • Government's Consultation on Strengthening the Standards Regime • Bench on The Sands • 85573 RE: Correspondence from Mitton Road Action Group, Whalley & Action Points 	
	<p>Cllr Ged Mirfin as LCC and Cllr Ball held a meeting at the Library for Mitton Road residents to discuss issues with vibration of traffic, from HGV's and tractors on Mitton Road perceived to be causing damage to properties. Cllr Mirfin posed their concerns to LCC who offered a reply.</p>	2573/25
	<p>Cllr Ball is to organise a Churchyard Committee. Cllr Ball has received complaints of an untidy village especially with both resident and commercial bins being left out on pavements throughout the week. WPC to write to businesses reminding them to remove their bins from the highway after collection. RV asked to contact residents to remove their bins after collection.</p>	2574/25

18 .	Next Meeting Date	
	It was resolved to approve the next meeting date of Thursday 20 th March 2025 at 7.30pm to be held at Whalley Old Grammar School.	2575/25

Meeting Closed at 9.30pm

Signed by Chairman:

Date:

Councillor Martin Highton

AGENDA ITEM 4 (3 PAGES)



**WHALLEY
PARISH COUNCIL**

"Together we aspire, together we achieve"

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Local Government Act 1972
Whalley Parish Council
Planning Committee Meeting

Members of the Council, you are summoned to a Meeting of the Parish Council to be held on
Thursday 20th February 2025 in the Calder Room, Whalley Old Grammar School at 7.00pm

Signed: *EKHaworth*

Liz Haworth - Clerk & Responsible Finance Officer

Minutes

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1.	Attendance & Apologies	
	Present: Cllr Ball, Cllr Highton, Cllr Mirfin, Cllr Threlfall (Chairman), Cllr Vickers. Apologies: Cllr Allen, Cllr Smith. In attendance: Liz Haworth (Clerk), 3 members of the public.	185/25
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non-registrable interests in items for discussion on the agenda.	186/25
3.	To Approve the Minutes of the Previous Meeting	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held on Thursday 16 th January 2025.	187/25
4.	To review and consider the Planning applications received since January 2025 meeting.	
	Planning Applications received for consideration attached. Public Participation at the discretion of the Chairman (5 mins per person)	188/25

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2025/0015 Received : 08/01/2025 Registered : 14/01/2025	1 Waters Edge Whalley BB7 9UF Applications for full consent Proposed two-storey side extension with single storey link to the garage, single storey extension to the rear and alterations..	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/37110 Noted.

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2024/0834 Received : 09/10/2024 Registered : 13/01/2025	69 King Street Whalley BB7 9SW Applications for full consent Proposed conversion of an existing retail unit with accommodation at first floor over into a boutique hotel with restaurant including three-storey extension to side, two and three storey extensions to rear, building up and extension of existing rear outriggers with addition of windows and rooflights, roof terraces, new flue above ridge level, new bin store to side, new boundary treatment to side and rear and use of land to front and side for outdoor dining.	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/36886 Emailed to WPC for Consultation WPC to object, over massing on site -not in keeping with village- overwhelming overshadowing presence, extension doesn't fit with surroundings in the conservation area, retain character and architecture of this significant building, insufficient parking, concerns over nighttime economy
3/2024/1016 Received : 13/12/2024 Registered : 03/02/2025	1 to 7 The Picture House George Street Whalley BB7 9TH Applications for full consent Regularisation of works including extension to rear ground floor to include internal secure residents cycle store with roller shutter door; re-instate rear boundary wall to 0.74m high; alterations to rear external staircases; upvc windows and doors to front, side and rear; aluminium windows to the front dormer; screening feature to the rear balconies; ground floor bin store; central cladding to front dormer window on third floor; rooflights; external lighting scheme to rear and two electric charging points.	Kathryn Hughes	https://webportal.ribblevalley.gov.uk/site/scripts/planx_details.php?appNumber=3%2F2024%2F1016 Emailed to WPC for Consultation WPC to object to regularisation of works, applicant should maintain standards of the conservation area, materials should be as approved and adhere to the original planning application.
3/2025/0019 Received : 10/01/2025 Registered : 17/01/2025 Committee : 24/01/2025	99 King Street Whalley BB7 9SW Application for tree works in a conservation area Fell and remove nine conifers (G1).	Alex Shutt	https://webportal.ribblevalley.gov.uk/planningApplication/37114 For Information Only
3/2025/0037 Received : 21/01/2025 Registered : 24/01/2025	Land on the east side of Clerk Hill Road just to the south of the access to Whalley Golf Club Whalley Agricultural determination Prior notification of proposed agricultural storage building 18.28m long, 12.19m wide, 5.44m high to ridge, 3.65m high to eaves. Refused by RVBC 14/2/2025	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/37132 Noted.

Planning App	Location/Proposal	Plan Officer	Comments /Link
3/2025/0074 Received : 30/01/2025 Registered : 04/02/2025	Land adjacent to 4a Wiswell Lane Whalley BB7 9AF Certificate of Lawfulness – Existing Certificate of lawfulness for existing dwellinghouse and associated curtilage (garden, driveway and areas of hardstanding).	Stephen Kilmartin	https://webportal.ribblevalley.gov.uk/planningApplication/37169 WPC object and seek a formal application for the dwelling house.
3/2025/0082 Received : 03/02/2025 Registered : 07/02/2025	10 Deer Park Crescent Whalley BB7 9XH Prior notification for a larger home extension. Proposed single storey rear extension with a flat roof. Length 6.2m, max height 3.0m, height at eaves 2.6m.	Emily Pickup	https://webportal.ribblevalley.gov.uk/planningApplication/37177 WPC object – over massing on site.

5.	Reports/Updates/Other	
	<p>Items arisen re planning / correspondence received since the last meeting.</p> <ul style="list-style-type: none"> RVBC Notification of Appeal, APP/T2350/C/24/3355797and APP/T2350/W/24/3355795, Salvage House Unit 5B Abbey Works King Street Whalley BB7 9SP - noted LCC Response D3/2024/0834 - 69 King Street Whalley - noted RVBC Temporary Structure - Woodland Healing, Lamb Roe, Clitheroe, BB7 9AQ- to observe New application –For Information- No details available at time of agenda. 3/2025/0100 Land at The Eagle at Barrow Clitheroe Road Whalley BB7 9AQ Proposed hotel development (use class C1) with associated parking and landscaping - noted 	<p>189/25</p> <p>190/25 191/25</p> <p>192/25</p>
6.	Next Meeting Dates	
	It was resolved to approve the date of the next meeting on Thursday 20 th March 2025 at 7pm at Whalley Old Grammar School.	193/25

Meeting Closed at 7.30pm

Signed by Chairman:

Cllr John Threlfall

Date:

AGENDA ITEM 7 (2 PAGES)

Whalley Parish Council
Approved Minutes Ref No:

Cash Book

MARCH 2025

Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW QE2 £	Skipton £	Total £	VAT £	Net £
DD	01/03/2025		Easy Web	Website/Email Services	(86.75)			(86.75)		(86.75)
Bankline	24/03/2024		E Haworth	Salary/Office/Travel	(1,223.15)			(1,223.15)		(1,223.15)
Bankline	24/03/2024		HMRC	IT£297.20 NI£35.06 ENI£100.50	(432.76)			(432.76)		(432.76)
			E Haworth Reimbursement	British Legion VE80 Lamp Post Sigr	(103.94)			(103.94)	(17.32)	(86.62)
Bankline	24/03/2024	717	Abbey Gardening Services Ltd	Parish Churchyard (February)	(418.80)			(418.80)	(69.80)	(349.00)
Bankline	24/03/2024	721	Abbey Gardening Services Ltd	Vale Gardens (February)	(327.60)			(327.60)	(54.60)	(273.00)
Bankline	24/03/2024	592	Roy Cattermole Tree Services	Tree Removal Parish Churchyard	(3,720.00)			(3,720.00)	(620.00)	(3,100.00)
Bankline	24/03/2024	40655	Impressions Engraving	Plaque - Gorner	(57.60)			(57.60)	(9.60)	(48.00)
Bankline	24/03/2024	30ULO46-	Parish Online	Mapping Software	(252.00)			(252.00)	(42.00)	(210.00)
Bankline	24/03/2024	JM2922	WEF	Room Hire	(28.00)			(28.00)		(28.00)
Bankline	24/03/2024		Ribble Valley Rail	WPC Grant	(300.00)			(300.00)		(300.00)
Bankline	24/03/2024		Whalley & District Lions	WPC Grant	(500.00)			(500.00)		(500.00)
Bankline	24/03/2024	2.2E+08	E-On Next	Electricity Vale Gardens	(37.39)			(37.39)		(37.39)
Movement in Month					(7,487.99)	0.00	0.00	(7,487.99)	(813.32)	(6,674.67)
Cash Book Balance at START of Month					13,658.30	1,095.00	81,705.68	96,458.98		
Cash Book Balance at END of Month					6,170.31	1,095.00	81,705.68	88,970.99		

Bank Reconciliation

	NW Curr £	NW QE2 £	Skipton £	Overall £
<i>Bank Statement Balance at START of month</i>	13,658.30	1,095.00	81,705.68	96,458.98
				0.00
				0.00
Cash Book Balance at START of month	13,658.30	1,095.00	81,705.68	96,458.98

		Year 2024/25				2023/24	Comments
		Actual to date	Budget Full Year	Budget Remaining		Actual Full Year	
		£	£	£	%	£	
Income							
	RVBC Precept	76,675	76,675	0	0%	64,753	
	QEII Grants	0		0	0%	19,460	
	Other Grants	5,458		(5,458)	0%	8,978	
	Interest	1,887		(1,887)	0%	693	
	Total Income	<u>84,020</u>	<u>76,675</u>	<u>(7,345)</u>	-10%	<u>93,884</u>	
Expenditure							
Admin	Clerk salary	(18,181)	(16,660)	1,521	-9%	(14,010)	
	Clerk other costs	(775)	(1,020)	(245)	24%	(710)	
	Membership & Training	(835)	(2,820)	(1,985)	70%	(1,064)	
	Other admin costs	(3,918)	(3,950)	(32)	1%	(3,452)	
	Total Admin	<u>(23,709)</u>	<u>(24,450)</u>	<u>(741)</u>	3%	<u>(19,236)</u>	
Maintenance	Churchyard	(7,860)	(9,400)	(1,540)	16%	(7,032)	
	Vale Gardens	(4,016)	(4,025)	(9)	0%	(3,843)	
	Lengthsman	(4,089)	(4,500)	(412)	9%	(4,465)	
	OGS Grass	(350)	(420)	(70)	17%	0	
	Other Maintenance	0	(1,780)	(1,780)	100%	(950)	
	Total Maintenance	<u>(16,314)</u>	<u>(20,125)</u>	<u>(3,811)</u>	19%	<u>(16,290)</u>	
Community	Bench Audit	(1,889)	(3,000)	(1,111)	37%	(2,875)	
	Community Projects	0	(10,000)	(10,000)	100%	(28,115)	
	Defibrillator	0	0	0	0%	(232)	
	Grants & Donations	(5,102)	(5,000)	102	-2%	(3,780)	
	S137 donations	0	0	0	0%	(3,250)	
	SpID	(2,071)	0	2,071	0%	(227)	
	QEII project	(293)	(10,000)	(9,708)	97%	(27,540)	
	War Memorial/Remembrance	(1,589)	(1,600)	(11)	1%	(1,262)	
	Xmas Lighting	(5,383)	(2,500)	2,883	-115%	(3,015)	
	Total Community	<u>(16,326)</u>	<u>(32,100)</u>	<u>(15,774)</u>		<u>(70,296)</u>	
Other	Other expenditure	0	0	0	0%	(2,722)	
	Total Expenditure	<u>(56,350)</u>	<u>(76,675)</u>	<u>(20,325)</u>	27%	<u>(108,544)</u>	
"Total Income" less "Total Expenditure"		<u>27,670</u>	<u>0</u>	<u>(27,670)</u>	0%	<u>(14,660)</u>	
VAT (incurred net of recovery)		<u>(3,417)</u>	<u>0</u>	<u>0</u>	0%	<u>(591)</u>	
Net movement		<u>24,253</u>	<u>0</u>	<u>(27,670)</u>	0%	<u>(15,251)</u>	
Cash Balance - b/wd		<u>64,718</u>	<u>64,718</u>	<u>0</u>	0%	<u>79,969</u>	
Cash Balance - c/wd		<u>88,971</u>	<u>64,718</u>	<u>(27,670)</u>	-43%	<u>64,718</u>	
		0					
Earmarked Reserves							
	CCTV	10000					
	SpID	4000					
	QEII	1095					
	Twinning As	400					
	Bench (Moll)	1000					
		16495					
	General Re:	49647					
	Total	66142					



Text
**Policy on Risk Management
and Risk Register**

*This Policy sets out the Parish Council's position and
procedure regarding Risk Management*

Version Control

Version	Date	Description of Change
V.1	16.3.23	New Policy

Risk is a threat that an event or action will adversely affect the council's ability to achieve its objectives, implement its strategies and provide its services.

Risk management is the process by which risks are identified, evaluated, addressed and reviewed.

Whalley Parish Council recognises that it has a responsibility to take all reasonable and practical measures to safeguard its employees, the people it works with and provides services for; and to protect the natural and built environments for which it is responsible.

The council is aware that some risks cannot be eliminated fully and has in place a strategy that provides a structured, systematic and focused approach to managing risk and including where necessary, the introduction of internal controls and/or appropriate use of insurance cover.

The objectives of the risk management policy are to:

- Integrate risk management into the culture of the council
- Manage risk in accordance with best practice and legislative requirements
- Minimise loss, disruption, injury and damages
- Inform policy and operational decisions by identifying risks and their likely impact
- Raise awareness of the need for risk management
- To promote good corporate governance

It is the responsibility of all Members and staff to have regard for risk management whilst carrying out their duties.

These objectives will be achieved by:

- Identification of risk
- Undertaking risk assessments assigning risk factor High, Medium or Low (H/M/L).
- Managing the risk and recording actions
- Incorporating risk management considerations into council processes
- Providing appropriate training
- Establishing clear roles, responsibilities and reporting lines
- Effective communication and active involvement of, employees and members of the Council.
- Monitoring and Reporting

Following evaluation there are four main control options to manage the risk:

Terminate the risk – take a decision to discontinue the activity.

Transfer the risk – the risk is 'passed' on e.g. to an insurer.

Treat the risk – put in place additional controls to reduce the impact or likelihood.

Tolerate the risk – accept the risk but continue to monitor and evaluate.

The risk register enables Whalley Parish Council to assess the risks that it faces and confirm that it has taken appropriate steps to manage those risks.

An annual review of the risk management arrangements for the Parish Council will be conducted by the Full Council.

AGENDA ITEM 8.2 (9 PAGES)



Risk Management Register 2025

This document has been produced to enable the Parish Council to assess the risk of all of its functions, and to satisfy that it has taken adequate steps to minimise this risk. In conducting this exercise, the following process has been followed in accordance with Whalley Parish Council's Policy on Risk Management:

1. Identify the areas to be reviewed.
2. Identify what the risk might be, and whether this is High, Medium or Low (H/M/L).
3. Evaluate the management and control of the risk and record all findings.
4. Review, assess and revise the above steps on a regular basis.

Financial & Management				
Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Precept.	Adequacy of Precept.	L	Sound budgeting process in place to support the annual precept.	Review Annually
	Request not Submitted	L	Full Parish Council minute showing complete precept.	Review Annually
	Not paid by Borough Council	L	Checked and reported to full council. Paid by BACS. Reserves held.	Review Annually
Income	Cash handling	L	WPC have a policy not to handle cash. All income is paid direct. All bank receipts updated to cash book and reconciled monthly.	
Financial Records.	Inadequate records.	L	The Council complies with its Financial Regulations which set out the requirements based on the National Association of Local Councils model.	Review Annually.
	Financial irregularities.	L	An Internal audit is undertaken annually in February to comply with Section 4 of the Annual return. Auditor undertakes an assessment of compliance with relevant procedures and controls expected to be in operation during the financial year.	
		L	WPC Accounting spreadsheet shows cash book transactions and highlights differences as errors.	Review Monthly.
Investments.	Loss of bank deposits due to failure of financial institution.	L	Ensure the Council Investments are reviewed annually to keep risk to a minimum. Spread investments between more than one financial institution if necessary. Funds kept within the	Review Annually. In times of economic instability increase monitoring.

Financial & Management				
Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
			Financial Compensation Scheme limits. Aim to not have more than 25% of annual precept in reserves.	
Reserves. General/ Earmarked	Inadequate to cover possible expenditure	L	Reserve levels considered and reviewed at Budget setting.	Review Annually.
Banking.	RFO/Councillors committing fraud.	L	All banking procedures or changes to accounts are agreed at Full Council Meetings. Payments authorised are set up by the clerk, approved at Full Council Meetings and paid either by cheque with two authorised signatures or online banking with two authorisations using the banks secure card authorisation codes. All banking transactions are dual controlled. There are 3 authorised signatures on the mandate.	Review Annual Meeting or if changes to bank mandate are necessary, i.e change of approved signatory Councillors.
	Parish Precept/public funds Reputation of Parish Council	L	Fidelity Insurance cover of £250,000 Finance Regs and Internal Audits in operation.	Review at Insurance renewal.
	Inadequate record keeping or reporting.	L	Account transactions and balances are to be reported in detail at every monthly meeting. Bank accounts are reconciled monthly and recorded on the minutes.	
Financial Reporting.	Inadequate Information Communication.	L	Latest financial situation (income, expenditure, and bank reconciliation) is reported at each Parish Council meeting. Budgeting is tracked on a monthly basis.	
Direct Costs.	Goods supplied and not correctly invoiced.	L	The Council has Financial Regulations which set out requirements. At each Full Council meeting the list of proposed payments is supplied and authorised (with supporting invoices). Invoices are verified by Clerk/RFO, then checked and initialled by two authorised signatories before payment.	

Financial & Management				
Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
	Incorrect cheques/online payments.	L	Each payment is checked and entered online payments are set up by the clerk. Cheques require two authorised signatures and/or online banking requires dual authorisation before payment is released.	Review Bank Mandates at each Annual Meeting/Keep bank mandates up to date when changes within the Council occur.
Grants Payable.	Power to Pay. Authorisation of Council to pay.	L L	All grants requested to comply with the Grants Policy, with supporting documentation supplied. Requests considered by Full Council dependent on the amount. Grant/donation payments to be submitted, budgeted, and approved by full Council and minuted. Payments made via S137 power of expenditure to be minuted and recorded accordingly.	
Grants Monies received.	Receipt of Grants.	L	Applications for such monies and successful bids to be reported to Full Council. Receipts are recorded in the cash book and monthly Financial Report.	
Best Value Accountability.	Contracts awarded incorrectly.	L	The Council has Financial Regulations which set out the requirements dependent on the value of the contract. Legislation under the Public Contracts Act 2015 to be complied with, with appropriate publication if necessary. When contracts are tendered, details of the process and successful applicant are awarded. This is recorded in the minutes.	
Project Management.	Overspend on contracts.	M	All contracts for goods and services to comply with the Financial Regulations and Public Contracts Act 2015. Ensure correct tendering for services. Estimates obtained prior to precept if possible.	

Financial & Management				
Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
			<p>Expenditure on contracts (ie.Vale Gardens/Lengthsmen) is monitored and presented on the monthly financial report at the full Council meeting. Any decision to not tender services must be minuted where it would be applicable.</p> <p>Any potential overspends to be reported in the quarterly financial reports proposed.</p>	
Fraud.	<p>Council Clerk/Staff.</p> <p>Members Conflict of Interest.</p>	<p>L</p> <p>L</p> <p>L</p>	<p>Ensure references are taken for Clerk/RFO and any staff prior to commencement of employment.</p> <p>Declarations of interest updated at each Council meeting and minuted. Code of Conduct adopted and in place.</p> <p>Ensure insurance Fidelity Guarantee fit for purpose and requirements followed.</p> <p>Clerk/RFO/Staff/Cllrs to attend relevant training, to be provided with relevant reference books, access to assistance via LALC/NALC/RVBC.</p>	<p>Review Annually at renewal.</p> <p>Ensure training and development budget is in place to allow for this.</p>
VAT.	<p>Reclaim.</p> <p>VAT element not recorded on cashbook</p>	<p>L</p> <p>L</p>	<p>The Council has Financial Regulations which set out the requirements – VAT to be reclaimed at least every 6 months. RFO to ensure that VAT is monitored in monthly financial update.</p> <p>All items listed in cash book and VAT expenditure reported at every Council meeting.</p>	
Annual Return.	Failure to comply with deadlines.	L	<p>Clear instruction given by External Auditor. Comply with AGAR.</p> <p>Internal Audit carried out with clear terms of reference and suitability for purpose.</p> <p>Appointment of the internal auditor to take place in February each year.</p>	

Financial & Management				
Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
			Internal Audit report and Annual return accepted by resolution of Council, documentation signed and submitted to External Auditors to comply with deadline. Notice of Public Rights published in accordance with guidance.	
Insurance.	Fit for Purpose. Cost. Compliance. Fidelity Guarantee.	M L L M	Asset register updated annually on disposal or purchase of assets, prior to annual renewal. Seek and compare quotes. Employers and Public Liability Insurance are a statutory requirement. Ensure insurance Fidelity Guarantee fit for purpose.	Review Annually.
Assets. Street Furniture. Land & Surroundings Tree Safety	Loss or damage. Maintenance, fit for purpose. Paths, trip hazards, broken seating, unsafe noticeboards, danger to public safety. Being struck by fallen branches	M M L L M M M M	Office equipment monitored on ongoing basis. Monitoring of Street Furniture – bins/benches by Lengthsman on a regular basis. Vandalism reported to Police and Insurance Company. Bench Policy in place and 3 Year Maintenance Schedule. Memorial Bench Policy in place. Church Grounds & Vale Gardens inspected regularly and maintained by contractors. Tree surveys commissioned and works undertaken as advised. Trees in Churchyard to be inspected annually. Trees in Vale Gardens to be regularly inspected. Regular monitoring of land/property WPC are responsible	Regular review. Review every 3 years (next review 2024) Review every 3 years (next review 2024) Ongoing Review. Annual Review. Review every 2 years. Ongoing review.

Financial & Management				
Subject	Risk(s) Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
	Risk of injury to life or serious damage to property or surroundings.		for by contractors, Cllrs, public and lengthsman. Ongoing maintenance. Close off hazardous areas if necessary.	
Accessibility and GDPR.	Policy on Privacy Website.	L	Explicit statement included on Website.	Review annually.
	Briefing Papers.	L	Data Officer – Clerk/RFO to circulate supporting documents with monthly agendas.	
	Accessibility.	L	Adopted 2019 Whalley Parish Council Publication Scheme in place.	
	Privacy breaches	M	ICO membership. Clerk to circulate to full council annually or at any time of change in legislation.	Annual Membership Renewal.
	Lack of knowledge.	M	Council to provide access to sufficient training.	

Governance & Management				
Subject	Risk Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Record Keeping. Paper Records.	Loss through fire, theft, damage.	M M	Paper records minutes, contracts stored at Clerks home address. Paper records older than 3 years to be archived with LCC.	Review annually.
Electronic records.	Loss through fire, corruption or cyber crime. Loss of information. Privacy/Security.	M M L	Files held on Laptop owned by Whalley Parish Council accessed by the Clerk, held on M365 One Drive. Remote access available. Files are backed up to Microsoft One Drive Business Account. Remote access available.	Review Annually.

		L	Laptop is fingerprint and code password protected. Code to be shared with Chair for access to Laptop if necessary and kept in a sealed envelope. Once opened the password should be changed for security reasons. Website & email server with external IT support contracted out to Easyweb. Username and password protected.	
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Governance & Management

Subject	Risk Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Lack of forward planning and budgetary controls.	Lack of direction and prioritisation; insufficient funds to cover spend	L	Budget in operation and regularly reviewed.	Reviewed Annually November Budget Meeting.
Poor reporting to council.	Poor quality decision making. Council becomes ill informed.	L	Timely and accurate financial reporting. Clear instructions to staff/Council. Matters raised at meetings.	Annual Performance Review.
Poor document control.	Information not passed on in a timely manner. Deadlines missed. Lack of achievement.	L	Clear role descriptions	Annual Performance Review.
Failure to keep proper financial records in accordance with statutory requirements	Inadequate financial control.	L	Proper arrangements for the notification of income and approval of Expenditure. Review of internal controls in place. Internal auditor.	Reviewed Annually.
Failure to respond to electors' wish to right of inspection	Loss of confidence. Loss of reputation.	L	Operating protocols set by Government & external auditor.	
Failing to ensure that all business activities are within legal power	Illegal expenditure	L	Recording in the minutes the precise power under which expenditure is being approved.	

Failure to ensure that the Council complies with the law/regulations.	Fines and Penalties from regulation bodies. Loss of reputation.	L	Clear policies and procedures in place in line with law and regulations. Regular review of law. Training.	Annual Review of Council Policies.
Failure to provide proper, timely and accurate reporting of Council business in the minutes.	Confusion and misunderstandings. Actions not reflecting the intentions of Council.	L L	Draft Minutes published within 7 working days after the meeting. Accuracy of minutes confirmed by full Parish Council at next meeting. Minutes properly number referenced.	

Governance & Management

Subject	Risk Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Council becomes dominated by one or two individuals.	Conflicts of interest. Pursuit of personal agendas. Decisions made outside Council.	L	Clear Standing Orders regarding conduct of meeting and conflict of interests. Seek advice and Report to Monitoring Officer.	

Management of the Cemetery

Subject	Risk Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Personal injury or damage to member (s) of the public or their property arising from defect (s) in property.	Claims for compensation and costs to the Committee in defending claims where appropriate.	L	Covered under Public Liability Insurance Policy – £10 million Regular inspection and maintenance and prompt repair of any damage. Periodic review of insurance cover and timely renewal.	Annual review of insurance policy Regular inspections of grounds
Compensation claim by employee (or contracted person) in respect of injury sustained in the cause of his/her employment/engagement.	Claims for compensation and associated costs.	L	Potential liabilities, including costs, covered by insurance policy - £10 million in respect of employees. Lengthsman/Contractors is required to take out suitable insurance as required by service contract. Lengthsman/Contractors to complete Risk Management Assessment	Annual review of insurance policy Review of Contract at renewal. Quarterly site checks to ensure compliance with risk procedures.

			Forms as provided under LCC Risk Assessment and Safe Working Practices documentation.	
Management of the Cemetery Grounds				
Subject	Risk Identified	H/M/L	Management/Control of Risk	Review/Assess/Revise
Clerk/Registrar/Staff unable to work due to sickness or holiday	Inability to inter deceased	M	Procedures in place on how to inter deceased – arrange appropriate cover	
Damage to memorial stones erected at the Cemetery	Injury to public, as a result of failure to maintain memorials	M	Memorial safety inspection carried out in accordance with current regulations. Strict adherence to Committee rules and notification to owners of required repairs. Where owners unable to be located, memorials repaired by Committee.	Annually
Reserves too low.	Reduction in Committee's financial resources. Inability to deliver services.	L	Annual budget and monthly monitoring. Formal approval and costings for new services and /or projects whilst maintaining reserves in line with past practical experience. New expenditure only undertaken where reserves allow. Reserves maintained at level commensurate with expenditure commitments and historical experience.	Budget Annually Monthly financial management
Loss of key personnel	Inability to operate and deliver services.	M	Ensure staff have adequate training, support and hours to undertake role to avoid stress, leading to sickness or early departure. Regular back-up of files, records, information, as appropriate. Microsoft One Drive backs up on the cloud and multiple access is available.	Annually One Drive Back ups.
Failure to comply with procedures for awarding contracts of goods and services.	Reduction in Committee's financial resources. Inability to deliver services.	L	Adherence to Financial Regulations for awarding of contracts. Ensure contractors can demonstrate appropriate risk assessment and insurances.	Annually Contract Renewal

AGENDA ITEM 9.1 (1 PAGE)



ASSETS REGISTER 2025

No.	Fixed Asset	Date Acquired	Purchase Cost	Location
			* gifted	
4	Village Signs	1974	*£1	Village Boundaries
4	Twinning Signs	1988	£200	Village Boundaries
4	Small Signs	2001/2/5/9	£80	Vale Gardens/Church Yard
1	Bus Shelter	1988	*£1	Outside Newsagents
1	Inbuilt Seating	1988	£50	Bus Station
26	Park Benches	various	*£1	Around Parish (see Bench Audit 2020)
2	Park Benches	2019/20	£748	Jill Taylor & George Hardman Benches
1	Sundial	1988	*£1	Vale Gardens
3	Litter Bins	1990	*£1	Village
2	Information Board	2000	*£1	King St & Railway Station
1	Water Feature	2000	£3,839	Vale Gardens
2	Metal Filing Cabinets	2001/8	£150	Whalley Old Grammar School
1	Chain of Office	2000	£1,836	Chairman
	Public Toilets	2009	£62,794	Bus Station
1	3 Fishes Sculpture	2012	£5,000	Vale Gardens
	Vale Gardens	1985	£22,000	Vale Gardens
	QEII Sports Field	1977	£10,100	QEII Fields
	MUGA	2016	£61,760	QEII Fields
	Youth Shelter	2016	£11,465	QEII Fields
1	Parish Noticeboard	2017	£1,200	Vale Gardens
4	Planters	2019	*£1	King St (near post office)
1	QEII Noticeboard	2020	£1,300	QEII Fields
2	Planters	2020	£903	King St (near coop)
	Christmas Tree Lights	2020	£2,465	Village Christmas Display
17	Christmas Street Column Displa	2020	*£1	King St
1	Bench	2021	£498	Vale Gardens
1	Bench	2021	£498	Noticeboards by the Circular Flower Bed
	Christmas Lights	2021	£3,415	Village Christmas Display
1	Laptop	2022	£599	Clerks Home Office
1	Defibrillator	2020	*£1	Bus Station
4	Benches	2022	£2,376	Procters Field
1	Defibrillator Cabinet	2023	£495	Mitton Road Business Park
1	Defibrillator	2022	£725	Mitton Road Business Park
1	Defibrillator	2022	*£1	The Sidings
2	Benches	2023	£1,198	Vale Gardens
1	Bench	2023	£599	Cemetery
22	Sleepers	2023	£770	QEII Access Road
1	CCTV	May-23	*£1	The Sands
4	Christmas Lighting Motifs	Nov-24	£2,548	Bus Station
8	SplID Back Plates	Apr-24	£440	King Street, Station Road, Mitton Road
TOTAL			£197,063	

AGENDA ITEM 9.2 (1 PAGE)



WWB Cemetery Assets Register March 2025

No.	Fixed Asset	Date Acquired	Purchase Cost	Location
			* gifted £1	
1	Side Gate	not known	£1,096	Cemetery
1	Noticeboard	08/07/2019	£2,000	Cemetery
1	Cemetery sign	21/02/2012	£267	Cemetery
1	Boundary Fencing	21/12/2011	£1,271	Cemetery
1	IT Processor	05/03/2020	£490	Clerk's residence
1	Monitor	05/03/2020	£82	Clerk's residence
8	Benches *	not known	£1	Cemetery
1	Land.	1951	£210	Cemetery
1	Wooden Bin Bunker	27/09/2017	£1,700	Cemetery
1	Printer	27/01/2022	£149	Clerk's residence
1	Dog Sign	01/03/2024	£158	Cemetery
1	Shed	31/01/2024	£583	Cemetery
1	Double Gates	20/12/2024	£1,900	Cemetery
TOTAL			£9,907	
	Cemetery Asset Disposals 2025			Reason for Disposal
1	Double Gates	not known	£3,152	Broken and replaced
2	Benches	not known	£0	Broken and removed
	Assets Removed as incorrectly listed as assets on previous Registers (2024)			
1	Memorial Garden	25/06/2019	£0	Cemetery
1	Beams	19/01/2011	£0	Cemetery
1	Beams	30/06/2017	£0	Cemetery
1	Beams	11/12/2017	£0	Cemetery
1	Drains	14/03/2011	£0	Cemetery
1	Paths	16/12/2011	£0	Cemetery
1	Paths	30/04/2012	£0	Cemetery

AGENDA ITEM 10.1

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AWAITING FURTHER INFORMATION AT TIME OF AGENDA

Awaiting SpID report data

AGENDA ITEM 10.2 (3 PAGES)

NOTICE OF PROPOSAL

**LANCASHIRE COUNTY COUNCIL
(CLITHEROE ROAD, WHALLEY, RIBBLE VALLEY
BOROUGH) (REMOVAL AND INTRODUCTION OF BUS
STOP CLEARWAYS)**



NOTICE IS HEREBY GIVEN that Lancashire County Council propose the following:

- 1) Remove a bus stop in Clitheroe Road, Whalley, the south east side, from a point 66 metres south west of its junction with the projected centreline of Hayhurst Road.
- 2) Introduce a Bus Stop Clearway at any time (the effect of which will be to prohibit the stopping of vehicles) in the following lengths of road:
 - a) Clitheroe Road, Whalley, the north west side, from a point 26.6 metres south west of its junction with the centreline of Hayhurst Road for a distance of 27 metres in a south westerly direction;
 - b) Clitheroe Road, Whalley, the south east side, from a point 32.6 metres south west of its junction with the projected centreline of Hayhurst Road for a distance of 27 metres in a south westerly direction.

Statement of Reasons

Extension of existing bus stop Clearway on north west side.

The purpose of this proposal is to extend the existing bus stop clearway by 8 metres to a 27 metre length, allowing buses to align correctly, safely and efficiently at the stop and allow for effective enforcement.

Removal and relocation of bus stop Clearway on south east side.

The purpose of this proposal is to remove the existing bus stop and introduce a new bus stop clearway in a more suitable location to enable buses to align correctly, safely and efficiently at the stop and allow for effective enforcement.

The proposal also includes the construction of a raised boarding platform ensuring safe boarding and alighting of passengers.

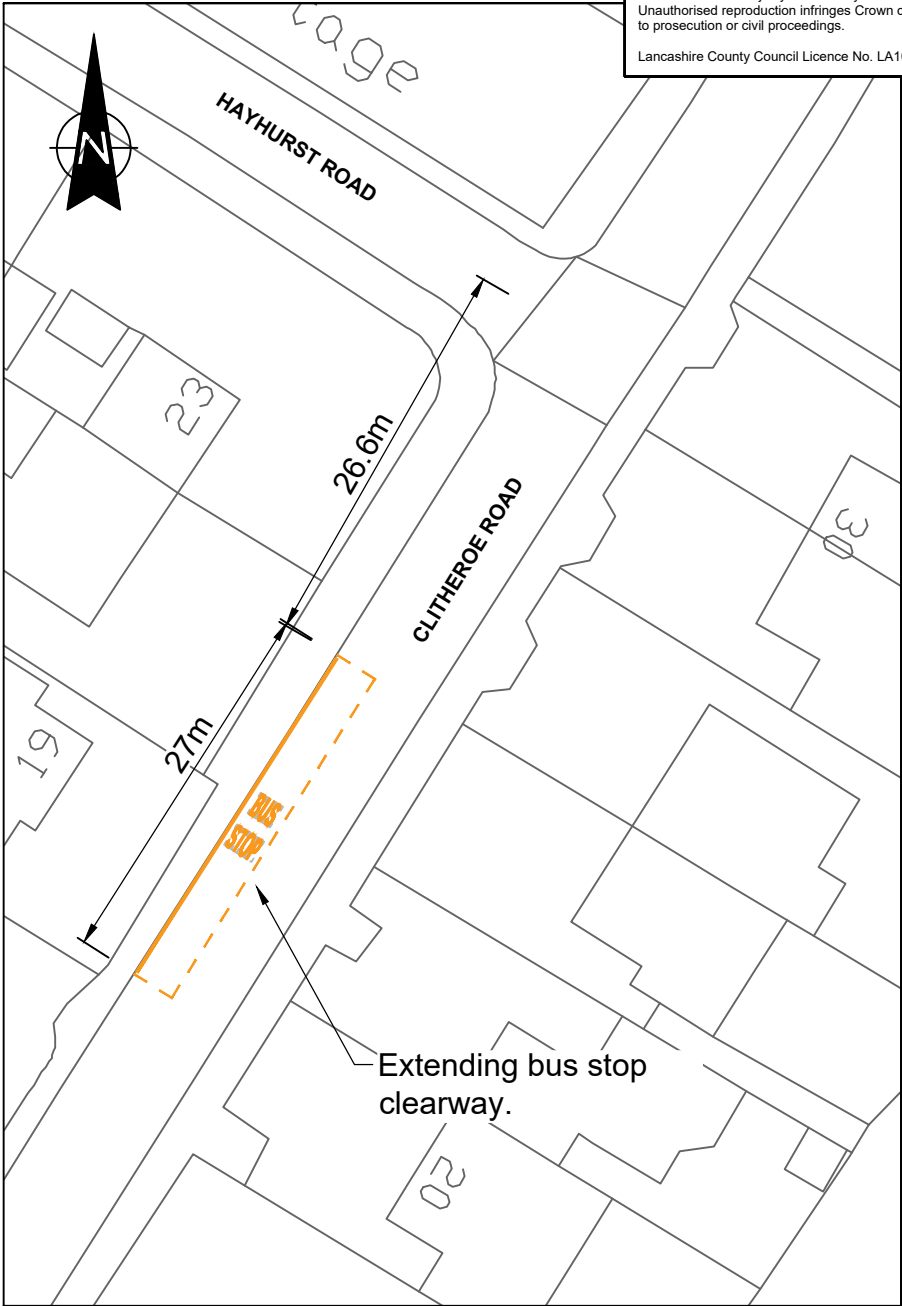
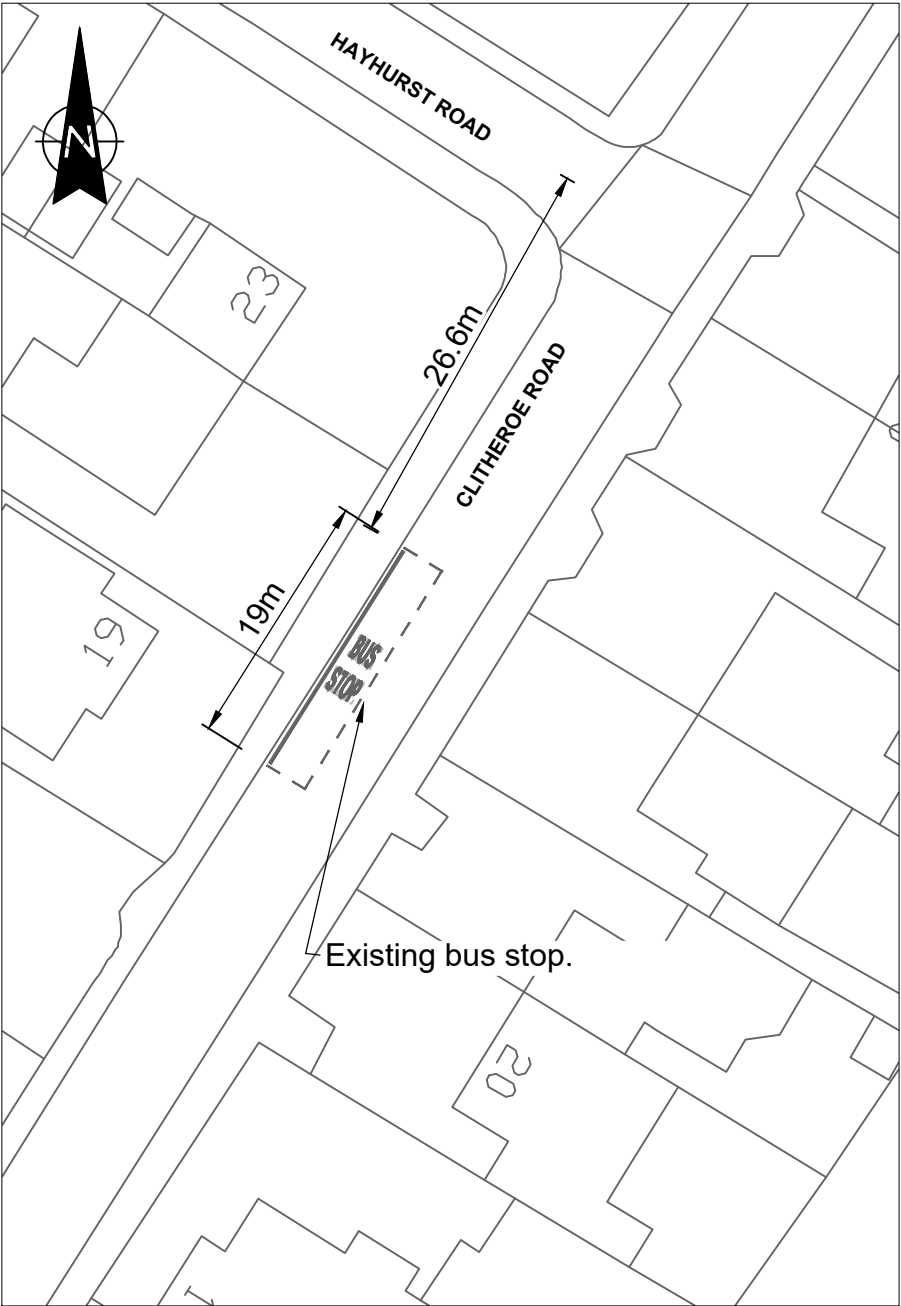
A copy of the relevant notice and plan may be inspected during normal office hours at the offices of the Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe, BB7 2RA and at the offices of The Director of Law and Governance, Lancashire County Council, County Hall, Fishergate, Preston, PR1 8XJ, and on Lancashire County Councils Website <http://www.lancashire.gov.uk/roads-parking-and-travel/roads/roadworks-and-traffic-regulation-orders/permanent.aspx> or scan the QR code below. Any representations or objections (specifying the grounds on which they are made) relating to the proposal must be made in writing and should be sent to The Director of Law and Governance, Lancashire County Council, P O Box 100, County Hall, Preston PR1 0LD or by e-mail to tro-consultation@lancashire.gov.uk quoting ref: **LSG4/894.20417/AFR** before the 03 April 2025.

Heloise MacAndrew, Director of Law and Governance
06 March 2025



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Design and Construction

PROJECT TITLE
STATION ROAD AND CLITHEROE ROAD

DATE
09.12.2024

DRAWN BY
R. TOWNEND

SCHEME No.
15763

CLIENT No.
CLIENT NO

DRAWING TITLE
EXTENSION OF BUS STOP CLEARWAY

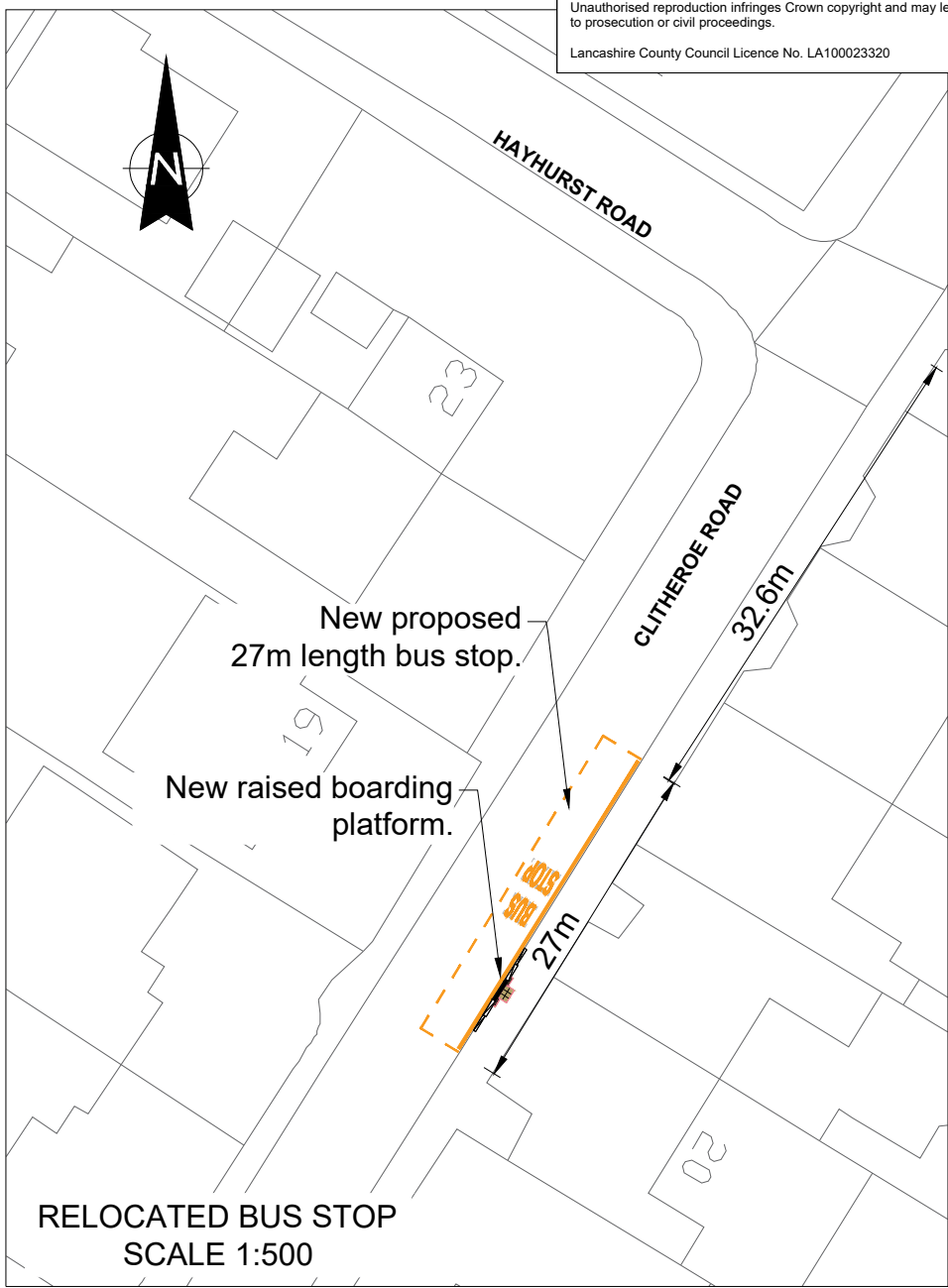
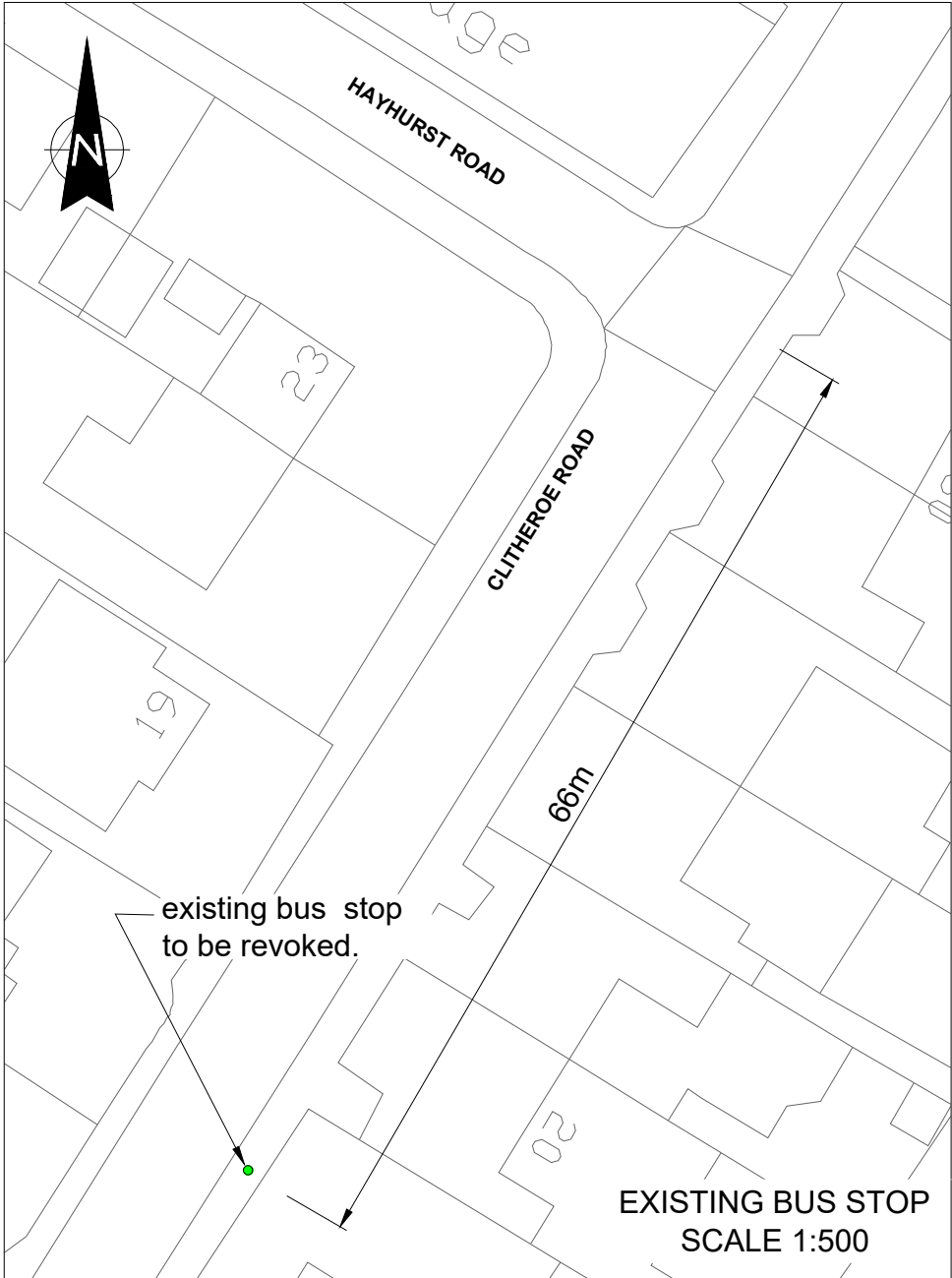
SCALE @ A4
1:500

CHECKED BY
C. GARFIELD

SKETCH No.
15763/0100/005

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Design and Construction

PROJECT TITLE
STATION ROAD AND CLITHEROE ROAD

DATE
09.12.2024

DRAWN BY
R. TOWNEND

SCHEME No.
15763

CLIENT No.
CLIENT_NO

DRAWING TITLE
PROPOSED NEW BUS STOP CLEARWAY

SCALE @ A4
AS SHOWN

CHECKED BY
C. GARFIELD

SKETCH No.
15763/0100/006

AGENDA ITEM 10.3 (2 PAGES)

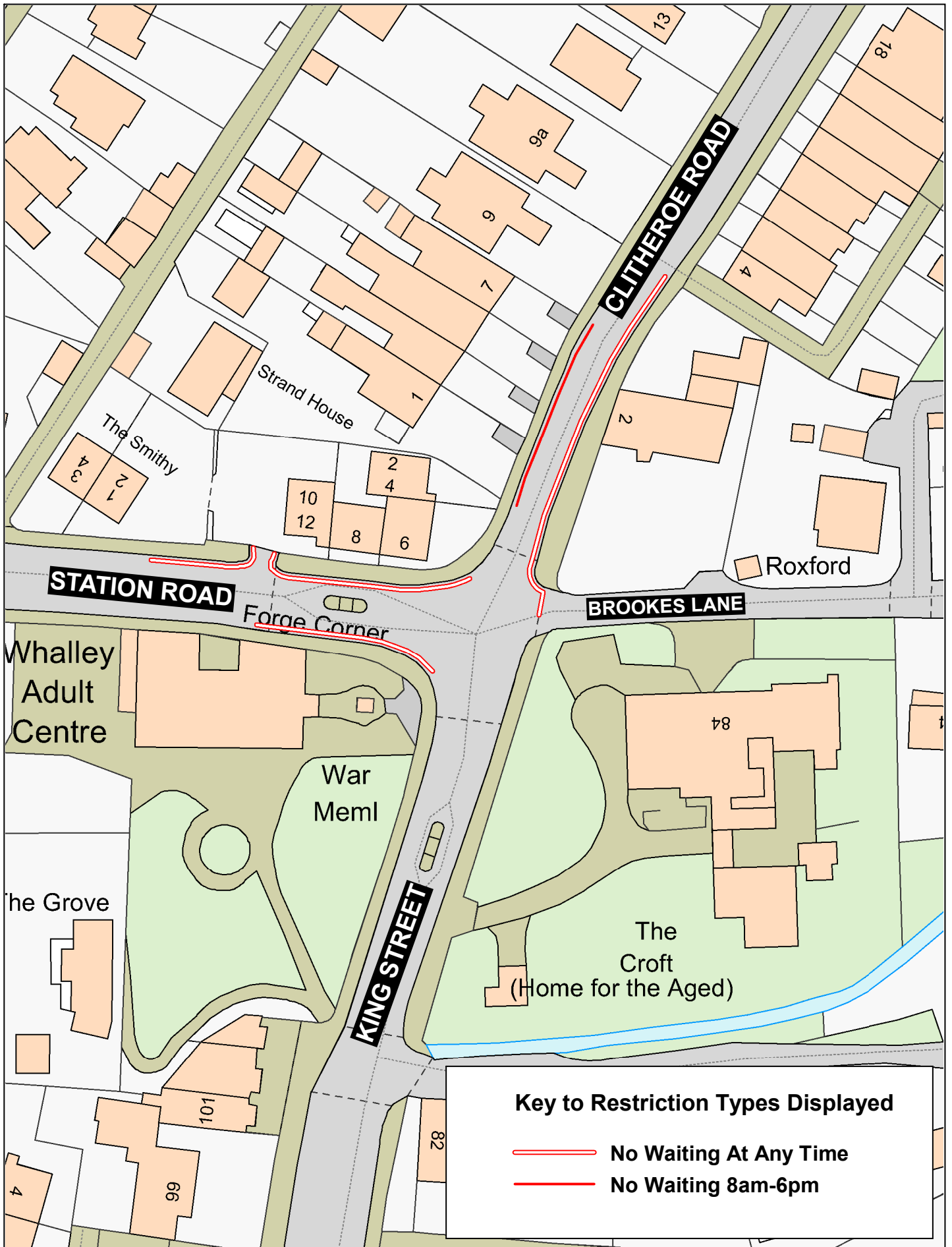
NOTICE OF PROPOSAL
ROAD TRAFFIC REGULATION ACT 1984
LANCASHIRE COUNTY COUNCIL
(CLITHEROE ROAD AND STATION ROAD, WHALLEY, RIBBLE VALLEY
BOROUGH) (REVOCATION, PROHIBITION AND RESTRICTION OF
WAITING) ORDER 202*

NOTICE IS HEREBY GIVEN that Lancashire County Council propose to make the above Traffic Regulation Order under Sections 1, 2 and 4 of and Part IV of Schedule 9 to the **Road Traffic Regulation Act 1984**, as amended, the effect of which will be to:

- 1) Revoke the "Lancashire County Council (Various Roads, Whalley Town Centre, Ribble Valley Borough) (Revocations and Introduction of Prohibition of Waiting, Prohibition of Loading, Disabled Parking, Limited Waiting and Goods Vehicle Loading Places) Order 2018" insofar as it relates to Items e) and bb) of Schedule 1.
- 2) Introduce a prohibition of waiting at any time in the following lengths of road:
 - a) Clitheroe Road, Whalley, the east side, from its centreline junction with King Street for a distance of 61.5 metres in a northerly direction;
 - b) Station Road, Whalley, the north side, from its junction with the centreline of Clitheroe Road for a distance of 51 metres in a westerly direction;
 - c) Station Road, Whalley, the south side, from its junction with the centreline of King Street for a distance of 34 metres in a westerly direction.
- 3) Introduce a restriction of waiting between 8am and 6pm in Clitheroe Road, Whalley, the north west side, from a point 20 metres north east of its junction with the centreline of Station Road for a distance of 28.5 metres in a north easterly direction.

A copy of the draft Order and associated documents for proposing to make the Order may be inspected during normal office hours at the offices of Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe, BB7 2RA and at the offices of The Director of Law and Governance, Lancashire County Council, County Hall, Fishergate, Preston PR1 8XJ, and on Lancashire County Councils Website <http://www.lancashire.gov.uk/roads-parking-and-travel/roads/roadworks-and-traffic-regulation-orders/permanent.aspx>. Any representations or objections (specifying the grounds on which they are made) relating to the proposal must be made in writing and should be sent to The Director of Law and Governance, Lancashire County Council, P O Box 100, County Hall, Preston PR1 0LD or by e-mail to tro-consultation@lancashire.gov.uk quoting ref:LSG4\894.20418\AFR before the 03 April 2025.

Heloise MacAndrew, Director of Law and Governance
06 March 2025



Key to Restriction Types Displayed

-  No Waiting At Any Time
-  No Waiting 8am-6pm



Station Road and Clitheroe Road, Whalley



Crown copyright and database rights 2023
 OS AC0000850590
 Lancashire County Council
 Licence No. AC0000850590

Matt Townsend
 Director of Highways and Transport
 P.O. Box 100, County Hall,
 PRESTON PR1 0LD

SCALE	1 : 750
DATE	14/02/2025
DRAWING No.	C24-25(21)/RV-RT
DRAWN BY	CGL
	Scale with care as distortion may occur

AGENDA ITEM 10.4 (1 PAGE)

LANCASHIRE COUNTY COUNCIL

(CLITHEROE ROAD, MITTON, RIBBLE VALLEY)

TEMPORARY PROHIBITION OF THROUGH TRAFFIC NOTICE 2025

NOTICE IS HEREBY GIVEN that Lancashire County Council consider it necessary or expedient by reason of works being executed on the following length of road that the prohibition should come into force without delay under **Section 14(2)(a)** of the **Road Traffic Regulation Act 1984**, as amended, which will temporarily prohibit traffic on the roads set out in this Notice.

1. No person shall cause any class of traffic to proceed over that length of Clitheroe Road, Mitton at its junction with Mitton Road travelling in an easterly direction to a point outside All Hallows Church.
2. Nothing in this notice shall apply to persons engaged in the carrying out of the works.
3. The prohibition will be operative from 1430 hours on 12th March 2025 until 23:59 hours on 16th March 2025 or until completion of the works within this period.
4. A diversion will be signed locally.

The temporary prohibition is necessary to allow urgent utility works to be carried out.

Authority given for this Notice to be made:



Peter Bell
Highway Regulation Manager
Highways Network Management
Lancashire County Council
03001236780

[Ref: HRiT/58946/KF]

AGENDA ITEM 14

Summary of Flagpole Quotes

All with internal halyard system

Company	Material	Height	Finnial	Base	Cost £
South Coast	Fibreglass	4.6m	Gold	Hinged Base Plate	504
Flags & Flagpoles	Fibreglass	4m			405
Hampshire	Fibreglass	4m	Gold		390
“	Fibreglass		White		409
“	Aluminium	5m (500cm in ground fix)	Gold	Base Cover Plate	334
“	Aluminium	5m (500cm in ground fix)	White		318