



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 18<sup>th</sup> September 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.

<b>1.</b>	<b>Attendance &amp; Apologies</b>	
	Present: Cllr Allen, Cllr Ball, Cllr Highton (Chairman), Cllr Mirfin, Cllr Smith, Cllr Threlfall, Cllr Vickers. Apologies: Cllr Carlton, Borough Cllrs Hindle, Wilkins-Odudu, Atherton. Present: Liz Haworth (Clerk), 3 members of the public.	2616/24
<b>2.</b>	<b>Declaration of Interests</b>	
	There were no declarations of disclosable pecuniary, other registrable and non registrable interests in items for discussion on the agenda.	2617/24
<b>3.</b>	<b>To Approve the Minutes of the Previous Parish Council Meeting</b>	
	It was resolved to approve and confirm the accuracy of the Minutes of the meeting held Thursday 15 <sup>th</sup> August 2024.	2618/24
<b>4.</b>	<b>To Receive the Minutes of other Committees/Meetings</b>	
	It was resolved to receive the minutes of the Planning Committee Thursday 15 <sup>th</sup> August 2024.	2619/24
<b>5.</b>	<b>To Adjourn the Meeting for Public Discussion</b>	
	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)	
	Train Station - The trains are running normally. Some driver training has taken place. Dales Rail is popular. The plantings have been taken care of by Whalley In Bloom.	2620/24
	The sign on the railway bridge has yet to be replaced. WPC advised that LCC have updated that a new illuminated sign is to be made, and they need approval from network rail, and this should all be in hand for installation shortly.	2621/24
	A discussion took place around the over grown hedges throughout the village, especially on Station Road and Accrington Road. WPC will write to LCC in respect of this.	2622/24

6.	<p><b>Monthly Financial Report</b></p>																																																																																																																																																																																															
	<p>It was resolved to Authorise Accounts, Payments, Receipts &amp; Balances for September 2024.</p> <p>Whalley Parish Council Approved Minutes Ref No:</p> <p>Cash Book SEPTEMBER 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 £</th> <th>Curr £</th> <th>NW QE2 £</th> <th>Skipton £</th> <th>Total £</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>02/09/2025</td> <td></td> <td>Easy Web</td> <td>Website/Email Services</td> <td>(90.71)</td> <td></td> <td></td> <td></td> <td>(90.71)</td> </tr> <tr> <td>BGC</td> <td>02/09/2025</td> <td></td> <td>HMRC</td> <td>VAT Return</td> <td>2,056.61</td> <td></td> <td></td> <td></td> <td>2,056.61</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td></td> <td>E Haworth</td> <td>Salary/Expenses/Mileage</td> <td>(1,187.56)</td> <td></td> <td></td> <td></td> <td>(1,187.56)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td></td> <td>HMRC</td> <td>ITE286 NI£30.56 ENIE92.74</td> <td>(409.30)</td> <td></td> <td></td> <td></td> <td>(409.30)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>35</td> <td>Altham Parish Council</td> <td>47 Station Rd SpID</td> <td>(164.00)</td> <td></td> <td></td> <td></td> <td>(164.00)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>1.9E+08</td> <td>EON</td> <td>Vale Gardens Electricity</td> <td>(17.48)</td> <td></td> <td></td> <td></td> <td>(17.48)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td></td> <td>LALC</td> <td>Conference Broughton</td> <td>(70.00)</td> <td></td> <td></td> <td></td> <td>(70.00)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>JM2716</td> <td>WEF</td> <td>Room Hire</td> <td>(28.00)</td> <td></td> <td></td> <td></td> <td>(28.00)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>595</td> <td>Abbey Gardening Services Ltd</td> <td>Parish Churchyard (August)</td> <td>(418.80)</td> <td></td> <td></td> <td></td> <td>(418.80)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>580</td> <td>Abbey Gardening Services Ltd</td> <td>Vale Gardens (August)</td> <td>(327.60)</td> <td></td> <td></td> <td></td> <td>(327.60)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>598</td> <td>Abbey Gardening Services Ltd</td> <td>OGS Grass Contract (August)</td> <td>(42.00)</td> <td></td> <td></td> <td></td> <td>(42.00)</td> </tr> <tr> <td>Bankline</td> <td>23/09/2024</td> <td>5B202413</td> <td>PKF</td> <td>AGAR Review</td> <td>(504.00)</td> <td></td> <td></td> <td></td> <td>(504.00)</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="2"><b>Movement in Month</b></td> <td><b>(1,202.84)</b></td> <td><b>0.00</b></td> <td><b>0.00</b></td> <td></td> <td><b>(1,202.84)</b></td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="2">Cash Book Balance at START of Month</td> <td>65,398.97</td> <td>1,095.00</td> <td>56,705.68</td> <td></td> <td>123,199.65</td> </tr> <tr> <td></td> <td></td> <td></td> <td colspan="2"><b>Cash Book Balance at END of Month</b></td> <td><b>64,196.13</b></td> <td><b>1,095.00</b></td> <td><b>56,705.68</b></td> <td></td> <td><b>121,996.81</b></td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Bank Reconciliation</th> <th>NW £</th> <th>Curr £</th> <th>NW QE2 £</th> <th>Skipton £</th> <th>Overall £</th> </tr> </thead> <tbody> <tr> <td>Bank Statement Balance at START of month</td> <td>65,398.97</td> <td>1,095.00</td> <td>56,705.68</td> <td></td> <td>123,199.65</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>0.00</td> </tr> <tr> <td>Cash Book Balance at START of month</td> <td>65,398.97</td> <td>1,095.00</td> <td>56,705.68</td> <td></td> <td>123,199.65</td> </tr> </tbody> </table>	Chq No.	Date	Inv no.	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7.	<p><b>Annual Governance &amp; Accountability Return (AGAR) External Auditor Report &amp; Completion Notice</b></p>																																																																																																																																																																																															
	<p>It was resolved to receive the completion of External Audit Section 3.</p>	2624/24																																																																																																																																																																																														
8.	<p><b>Partnership Meetings</b></p>																																																																																																																																																																																															
	<p>To receive reports from Borough/County Councillors and partnership meetings Councillors have attended <b>which impact on the Parish</b> e.g., LCC, RVBC, Parish Liaison, Police Partnership meeting updates.</p>																																																																																																																																																																																															
	<p>LCC – Cllr Mirfin has started a petition to ask the Environmental Agency to restart funding on Whalley flood defence measures. A discussion took place about funding and responsibilities and the petition is available through the WPC Facebook page or the PC website via change.org</p>	2625/24																																																																																																																																																																																														
	<p>Cllr Threlfall reported that the Village Hall has had a chair lift installed, had a fire risk assessment, had a blood control kit fitted, and is awaiting quotes to have the outside rendering replaced.</p>	2626/24																																																																																																																																																																																														
	<p>Cllr Highton &amp; Threlfall attended the Parish Liaison meeting which included topics on Homewise a company for help with small repairs work, LALC and Ribble Valley LALC Committee, Sport England offering grants of £250k and the Lancashire Devolution deal has passed a significant milestone, with legislation due to be put before Parliament in the coming weeks.</p>	2627/24																																																																																																																																																																																														

<b>9.</b>	<b>Speeding Awareness Initiative/Joint Working Group</b>																							
	<p>9.1 Data was shared and discussed from the last SpID report sited on 47 Station Road installed 9<sup>th</sup> – 27<sup>th</sup> August. Details will be updated and posted on the website under other documents.</p> <table border="1" data-bbox="300 383 884 703"> <thead> <tr> <th colspan="2">2024 Speed Survey</th> </tr> <tr> <th>Location:</th> <td>LC9 47 Station Road, Whalley</td> </tr> <tr> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>9 August 2024</td> <td>25 August 2024</td> </tr> <tr> <td>No. of Vehicles</td> <td>61,555</td> </tr> <tr> <td>Ave Daily Vehicles</td> <td>3,365</td> </tr> <tr> <td>Max Speed</td> <td>50 mph</td> </tr> <tr> <td>85th Percentile Speed</td> <td>29.6 mph</td> </tr> <tr> <td>50th Percentile Speed</td> <td>26.1 mph</td> </tr> <tr> <td>Average Speed</td> <td>25.66</td> </tr> <tr> <td>Vehicles over speed limit</td> <td>6,926</td> </tr> </tbody> </table> <p>Summary Saturdays saw the highest number of speeding vehicles - 1,436 at over 30mph. The highest speed in the period was 50mph. 3 vehicles were recorded at this speed.</p> <p>Where vehicles exceeded the speed limit, the average speeds were as follows: Mondays 32.9 mph, Tuesdays 32.8 mph, Wednesdays 32.9 mph, Thursdays 32.9 mph, Fridays 32.8 mph, Saturdays 32.9 mph, Sundays 33 mph. The 85th percentile speed almost matches the speed limit.</p> <p>Next SpID deployment will be 16th September at LC99 by the Post Office, King Street.</p>	2024 Speed Survey		Location:	LC9 47 Station Road, Whalley	From	To	9 August 2024	25 August 2024	No. of Vehicles	61,555	Ave Daily Vehicles	3,365	Max Speed	50 mph	85th Percentile Speed	29.6 mph	50th Percentile Speed	26.1 mph	Average Speed	25.66	Vehicles over speed limit	6,926	2628/24
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	9.2 WPC discussed the report provided by Cllr Threlfall on Traffic & Road Safety Working Group in consideration of gateway markings and resolved to not pursue the markings at this time and to focus efforts on some solution around the traffic on Wiswell Lane.	2629/24																						
	9.3 WPC discussed the response from LCC regarding the welcome sign and illumination on Wiswell Lane. The Council will write to LCC to reiterate that the PC will contribute to the costs and to ask for a timescale on when it can expect assistance with the sign on Wiswell Lane.	2630/24																						
	9.4 WPC discussed the correspondence received by a resident re traffic concerns on King Street. This struck up a discussion on other areas of concern in the village. Whilst Cllr Threlfall's report s the issue of the highway authority not supporting further 20mph schemes, WPC will contact LCC and request a highway review and continue to pursue and support speed reduction measures.	2631/24																						
<b>10.</b>	<b>Planning Permission Whalley Sports Park</b>																							
	Cllr Smith provided an update on the preparation of the planning application for the Sports Park. He will provide further costing information and chase up the Planning Authority to invoice the application to proceed with the planning application.	2632/24																						
<b>11.</b>	<b>Parish Online</b>																							
	WPC considered the report provided by Cllr Vickers on whether Parish Online mapping service would be beneficial to the council as a source of record and	2633/24																						

	providing information to the public. It was resolved that Cllr Vickers should further investigate the product costing circa £200p.a.	
<b>12.</b>	<b>Cumulative Impact Assessment Consultation</b>	
	There were no further updates on the CIA Review Consultation process at this time. The <b>consultation runs until Friday, 27 September</b> , and is <b>open to residents in the Whalley and Painter Wood ward</b> . All Cllrs have committed to the process and the Council support the renewal of the CIA.	2634/24
<b>13.</b>	<b>Remembrance Sunday 10<sup>th</sup> November 2024</b>	
	It was resolved to;	
	13.1 Approve the closure of the road and clerk to make required arrangements with the Borough Council and traffic management company for the forthcoming Remembrance Sunday Parade 10th November 2024.	2635/24
	13.2 Order two poppy wreaths for laying at the War Memorial & at Calderstones Cemetery.	2636/24
	13.3 Order 40 Lamppost Tommy's and additional red tie fixings.	2637/24
<b>14.</b>	<b>Christmas Lighting</b>	
	It was agreed to add a further three Christmas decorations to the Christmas Lighting arrangements for 2024. Clerk to apply for the lighting column permissions.	2638/24
<b>15.</b>	<b>Reports by Cllrs &amp; Clerk as INFORMATION only – Not for debate</b>	
	Items arisen, correspondence received since the last meeting for information only, that may result in future agenda item. <ul style="list-style-type: none"> <li>• Rural Bulletins</li> <li>• RAG Updates</li> <li>• Trading Standards/Consumer Alerts</li> <li>• RVBC Updates</li> <li>• Neighbourhood/Stay In The Know updates/Crime Figures August</li> <li>• Parish and Town Council Survey 2024</li> <li>• Commissioner's Community Fund open for applications</li> <li>• Lancashire Parish and Town Council Conference will take place on <b>Saturday 2 November 2024</b></li> <li>• Consideration of Precept Budget Meeting preparation (verbal)</li> </ul>	
	Cllrs were asked to give consideration to funding required for next year's budget ahead of the precept budget meeting to be held in November.	2639/24
	Cllr Allen reported that Whalley Day was well attended.	2640/24
	Cllr Mirfin reported that youths have been setting off fireworks. Liquid Nitrogen cannisters and broken bottles and glasses are being found around the village.	2641/24
	Cllr Ball reported that a tree bough had come down in the churchyard. An inspection by Treeworks consultant has been requested.	2642/24

	WIB will attach their awards to their planters this year.	2643/24
	Cllr Vickers and the Clerk attended the LALC conference in Preston.	2644/24
<b>16.</b>	<b>Next Meeting Date</b>	
	It was resolved to approve the next meeting date of Thursday 17 <sup>th</sup> October 2024 at 7.30pm to be held at Whalley Old Grammar School.	2645/24

*Draft Minutes Subject to Confirmation*

Signed by Chairman:

Date:

Councillor Martin Highton