



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 21st November 2024 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 Allen, Cllr Ball, Cllr Highton (Chairman), Cllr Mirfin, Cllr Threlfall. Apologies: Cllr Carlton, Cllr Vickers. In Attendance: Liz Haworth, Parish Clerk & 3 members of the public.	2492/24
2.	Declaration of Interests	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2493/24
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 17 th October 2024.	2494/24
4.	To Receive the Minutes of other Committees/Meetings	
	It was resolved to receive the minutes of the Planning Committee Thursday 17 th October 2024.	2495/24
5.	Whalley Parish Council Casual Vacancy	
	A casual vacancy has arisen for the role of a parish councillor. As no election has been requested, as per the Representation of the People Act 1983, the council may fill the position by co-option. WPC intends to fill the vacancy and encourage interested residents to consider applying via advertising on the Parish Noticeboard, website & FB page. Interested applicants should register their interest by writing to the Clerk.	2496/24
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) A member of the public wished to express their appreciation of the well-attended Remembrance Service held at the Church and War Memorial and that of Calderstones Cemetery held by the LSCFT.	2497/24

	It was reported that the railway station is all running smoothly. New plants have been placed on the platform and in the garden. It was noted that the car park lease is due for renewal and is being negotiated by the landowner and Network Rail.	2498/24																																																																																																																																																																																																																	
7.	Monthly Financial Report																																																																																																																																																																																																																		
	7.1 To Authorise Accounts, Payments, Receipts & Balances for November 2024.	2499/24																																																																																																																																																																																																																	
	<p>Whalley Parish Council Approved Minutes Ref No:</p> <p>Cash Book NOVEMBER 2024</p> <table border="1"> <thead> <tr> <th>Chq No.</th> <th>Date</th> <th>Inv no.</th> <th>Payee / Payer</th> <th>Description</th> <th>NW Curr £</th> <th>NW OE2 £</th> <th>Skipton £</th> <th>Total £</th> <th>VAT £</th> <th>Net £</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>01/05/2025</td> <td></td> <td>Easy Web</td> <td>Website/Email Services</td> <td>(86.75)</td> <td></td> <td></td> <td>(86.75)</td> <td>(14.46)</td> <td>(72.29)</td> </tr> <tr> <td>Bankline</td> <td>01/11/2025</td> <td>4311</td> <td>Lancashire PA Hire</td> <td>Memorial PA Hire Services</td> <td>(325.00)</td> <td></td> <td></td> <td>(325.00)</td> <td></td> <td>(325.00)</td> </tr> <tr> <td>Bankline</td> <td>06/11/2024</td> <td>1081</td> <td>Statelty Lighting Ltd</td> <td>Christmas Lighting</td> <td>(4,155.60)</td> <td></td> <td></td> <td>(4,155.60)</td> <td>(692.60)</td> <td>(3,463.00)</td> </tr> <tr> <td>Bankline</td> <td>06/11/2024</td> <td></td> <td>RVBC</td> <td>Pre App Fee</td> <td>(292.50)</td> <td></td> <td></td> <td>(292.50)</td> <td></td> <td>(292.50)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td></td> <td>E Haworth</td> <td>Salary/Office/Travel</td> <td>(1,496.58)</td> <td></td> <td></td> <td>(1,496.58)</td> <td></td> <td>(1,496.58)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td></td> <td>HMRC</td> <td>ITE181.20 NIE72.46 ENIE152.89</td> <td>(591.32)</td> <td></td> <td></td> <td>(591.32)</td> <td></td> <td>(591.32)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>325631</td> <td>Broxap</td> <td>Replacement Bench Ends</td> <td>(1,543.20)</td> <td></td> <td></td> <td>(1,543.20)</td> <td>(257.20)</td> <td>(1,286.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>624</td> <td>Abbey Gardening Services Ltd</td> <td>OGS Grass Contract (September)</td> <td>(84.00)</td> <td></td> <td></td> <td>(84.00)</td> <td>(14.00)</td> <td>(70.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>639</td> <td>Abbey Gardening Services Ltd</td> <td>Parish Churchyard (October)</td> <td>(418.80)</td> <td></td> <td></td> <td>(418.80)</td> <td>(69.80)</td> <td>(349.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>644</td> <td>Abbey Gardening Services Ltd</td> <td>OGS Grass Contract (October)</td> <td>(42.00)</td> <td></td> <td></td> <td>(42.00)</td> <td>(7.00)</td> <td>(35.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>645</td> <td>Abbey Gardening Services Ltd</td> <td>Vale Gardens (October)</td> <td>(327.60)</td> <td></td> <td></td> <td>(327.60)</td> <td>(54.60)</td> <td>(273.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>71124</td> <td>LALC</td> <td>Budgeting Training</td> <td>(35.00)</td> <td></td> <td></td> <td>(35.00)</td> <td></td> <td>(35.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>2.1E+08</td> <td>E-on Next</td> <td>Vale Gardens Electricity</td> <td>(17.84)</td> <td></td> <td></td> <td>(17.84)</td> <td></td> <td>(17.84)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>JM2784</td> <td>WEF</td> <td>Room Hire</td> <td>(28.00)</td> <td></td> <td></td> <td>(28.00)</td> <td></td> <td>(28.00)</td> </tr> <tr> <td>Bankline</td> <td>25/11/2024</td> <td>41</td> <td>Altham Parish Council</td> <td>70 Mitton Rd SpID</td> <td>(164.70)</td> <td></td> <td></td> <td>(164.70)</td> <td></td> <td>(164.70)</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Movement in Month</td> <td></td> <td>(9,608.89)</td> <td>0.00</td> <td>0.00</td> <td>(9,608.89)</td> <td>(1,109.66)</td> <td>(8,499.23)</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Cash Book Balance at START of Month</td> <td></td> <td>40,443.41</td> <td>1,095.00</td> <td>81,705.68</td> <td>123,244.09</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>Cash Book Balance at END of Month</td> <td></td> <td>30,834.52</td> <td>1,095.00</td> <td>81,705.68</td> <td>113,635.20</td> <td></td> <td></td> </tr> </tbody> </table>	Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW OE2 £	Skipton £	Total £	VAT £	Net £	DD	01/05/2025		Easy Web	Website/Email Services	(86.75)			(86.75)	(14.46)	(72.29)	Bankline	01/11/2025	4311	Lancashire PA Hire	Memorial PA Hire Services	(325.00)			(325.00)		(325.00)	Bankline	06/11/2024	1081	Statelty Lighting Ltd	Christmas Lighting	(4,155.60)			(4,155.60)	(692.60)	(3,463.00)	Bankline	06/11/2024		RVBC	Pre App Fee	(292.50)			(292.50)		(292.50)	Bankline	25/11/2024		E Haworth	Salary/Office/Travel	(1,496.58)			(1,496.58)		(1,496.58)	Bankline	25/11/2024		HMRC	ITE181.20 NIE72.46 ENIE152.89	(591.32)			(591.32)		(591.32)	Bankline	25/11/2024	325631	Broxap	Replacement Bench Ends	(1,543.20)			(1,543.20)	(257.20)	(1,286.00)	Bankline	25/11/2024	624	Abbey Gardening Services Ltd	OGS Grass Contract (September)	(84.00)			(84.00)	(14.00)	(70.00)	Bankline	25/11/2024	639	Abbey Gardening Services Ltd	Parish Churchyard (October)	(418.80)			(418.80)	(69.80)	(349.00)	Bankline	25/11/2024	644	Abbey Gardening Services Ltd	OGS Grass Contract (October)	(42.00)			(42.00)	(7.00)	(35.00)	Bankline	25/11/2024	645	Abbey Gardening Services Ltd	Vale Gardens (October)	(327.60)			(327.60)	(54.60)	(273.00)	Bankline	25/11/2024	71124	LALC	Budgeting Training	(35.00)			(35.00)		(35.00)	Bankline	25/11/2024	2.1E+08	E-on Next	Vale Gardens Electricity	(17.84)			(17.84)		(17.84)	Bankline	25/11/2024	JM2784	WEF	Room Hire	(28.00)			(28.00)		(28.00)	Bankline	25/11/2024	41	Altham Parish Council	70 Mitton Rd SpID	(164.70)			(164.70)		(164.70)				Movement in Month		(9,608.89)	0.00	0.00	(9,608.89)	(1,109.66)	(8,499.23)				Cash Book Balance at START of Month		40,443.41	1,095.00	81,705.68	123,244.09						Cash Book Balance at END of Month		30,834.52	1,095.00	81,705.68	113,635.20			
Chq No.	Date	Inv no.	Payee / Payer	Description	NW Curr £	NW OE2 £	Skipton £	Total £	VAT £	Net £																																																																																																																																																																																																									
DD	01/05/2025		Easy Web	Website/Email Services	(86.75)			(86.75)	(14.46)	(72.29)																																																																																																																																																																																																									
Bankline	01/11/2025	4311	Lancashire PA Hire	Memorial PA Hire Services	(325.00)			(325.00)		(325.00)																																																																																																																																																																																																									
Bankline	06/11/2024	1081	Statelty Lighting Ltd	Christmas Lighting	(4,155.60)			(4,155.60)	(692.60)	(3,463.00)																																																																																																																																																																																																									
Bankline	06/11/2024		RVBC	Pre App Fee	(292.50)			(292.50)		(292.50)																																																																																																																																																																																																									
Bankline	25/11/2024		E Haworth	Salary/Office/Travel	(1,496.58)			(1,496.58)		(1,496.58)																																																																																																																																																																																																									
Bankline	25/11/2024		HMRC	ITE181.20 NIE72.46 ENIE152.89	(591.32)			(591.32)		(591.32)																																																																																																																																																																																																									
Bankline	25/11/2024	325631	Broxap	Replacement Bench Ends	(1,543.20)			(1,543.20)	(257.20)	(1,286.00)																																																																																																																																																																																																									
Bankline	25/11/2024	624	Abbey Gardening Services Ltd	OGS Grass Contract (September)	(84.00)			(84.00)	(14.00)	(70.00)																																																																																																																																																																																																									
Bankline	25/11/2024	639	Abbey Gardening Services Ltd	Parish Churchyard (October)	(418.80)			(418.80)	(69.80)	(349.00)																																																																																																																																																																																																									
Bankline	25/11/2024	644	Abbey Gardening Services Ltd	OGS Grass Contract (October)	(42.00)			(42.00)	(7.00)	(35.00)																																																																																																																																																																																																									
Bankline	25/11/2024	645	Abbey Gardening Services Ltd	Vale Gardens (October)	(327.60)			(327.60)	(54.60)	(273.00)																																																																																																																																																																																																									
Bankline	25/11/2024	71124	LALC	Budgeting Training	(35.00)			(35.00)		(35.00)																																																																																																																																																																																																									
Bankline	25/11/2024	2.1E+08	E-on Next	Vale Gardens Electricity	(17.84)			(17.84)		(17.84)																																																																																																																																																																																																									
Bankline	25/11/2024	JM2784	WEF	Room Hire	(28.00)			(28.00)		(28.00)																																																																																																																																																																																																									
Bankline	25/11/2024	41	Altham Parish Council	70 Mitton Rd SpID	(164.70)			(164.70)		(164.70)																																																																																																																																																																																																									
			Movement in Month		(9,608.89)	0.00	0.00	(9,608.89)	(1,109.66)	(8,499.23)																																																																																																																																																																																																									
			Cash Book Balance at START of Month		40,443.41	1,095.00	81,705.68	123,244.09																																																																																																																																																																																																											
			Cash Book Balance at END of Month		30,834.52	1,095.00	81,705.68	113,635.20																																																																																																																																																																																																											
	7.2 It was resolved to agree for contractual and approved payments to be made in December and ratified at the next Parish Council meeting in January 2025.	2500/24																																																																																																																																																																																																																	
8.	CPRE Membership																																																																																																																																																																																																																		
	It was resolved to renew the membership with CPRE (Campaign to Protect Rural England) at a cost of £60 per annum.	2501/24																																																																																																																																																																																																																	
9.	Precept Budget Meeting																																																																																																																																																																																																																		
	Cllr Threlfall recommended the SpID rotation costs be included in the Precept Budget Meeting to be held 28 th November 2024 at a cost of £1,575 in the financial year 2025/2026.	2502/24																																																																																																																																																																																																																	
10.	WPC Grant Policy																																																																																																																																																																																																																		
	It was resolved to consider, review and adopt the revised WPC Grant Policy.	2503/24																																																																																																																																																																																																																	
11.	Grant Application																																																																																																																																																																																																																		
	It was resolved to approve the grant application received from Eleveses to replace 4 x tables at a cost of £376.66.	2504/24																																																																																																																																																																																																																	
12.	Speeding Awareness/Joint Working Group/Traffic Matters																																																																																																																																																																																																																		
	12.1 WPC received SpID Report LC27 70 Mitton Road (inbound) October 2024. The summary shows the highlights of the report provided by Cllr Threlfall.	2505/24																																																																																																																																																																																																																	

2024 Speed Survey		Comments:
Location:	LC27 Mitton Road (inbound)	
From	To	7,244 vehicles were identified as exceeding the 30mph speed limit being 13% of vehicles recorded.
27 October 2024	11 November 2024	
No. of Vehicles	56,217	The highest speed in the survey was 55mph. Two vehicles were recorded as travelling at 55mph.
Ave Daily Vehicles	3,748	
Max Speed	55	Where vehicles exceeded the speed limit the average speed was 33 mph which was consistent across the days of the week.
85th Percentile Speed	29.8	
50th Percentile Speed	26	
Average Speed	25.57	
Vehicles over speed limit	7,244	

The next SpID deployment will be 2nd December 2024 LC83 by 10 King Street (outbound)

12.2 The Council discussed the disappointing reply received from LCC Highways re Wiswell Lane illuminated sign, the request for a Highways review meeting, request for a footpath on Wiswell Lane, the A671 Branch Road, safety concerns about the exit road from the A671, safety concerns about the Sydney Avenue & Accrington Road junction, changing the extents of the 30mph speed limit on Accrington Road, marking the parking areas on Accrington Road and Parking restrictions on the approaches to the roundabout at Station Road, Clitheroe Road, and King Street.

LCC does not currently support or have plans to address most points of our requests. However, they have indicated the potential to consider placing a sign on Wiswell Lane when resources permit, though it would not be illuminated or include a speed limit sign. Additionally, discussions are planned regarding possible extensions to the waiting restrictions on Clitheroe Road and Station Road. LCC intends to consult with the police and district officers on this matter at the next Ribble Valley Traffic Liaison Meeting.

WPC intends to follow up on the importance of all of the points initially raised.

13. Planning Permission Whalley Sports Park

The pre-application fee has been made to the Planning Authority. Awaiting update from RVBC Planning.

14. Remembrance Sunday 10th November 2024

It was reported that the Remembrance Sunday event with the Churches and service at the War Memorial were well attended. It was noted that the road closure and PA system were instrumental in facilitating the proceedings and should be costed in again for next year's event. Additionally, the Calderstones Remembrance Service, organised by the LSCFT, was found to be a fitting and poignant event.

15. Consultation on introducing remote attendance and proxy voting

Government is consulting on introducing powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances. The consultation seeks responses from Council at all tiers of government. The consultation will last for 8 weeks from 24 October 2024.

2506/24

2507/24

2508/24

2509/24

	https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting/	
	WPC supports Ribble Valley Borough Council approach on the attendance of meetings remotely but not for voting by proxy. Councillors are encouraged to respond individually to the consultation.	2510/24
16.	Partnership Meetings	
	Reports were received 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.	
	16.1 Ribble Valley Playing Fields Strategy (GM) Cllr Mirfin wanted to highlight the RVBC report to Community Services and the consultants report of the Playing Pitch Strategy to WPC.	2511/24
	16.2 Whalley Cumulative Impact Assessment (GM & JT) Licensing Committee Meeting 29/10/2024 Cllrs Mirfin & Threlfall attended the meeting with Cllr Mirfin speaking to the committee in support of the the CIA renewal.	2512/24
	16.3 RVBC Pavement Licensing Policy (GM) Cllr Mirfin wanted to highlight the RVBC report to Licensing Committee to WPC.	2513/24
	LCC Cllr Mirfin met with the Environmental Agency which he reported proved a disappointing outcome. Senior officers prohibited by regulatory systems as far as money that is available. Cllr Mirfin now has 1191 signatories to his petition and plans to write to the Secretary of State and Flooding Minister with the issues concerning Whalley.	2514/24
	Road resurfacing is due on Mitton Road in January 2025.	2515/24
	Cllrs Highton & Threlfall attended the Liaison Committee which included topics of remote attendance and proxy voting, Lancashire Devolution, and available grants for Christmas Lunch Clubs.	2516/24
	Cllr Allen attended the WEF meeting. It was reported that most of the building works have now been completed. They have seen an increase in growth income since the improvements.	2517/24
17.	Reports by Cllrs & Clerk as INFORMATION only – Not for debate	
	Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item. <ul style="list-style-type: none"> • Rural Bulletins • Whalley Queen St RAG Reports • Trading Standards/Consumer Alerts • RVBC Updates • Neighbourhood/Stay In The Know/Crome Figures October updates • Lancashire Parish and Town Council Conference Saturday 2 November • Waste Bins - King Street Whalley - verbal update • Ribble Valley Energy Saving Week • Whalley News items -GM 	2518/24

	<ul style="list-style-type: none"> • LCC Parish & Town Council Conference and Lancashire Association of Local Council's AGM, Parish and Town Council Conference slides – RV • NALC Executive Bulletin • Lancashire Safeguarding Adults Week • Home Safety for Dementia • Be a Councillor – toolkit • Hellicliffes submission update • CPRE • Springwood Drive resident email • Christmas Lunch Club Funds Grant 2024 - applications until Friday December 13th December 2024 	
	<p>Clr Mirfin has requested action by RVBC for cleaning up after the nighttime economy, drink bottles, litter and vomit.</p>	2519/24
	<p>Clr Ball reported that the Adam Cottam Almshouses trust held it AGM on 20th November. Clr Ball was re-elected as Chairman. Two Trustees have retired and it is necessary to appoint two new Trustees, one from WPC and one other. The Trust accounts are being examined before submission to the Charity Commission.</p>	2520/24
	<p>Clr Ball reporting on the Churchyard Committee noted that the laburnum tree stump has now been removed after its fall in early November. The Churchyard Committee will meet in the New Year to consider placing a sapling in its place.</p>	2521/24
	<p>Clr Ball commented on the state of the hedges on Station Road, that whilst they had been trimmed it was incomplete and the pavement still requires clearing.</p>	2522/24
	<p>Clr Threlfall attended the Village Hall Committee meeting. They are responding to a recent fire assessment and dealing with a leak in the ceiling.</p>	2523/24
	<p>Clr Highton reported that the Christmas Decorations should be illuminated this week, with the tree lights illuminated on 28/11/2024. WPC has taken delivery of 3 benches as agreed. The bins on King Street are still reported as being left out on the highway between collection days. Clerk to follow up.</p>	2524/24 2525/24 2526/24
18.	Next Meeting Date	
	<p>It was resolved to approve the next meeting date of Thursday 16th January 2025 at 7.30pm to be held at Whalley Old Grammar School.</p>	2527/24

Meeting Closed at 9.30pm

Signed by Chairman:

Date:

Councillor Martin Highton