



Members of Wiswell Parish Council are summoned to attend the **Ordinary Parish Council Meeting** on 9 May 2023, at Pendleton Village Hall.

Commencing after the AGM

Members of the public are welcome to attend.

Draft Agenda

1. Apologies for absence.

2. Approve the minutes of the meeting held on 7 March 2023.

3. Declarations of disclosable pecuniary and other registrable and non-registrable interests.

Members are reminded of their responsibility to declare any disclosable pecuniary, and other registrable and non-registrable interest in respect of matters contained in the agenda.

4. Public participation (if any).

ITEMS for DECISION

5. Finance Report.

Report of the Clerk (enclosed) to approve the:

- Accounts to date.
- Payments as set out in the report.

6. LANPAC Membership.

Report of the Clerk (enclosed) to consider membership.

7. Bulb Planting.

Item for discussion and if approved, to agree a limit of expenditure.

ITEMS for INFORMATION

8. Annual Internal Audit.

Report of the Clerk (enclosed) updating members on the 2022/23 Internal Audit Report.

9. Parishioner Responses to the Parish Precept.

Item for discussion.

10. Planning Report.

Report of the Clerk (enclosed) to consider planning matters since the previous meeting.

11. Update on Actions from Previous Meetings.

Report of the Clerk (enclosed) updating members on actions from previous meetings.

12. Councillor Updates.

Reports from Councillors (enclosed).

By virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, the press and public are excluded from the next agenda item.

13. Employment Matters.

Cllr. Scholfield to update members on the recent Case Management Hearing.

Mike Hill.

Clerk and Responsible Financial Officer to Wiswell Barrow Parish Council.

Email: clerk@wiswellpc.org.uk

Phone: 07375 801 052

web: www.wiswellpc.org.uk



Parish Council Ordinary Meeting - Draft Minutes

Date:	7 March 2023		
Place:	Pendleton Village Hall - Pendleton		
Present:	Councillors: S. Houghton (Chair) A. Scholfield, and J. Pursglove		
In attendance:	Clerk to the Council: Mike Hill, Borough Cllr. D. Birtwhistle, Parishioners Sarah Clemson and Maureen Robinson and two prospective Borough Councillors.		
Meeting started:	19:30	Meeting closed:	21:15

Minute Reference 230307/

1. APOLOGIES FOR ABSENCE.

Parishioner Oi Mei Wrightson apologised for her absence.

2. APPROVE THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 3 JANUARY 2023.

The above minutes were approved as a correct record of the meeting and signed by the Chair.

3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.

There were no declarations of interest.

4. PUBLIC PARTICIPATION.

Maureen Robinson passed on comments received from other parishioners regarding the Council organising social events attractive to senior parishioners and noted that RVBC road sweeping misses Back Lane.

Actions agreed from the above:

- Cllr Houghton to consider which events could be attractive to senior parishioners.
- Cllr. Scholfield to write to RVBC regarding road sweeping in the village.

Post meeting note: Councillor Birtwhistle will action this item.

5. FINANCE REPORT.

The Clerk submitted a report seeking approval for the accounts to date and approval for payments as shown in the table below.

RESOLVED THAT COUNCIL:

- Approve the accounts to date.
- Approve the following payments:

#	Payee	Description	Gross £	VAT £	Net £	Due 2023	Min. Ref.
1	Clerk	ICO Data Protection Annual Fee	40.00	0.00	40.00	Paid	Sundry Cost
2	Cllr. Scholfield	Cable ties for Christmas tree	7.29	1.22	6.07	Paid	Sundry Cost
3	S. Walmsley	Rowan Tree for Coronation Gdns.	54.00	0.00	54.00	Paid	220906/6
4	Cllr. Houghton	Fastenings for Rowan tree	33.97	0.00	33.97	Paid	220906/6
Totals £:			135.26	1.22	134.04		

6. CO-OPTION OF PARISH COUNCILLOR(S).

The Clerk submitted a report seeking members approval to the filling of two casual vacancies for Parish Councillor by co-option.

Members were reminded that due to the resignation of Robert Thompson in late October 2022 and as there was already one vacancy and as there had not been a request from parishioners to seek an election, the Council is able to fill the two vacancies by co-option.

The report noted that two parishioners had expressed interest in becoming a Councillor: Oi Mei Wrightson and Sarah Clemson. The report also noted that both Oi Mei and Sarah had been active in the Working Groups set up by the Council and in other village activities.

RESOLVED THAT COUNCIL:

1. Unanimously approved Sarah Clemson and Oi Mei Wrightson co-options to the Parish Council.

Note:

- *Councillor Pursglove proposed the nomination of Sarah Clemson and Councillor Scholfield seconded the nomination.*
- *Councillor Scholfield proposed the nomination of Oi Mei Wrightson and Councillor Pursglove seconded the nomination.*

2. Authorise the Clerk to inform RVBC of the co-options and complete the necessary paperwork.

7. THE COUNCIL'S EQUAL OPPORTUNITIES POLICY.

The Clerk submitted a report asking members to consider and approve a revised and updated Equal Opportunities Policy which was set out in the Appendix 1 to the report.

The report noted that Wiswell Parish Council's intention is to be an effective Equal Opportunities organisation in that it will do everything in its power to ensure that everyone has equal access, and is treated with respect, in relation to employment opportunities, to its services and to all its activities.

RESOLVED THAT COUNCIL:

Approved the Council's updated Equal Opportunities Policy as set out in Appendix 1 to the report.

8. THE COUNCIL'S FINANCE REGULATIONS.

The Clerk submitted a report asking members to consider and approve an updated Finance Regulations which was set out in the Appendix 1 to the report.

The report noted that the Council is responsible in law for ensuring its financial management is adequate and effective and that it had a sound system of internal control which facilitated the effective exercise of its functions, including arrangements for the management of risk.

RESOLVED THAT COUNCIL:

Approved the Council's updated Finance Regulations as set out in Appendix 1 to the report, subject to the Clerk checking the wording in Section 4.1 to the Regulations.

9. THE COUNCIL'S MODEL PUBLICATION SCHEME.

The Clerk submitted a report asking members to consider and approve an updated Model Publication Scheme which was set out in Appendix 1 to the report.

Members were reminded that the Freedom of Information Act requires that every public authority has a publication scheme approved by the Information Commissioner's Office, and that it publishes the information covered by the scheme.

RESOLVED THAT COUNCIL:

Approved the Council's updated Model Publication Scheme as set out in Appendix 1 to the Report.

10. BEST KEPT VILLAGE COMPETITION.

The Clerk submitted a report asking members to consider entering the 2023 Best Kept Village Competition.

Members were reminded that Wiswell last entered the competition in 2021 when they were highly commended in the Public House Category, the War Memorial Category and the Public Gardens Category and were runners up in the Best Hamlet Category.

RESOLVED THAT COUNCIL:

Decided not to enter the 2023 Best Kept Village Competition.

11. REVISED AND UPDATED ACTION PLAN.

The Clerk submitted a report asking members to consider and approve a revised Plan of Action based on the Draft Plan submitted at the 3 January 2023 meeting and updated in line with Members comments.

Members were reminded that at the January 2023 meeting the Clerk submitted a Draft Action Plan and that Members agreed to provide comments on the Plan and requested the Clerk to report back to the March meeting with an updated Plan. This updated Plan was set out in Table 1 of the report.

The Report noted that the Action Plan should be viewed as a starting point for areas of activity over the short and medium term and that the aim of the Plan was to agree a small number of five or six achievable and measurable objectives, which along with routine duties would be allocated to the Clerk and individual councillors.

RESOLVED THAT COUNCIL:

1. Request members to have a final review of the plan and send any suggested amendments to the Clerk.
2. Request Councillor Houghton to update the '*Who Column*' in Table 1 and submit the updated plan to the Clerk for circulation to Members.

12. GRIT BIN.

The Clerk submitted a report asking members to consider the purchase of a grit bin to be located at the bottom of Moor Lane.

Members will recall that at their meeting on January 3 they authorised the Clerk to investigate the options for purchasing a new bin and report back to members. The report noted that LCC will replenish the grit in any bin the Council procure.

RESOLVED THAT COUNCIL:

1. Approved the purchase of a grit bin up to the value of £300.
2. Request Councillor Scholfield to provide the Clerk with the size of the bin required.

13. PLANNING REPORT.

The Clerk submitted a report informing members of the relevant planning applications and decisions since the last meeting. It was noted that no actions were required on any of the latest planning applications or decisions.

RESOLVED THAT COUNCIL:

Note the report.

14. NEWSLETTER

The Clerk submitted a draft Newsletter for consideration.

RESOLVED THAT COUNCIL:

Request the Clerk to:

1. Update the Newsletter with information regarding the quiz and the new councillors.
2. Order 150 copies from RVBC.

15. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

The Clerk submitted a report updating members on actions from previous meetings.

It was noted that:

Sabden Parish Council are holding a meeting to discuss the Parish Lengthsman Scheme on 22 March.

16. MEMBER UPDATES.

Both Councillors Houghton and Scholfield provided written update reports.

RESOLVED THAT COUNCIL:

Request the Clerk to arrange for the website to be updated with a 'Local History' tab.

17. BURIAL COMMITTEE.

Councillor Scholfield updated members on the recent Case Management Hearing.

18. DATE OF THE NEXT MEETING.

The next Ordinary Council meeting is scheduled for Tuesday 9 May 2023.

Signed.

Date.

Agenda Item 5

For Decision



Meeting Date: 09/05/2023

Title: **Finance Report to 30/04/2023**

Submitted by: Clerk and Responsible Financial Officer

Purpose of the report:

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

Recommendations:

1. Approve the Report.
2. Approve the Schedule of Payments.

Schedule of payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Minute Ref.
1	01/2023	Clerk	Expenses from 01/01/23 to 31/03/23	154.80	0.00	154.80	10/05/23	Staff Costs
2		S McGann and Son	Painting and repairing village phone box	250.00	0.00	250.00	Paid	Sundry Expenses
3	1094	AER Accountants Ltd	Internal Auditor	200.00	0.00	200.00	24/05/23	General Admin.
4	2324125	LALC	Annual membership charge	50.74	0.00	50.74	31/05/23	Sundry Expenses
5		Cllr. Wrightson	Plants for memorial	31.92	0.00	31.92	10/05/23	Amenity Exp.
Totals:				687.46	0.00	687.46		

Receipts for the period 1st April 2022 to 31st March 2023.

Bank			Income Streams					
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants	Other Grants	Sundry	Totals
11/04/2022	accy052286	Precept 2023/24	7,965.00					7,965.00
17/04/2022	accy052367	HMRC Coronation Grant			500.00			500.00
Total:			7,965.00	0.00	500.00	0.00	0.00	8,465.00

Payments for the period 1st April 2023 to 31st March 2024

DD = Direct Debit

Dates	Details	Staff Costs (Clerk)			Administration Expenses			Amenity Expenses		Sundry Expenses	VAT	Total
		Salary	HMRC	Home Use & Expenses	General Admin.	Website/ emails	General Costs	Grounds Maint.	Amenity Maint.			
03/04/23	Easy Websites					50.99					10.20	61.19
11/04/23	HMRC Cumbernauld		225.00									225.00
24/04/23	PM+M Solutions - Payroll Services. (3 months) DD				27.75						5.55	33.30
												-
	TOTALS	0.00	225.00	0.00	27.75	50.99	0.00	0.00	0.00	0.00	15.75	319.49

319.49

Summary of Receipts and Payments

	£	
Balance brought forward at 1st April 2023:	6,007	
Add total receipts to date:	8,465	
Less total payments to date:	319	
Balance:	14,152.67	<i>If these two figures are different an explanation is required.</i>
	£	
Unity Trust Bank Account Balance at 30 April 2023:	£14,152.67	

Comparisons as at 30/04/23

	FINAL ACCOUNTS 2022/23	AGREED BUDGET 2023/24	ACCOUNTS TO DATE 2023/24
INCOME	£	£	£
RVBC Precept:	7,024	7,965	7,965
RVBC Concurrent Grant:	144	0	0
RVBC in Bloom Grant:	60	50	0
Other RVBC Grants:	0	0	0
RVBC Coronation Grant:	0	500	500
Other Grants:	0	0	0
HMRC VAT Refunds:	109	318	0
Sundry and Other Income:	243	0	0
	7,579.60	8,833	8,465
EXPENDITURE			
Staff Costs:	£	£	£
Clerk's salary:	2,963	3,600	0
Home use, expenses and mileage:	293	604	0
HMRC:	516	900	225
	3,772.01	5,104	225
Administration Expenses:	£	£	£
Consumables (Ink and Paper etc):	86	100	0
Website hosting and emails:	902	735	51
Microsoft 365 Licence subscription:	0	200	0
Payroll and Bank Service Charges:	241	205	28
Other website expenses:	0	0	0
GDPR, IT set-aside:	40	40	0
Insurances:	382	400	0
Audit:	200	200	0
Room hire:	0	60	0
Training books etc:	0	0	0
	1,851	1,940	79
Amenity Expenses:	£	£	£
Parish lengthsman scheme:	0	500	0
Coronation Gardens ground maintenance:	230	250	0
Other expenditure:	0	250	0
	230	1,000	0
Sundry Expenses:	£	£	£
Burial Committee precept:	74	0	0
LALC subscription:	55	51	0
CPRE subscription:	36	40	0
Best kept village:	0	20	0
Christmas tree:	0	350	0
Remembrance Sunday - wreath:	25	25	0
Noticeboard:	0	50	0
Refurbish Telephone box:	0	200	0
Contingency:	0	500	0
Sundry expenditure:	725	100	0
	915	1,336	0
VAT on Expenses to be Reclaimed:	318	300	16
	£	£	£
Total Expenditure:	7,087	4,276	319
SUMMARY:	£	£	£
Income:	7,580	8,833	8,465
Expenditure:	(7,087)	(4,276)	(319)
	493.07	4,557	8,146
BALANCE:	£	£	£
Balance brought forward at 1 April:	5,514	5,514	6,007
Add surplus / less deficit from year:	493	4,557	8,146
Balance carried forward:	6,007	10,071	14,152.67

Cash Flow Forecast for the period 1st April 2023 to 31st March 2024

		2023-2024												Total
INCOME	Stream	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	
1	RVBC Precept	Precept	7,965.00											7,965.00
2	RV in Bloom	RVBC Grant		50.00										50.00
3	HMRC VAT Return	VAT Repay			318.00									318.00
4	Concurrent Funding	RVBC Grant												0.00
5	RVBC Coronation Grant	RVBC Grant	500.00											500.00
6	Other funding	Sundry												0.00
	Totals	0.00	8,465.00	50.00	318.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,833.00

		2023-2024												Total
EXPENDITURE	Stream	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	
20	Easy Websites	Admin. Exp.	61.19	61.19	61.19	61.19	61.19	61.19	61.19	61.19	61.19	61.19	61.19	734.28
21	LALC Subscription	Sundry Exp.			50.74									50.74
22	Coronation Celebrations	Sundry Exp.			500.00									500.00
23	AER Accountant	Admin. Exp.		200.00										200.00
24	Consumables	Admin. Exp.			100.00									100.00
25	Clerk Salary	Staff Costs			900.00		900.00			900.00			900.00	3,600.00
26	Defibrillator	Sundry Exp.												0.00
27	Unity Bank: Service Fee	Admin. Exp.			18.00		18.00			18.00			18.00	72.00
28	HMRC Income Tax	Staff Costs	225.00			225.00		225.00			225.00			900.00
29	PM+M Payroll services	Admin. Exp.	33.30			33.30		33.30			33.30			133.20
30	Countryside Charity	Sundry Exp.						36.00						36.00
31	Clerk Expenses	Staff Costs		154.80		150.00			150.00			150.00		604.80
32	Coronation Garden etc.	Amenity Exp.		31.92	200.00									231.92
33	Insurance	Admin. Exp.							400.00					400.00
34	Remembrance Sunday	Sundry Exp.						25.00						25.00
35	ICO GDPR Charge	Admin. Exp.										40.00		40.00
36	Phone Box/Noticeboard	Sundry Exp.		250.00										250.00
37	Room Hire	Admin. Exp.											30.00	30.00
38	Lengthsman	Ground Maint			500.00									500.00
39	Subscriptions	Sundry Exp.						36.00						36.00
40	Christmas Expenses	Sundry Exp.							150.00					150.00

Totals		319.49	697.91	2,329.93	319.49	211.19	979.19	391.49	786.19	979.19	319.49	251.19	1,009.19	8,593.94
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			2023-2024 - Unity Trust Bank Statements											
BANK SUMMARY		31/03/2023	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March
60	Balance brought fwd.	6,951.16	6,007.16											
61	Income	0.00	8,465.00	As at 30/04/23										
62	Expenditure	944.00	319.49											
63	Balance	6,007.16	14,152.67											
64	Unity Bank Statement	6,007.16												

As at 30/04/23

Agenda Item 6

For Decision



Meeting Date:	9 May 2023
Title:	LANPAC
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

For members to consider becoming an associate member of the Lancashire Partnership Against Crime (LANPAC).

2. Introduction:

Along with other parish councils we have been invited to become an associate member of Lancashire Partnership Against Crime (LANPAC).

LANPAC is a collaboration between Lancashire Constabulary, Lancashire Businesses and Public Services, LANPAC's aim is to reduce levels of crime and disorder across the county.

Established in 1992 the Partnership has charitable status and uses revenue from member's subscriptions to fund local community safety projects throughout Lancashire. In 2022, the partnership supported over 80 such projects.

Examples of the work of the partnership are described on the [LANPAC Website](http://www.lanpac.co.uk), (www.lanpac.co.uk) which also lists the current associate members (Ribble Valley Borough Council is a member).

The charity has no overheads and all the running cost, including salary, office and postage is contributed by Lancashire Constabulary. This means that every penny donated to the charity by its members is spent on community safety projects. By being a member the Council could take advantage of the benefits LANPAC offer.

3. Membership fee:

The annual fee for Wiswell Parish Council is £60.

4. Members are recommended:

To consider becoming a member of LANPAC as set out in the report.

Agenda Item 8

For Information



Meeting Date:	9 May 2023
Title:	Annual Internal Audit
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To inform members of results of the 2022/23 Annual Internal Audit Report (Appendix 1 to the report).

2. Introduction:

Members are reminded that the Annual Audit Report forms part of the Annual Governance and Accountability Return (AGAR) and that the objective of the audit is to examine the system of controls to ensure that the Parish Council has an adequate level of assurance for its activities.

The audit was carried out by Alan Rogers FCA on 27/01/23 and 24/04/23 and covered:

- Payroll.
- Creditors and debtors
- Risk and Asset Management
- Accounting Records
- Budgetary Control.

3. The Report:

The Audit Report noted that all the key controls contained within the internal audit report were examined and these were found to be working satisfactorily.

4. Members are recommended:

To receive the Annual Internal Audit as shown in Appendix 1 to the Report.

EN Wiswell Parish Council

www.wiswellpc.org.uk

PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")	✓		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

27/01/2023

24/04/2023

DD/MM/YYYY

Name of person who carried out the internal audit

Alan Rogers.FCA F INTERNAL AUDITOR

Signature of person who carried out the internal audit

Alan Rogers

SIGNATURE REQUIRED

Date

24/04/2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Agenda Item 10

For Information



Meeting Date:	9 May 2023
Title:	Planning Report
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.

To inform members of planning matters since the last meeting that relate to Wiswell.

2. Weekly applications relating to Wiswell:

Members are reminded that the weekly and decided lists of planning applications are available to view on the RVBC website: https://www.ribblevalley.gov.uk/weekly_lists

- 28 April: See below.

3/2023/0289	Applications for full consent	Development Description:	Grid Reference
DATE VALID: 06/04/2023	Development Address: Fair View Pendleton Road Wiswell BB7 9BU	Proposed detached garage and driveway.	374593 437433
Officer:	Ben Taylor 01200 425111		

- 21 April: See below.

3/2023/0281	Applications for full consent	Development Description:	Grid Reference
DATE VALID: 05/04/2023	Development Address: Land at Morans Farm Pendleton Road Wiswell BB7 9BZ	Proposed change of use of land for the siting of four holiday lodges with associated parking, access and amenity areas. Revision to scheme approved under 3/2020/0981 and 3/2022/1022 part retrospective.	375296 438345
Officer:	Kathryn Hughes 01200 425111		

- 14 April: There were no applications.
- 6 April: There were no applications.
- 31 March: See below.

3/2023/0223	Applications for full consent	Development Description:	Grid Reference
DATE VALID: 20/03/2023	Development Address: Hillside Moor Lane Wiswell BB7 9DG	Replacement dwelling and relocation of vehicle access.	374647 437205
Officer:	Ben Taylor 01200 425111		

- 24: March: See below (2).

3/2023/0224	Certificate of Lawfulness - Proposed	Development Description:	Grid Reference
DATE VALID: 15/03/2023	Development Address: Lynwood Pendleton Road Wiswell BB7 9BZ	Certificate of Lawfulness for the proposed erection of a new entrance gate and associated walls.	375319 438372
Officer:	Kathryn Hughes 01200 425111		
3/2023/0225	Non-Material amendment	Development Description:	Grid Reference
DATE VALID: 20/03/2023	Development Address: Lynwood Pendleton Road Wiswell BB7 9BZ	Non material amendment to application 3/2022/0247 involving the change of the garage external surface from coursed stonework to a white lime plaster finish.	375319 438372
Officer:	Kathryn Hughes 01200 425111		

- 3 March: There were no applications.

3. Weekly decisions relating to Wiswell.

- 21 April: See below:

3/2023/0225	Pendleton	Grid Reference
Decision Date: 21/04/2023	Non-Material amendment Development Address: Lynwood Pendleton Road Wiswell BB7 9BZ	375319 438372
Officer: Decision Type:	Kathryn Hughes APPROVED WITH CONDITIONS	Development Description: Non material amendment to application 3/2022/0247 involving the change of the garage external surface from coursed stonework to a white lime plaster finish.

- 14 April: See below:

3/2023/0038	Wiswell	Grid Reference
Decision Date: 14/04/2023	Applications for full consent Development Address: Brentwood Pendleton Road Wiswell BB7 9BZ	375224 438207
Officer: Decision Type:	Ben Taylor APPROVED WITH CONDITIONS	Development Description: Proposed new vehicular access.

- 7 April: No decisions.
- 31 March: See below (2):

3/2023/0032	Wiswell	Grid Reference
Decision Date: 29/03/2023	Applications for full consent Development Address: Fair View Pendleton Road Wiswell BB7 9BU	374593 437433
Officer: Decision Type:	Ben Taylor APPROVED WITH CONDITIONS	Development Description: Proposed two-storey side extensions and new porous finish to existing driveway.

3/2022/1175	Wiswell	Grid Reference
Decision Date: 30/03/2023	Applications for full consent Development Address: 6 Leys Close Wiswell BB7 9DA	37484 43756
Officer: Decision Type:	Mark Waleczek APPROVED WITH CONDITIONS	Development Description: Proposed porch to front of house.

- 24 March: No decisions.
- 17 March: See below:

3/2023/0134	Wiswell	Grid Reference
Decision Date: 17/03/2023	Application for tree works in a conser Development Address: Eastwood House Old Back Lane Wiswell BB7 9BS	374450 437317
Officer: Decision Type:	Alex Shutt APPROVED WITH CONDITIONS	Development Description: Fell two juniper trees marked Tree 1 and Tree 2. Fell two dead trees marked Tree 3 and Tree 4. H1 - Reduce Leylandii hedgerow by 2m to avoid further damage to the garage

- 10 March: No decisions.

- 3 March: See below:

3/2022/1022	Wiswell		Grid Reference
	Variation of Condition	Development Description:	375296 438345
Decision Date: 27/02/2023	Development Address: Land At Morans Farm Pendleton Road Wiswell BB7 9BZ	Variation of condition 2 (Plans) from planning permission 3/2020/0981 to allow alterations to the design of units 3 and 4.	
Officer:	Kathryn Hughes		
Decision Type:	APPROVED WITH CONDITIONS		

4. Members are recommended:

To note the contents of the report and set out any actions relating to the planning matters mentioned.

Agenda Item 11

For Information



Meeting:	9 May 2023
Title:	Actions from previous meetings and ongoing matters.
Submitted by:	Clerk and Responsible Financial Officer

1. Purpose of the report.
To update members on actions from previous meetings and on ongoing matters.
2. Update on Actions from 07/03/2023 - Ordinary Council Meeting:

Min.	Action	Who	Update
230307/4	Public Participation: Consider holding social events that are attractive to senior parishioners.	Cllr. Houghton	See Cllr. Houghton's Update Report
	Draft letter to RVBC regarding road sweeping at Back Lane.	Cllr. Birtwhistle	-
230307/5	Finance Report: Initiate the payments as set out in the report.	Clerk	Complete
230307/6	Co-option of a Parish Councillor: Submit Declarations for new councillors to RVBC.	Clerk	Complete
	Ask Oi Mei to sign Declarations and provide photograph for website.	Cllr. Houghton	Complete
	Set up new councillor email addresses and Unity Bank authorisations.	Clerk	Emails Complete
230307/7/8/9	Revised Policies and Regulations: Upload revised Policies and Regulations to Website. Check wording on para 4.1 Finance Regulations.	Clerk	Complete
230307/11	Action Plan: Identify responsibilities 'Who column' and update Action Plan.	Cllr. Houghton	For discussion at this meeting. Appendix 1
	Include minor changes from Cllr. Scholfield (post meeting)	Clerk	Complete
230307/12	Grit Bin: Provide Clerk with details of the bin size to be purchased.	Cllr. Scholfield	Complete
	Order grit bin up to the value of £300	Clerk	Purchase in October
230307/14	Newsletter: Update Newsletter with 'quiz' details and photo of Oi Mei and order a 150-print run from RVBC.	Clerk	Complete
Other	Website: Arrange for a 'Local History' tab to be added to the website.	Clerk	Complete

3. Update on Actions from 03/01/2023 - Ordinary Council Meeting:

Minute	Action	Who	Update
230103/5	Finance Report: Initiate the payments as set out in the report.	Clerk	Complete
230103/6	Revised Complaints Procedure: Upload revised Procedure to the Council's website.	Clerk	Complete
230103/7	Whalley Education Foundation - Governor Appointment Inform the Foundation of the Council's decision.	Clerk	Complete
230103/8	Co-option of a Parish Councillor: Submit list of candidates to the Clerk prior to 7 March meeting.	Council Members	This meeting
230103/9	Planning Matters: Contact RVBC Planning Enforcement and request they meet with parish councillors and visit the parish.	Clerk	Complete
	Pursue planning application 3/2022/1022 with the RVBC Planning Enforcement Team.	Cllr. Birtwhistle	-
230103/10	Action Plan: Provide comments to Clerk prior to the March meeting.	Council Members	This meeting
230103/12	Member Updates: Provide written updates to the Clerk prior to the meeting.	Council Members	This meeting
230103/15	Newsletter: Provide content to the Clerk by the March meeting.	Council Members	This meeting
230103/11	Actions from previous meetings and new actions arising:		
	Request UU label the internal power socket 'Do not switch off'	Clerk	Complete
	Set up a maintenance regime for the defib, cabinet and lock	Chair	Complete
	Investigate the options for purchasing a new grit bin for the bottom of Moor Lane and report back to Council.	Clerk	This meeting
	Enquire and report back to Council as to the number of parish councils that are part of the 'Sabden' Lengthsman Scheme and what other Lengthsman schemes are in operation in the Ribble Valley.	Clerk	Complete

4. Update on Actions from 12/12/2022 - Extra Ordinary Meeting:

Minute	Action	Who	Update
221212/4	Draft Budgets for 2023/24: Inform RVBC of the Proposed Budget.	Clerk	Complete
221212/5	Burial Committee – Updated Constitution: Inform the Chair of Whalley Parish Council of this Council's decision.	Clerk	Complete

5. Update on Actions from 01/11/2022 - Ordinary Council Meeting:

Minute	Action	Update
221101/5	Finance Report: Initiate the payments as set out in the report.	Complete.
221101/6	Draft Budgets for 2023/24: At the appropriate time inform RVBC of the proposed financial requirements.	Complete. Precept submitted.
221101/8	Whalley Education Foundation - Request for Financial Assistance: Inform the Foundation of the Council's decision.	Complete.
221101/9	Purchase on an additional Flag: Purchase a Lancashire flag and finishings.	Complete.
221101/10	Other Actions:	
	Inform BT that the phone box will not be used for the defibrillator.	Complete
	Contact United Utilities, thanking them and requesting they label the internal power socket 'Do not switch off'.	Complete
	Provide defib, cabinet and lock maintenance instructions to members.	Complete
	Set up a maintenance regime for the defib, cabinet and lock.	Complete

6. Update on Actions from 06/09/2022 - Ordinary Council Meeting:

Minute	Action	Update
220906/2	Minutes: For future meetings provide an update on approved actions from previous meetings.	Complete.
220906/5	Finance Report: Make payments as set out in the report.	Complete.
220906/6	Improving the Amenity: Apply to LCC for the bio-diversity grant.	Complete with email confirmation received on 13/09/22.
220906/7	Use of Payroll Services: Make the necessary arrangements with PM+M Solutions.	Complete and being used.
220906/8	Parishioner Consultation: Issue hard copy questionnaire to the Working Group and to Council's website.	Complete and survey responses published.
220906/10	Defibrillator: Make the necessary arrangements to ensure the defibrillator is fit for use and is registered on the 'Circuit'	Complete. The defib is up and running and registered on the Circuit
220906/11	Councillor Reports: Contact NALC seeking their opinion on the issue of ownership of small plots of land by parish councils	NALC and LALC contacted but have not been able to provide any guidance or additional information.

7. Update on Actions from 05/07/2022 - Ordinary Council Meeting:

Minute	Action	Update
220705/7	Finance Report: On the Payments Tab, the Burial Committee Levy should state the payment was for 2021/2022.	Complete.
220705/7	Finance Report: Make payments as set out in the report.	Complete.
220705/8	Asset Register: Add the Wiswell Shay Boundary Stone to the register	Complete.
220705/10	Parishioner Consultation: Set up the first meeting of the Working Group.	Complete.
220705/11	Internet Banking: Start the process of switching bank accounts from Barclays Bank to Unity Trust Bank.	Complete and up and running.
220705/12	Planning Report: Include applications approved since the last meeting in future reports.	Complete.
220705/13	Local Plan: Submit the Council's response as set out in the report.	Complete.
220705/14	Lengthsman Scheme: Contact Angela Whitwell at Sabden Parish Council with a view to holding a Borough wide meeting to discuss various aspects of the Scheme.	Complete
220705/18	Members Report: Members to consider whether the Council submit a further application to HMLR regarding Coronation Garden.	Complete. Members decided not to submit a further application.
220705/18	Members Report: Consider how best to make use of the village phone box.	Complete: Decided to reinstate a 'library' facility.
220705/18	Members Report: Prepare a report for the next Committee Meeting on how to bring the unused defibrillator into use.	Complete. The defib is up and running and registered on the Circuit.

8. Ongoing Matters for Discussion and Consideration:

Once complete items will be removed from this table.

Item	Update/Action
Freemasons Public House: <ul style="list-style-type: none"> General monitoring of their business activities and the impact on the village, particularly compliance with RVBC requirements. Rubbish at the rear of 2 Old Back Lane (removal is contracted to RVBC and there should be a change of use application), an update from Stephen Barker (RVBC) required. No 8 Old Back Lane is in the process of being sold to an unidentified buyer with connections to the Freemasons. It is understood that the rear of No 6 is in a poor state due to the failure to maintain basic hygiene standards with the resident's dog. 	Continue to monitor activities relating to the pub.
Vicarage Fold: Acceptance by LCC that it is a public highway. The resident of Vicarage House has actioned and made an application. Note: The Council submitted an application for a BOAT (Byway open to all traffic).	Council to monitor and support.
Additional lights for the Christmas decorations. Possible donation from Moor Lane resident.	Cllr. Scholfield to action.
David Holmes Construction: To restore the grass bank and improve the grass triangle, access to Greenacre, Whiteacre Lane (Cunliffe Lane), following damage caused during their building work.	Cllr. Scholfield to action.
Replacement of grit bin at bottom of Whiteacre Lane: Formal request made to LCC.	Replaced but not like for like, Cllr. Scholfield to action.

9. Members are recommended:

To note the report and the ongoing actions.

Key: The number in the brackets () refers to the survey responses received on the matter. P = Priority. N = Not applicable					Actions		
Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
Traffic issues (31)	Exit to A671 dangerous for cars and pedestrians crossing the road.	Resident keeping record of accidents recorded on private security cameras.	Invite representative from LCC Highways to a technical meeting involving the Clerk, Chair and Vice-Chair to address traffic issues raised in the survey, including the issue on Old Back Lane.	1			
	20 mph speed limit in the village.	Enquiry made to LCC Highways they have historically focused on urban areas		1			
	Cyclists going too fast through the village	Contacted a Clitheroe cycling group but got no response.		2			
	Traffic mirror required at the top of Whiteacre Lane.	In the past LCC have resisted requests for mirrors (other than those placed on private property).	Identify and make contact with cycling groups or organisations whose members pass through Wiswell with a view to encourage slower speeds through the village.	1			
	Old Back Lane residents are particularly concerned by traffic issues (rat run from new developments, large vehicles etc).	PC submitted a request for vehicle length limitation sign (ref: 407710). LCC rejected a request for extra signage sent in by a resident.					
	More grit boxes required.	LCC refused to fund grit box at end of Moor Lane	PC will provide a grit box at Moor Lane which will be filled and refilled by LCC.	2			
	Wiswell Lane traffic calming measures required.		Assumes comment means speed bumps and or 20 mph speed limit.	3			
Parking (22)	Double yellow lines at end of Moor Lane and around	In the past PC have been concerned about the use of		3			

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Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
	Coronation Garden required to allow access to single carriage highway.	double yellow lines as this only moves the problem to other areas of the village					
	Parking at Freemasons required.	No land is available and LCC had previously stated that there should be no further expansion of the business Despite the PC's best efforts and the recommendations of LCC, RVBC appears to be unable to control the expansion of the business.	Discuss with FM management.	3			
Public and dog bins (18)	More public and dog waste bins required.	Raised at the last RVBC Parish Council Liaison Meeting. When we know RVBC intentions we can prepare an action.	RVBC have stated that they will not install any new bins.	2			
Road surface / markings (12)	Wiswell Lane road resurfacing required. <i>The location needs clarification. Wiswell Lane above the A671 is Wiswell Shay; Wiswell Lane below the A671 is Wiswell Lane.</i>	New road markings recently added. PC monitors the condition of Wiswell Lane within Wiswell. The markings may relate to the A671 .	PC to continue to have highway issues as an item on all agendas. LCC have not replied to the last communication, and PC will chase.	2		AS	
Activities for Children (6)	No specific comments	There is no land available facilities are available in Barrow and Whalley	Consider the possibility of establishing a play area. PC to consult residents.	3			

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Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
Street lighting (5)	To retain village character, avoid LED lighting	LCC's policy is to convert to LED lighting. Heritage lampposts (Pendleton Road) have retained "soft" bulbs.	Continue policy of "soft" bulbs for heritage lampposts to retain character. The fifth column on Old Back Lane was changed last year, if this lamp is not soft white PC will discuss with LCC	3			
PROW / Open spaces (5)	Pavement from junction to Oakhill required.		Hedge trimming required. Canvass RVBC to explore viability of footpath, safe pedestrian access to and from Whalley.	2			
	Lack of footpaths alongside Wiswell Lane.	Wiswell is classed as a rural village with conservation regulations - footpaths not a possibility on highway	Ref. work on pedestrian route from Chatburn towards Downham / Rimmington. Check with LCC/RVBC.	2			
	Remove obstruction to Vicarage Fold.	Attempts made to seek clarification from RVBC / LCC have so far met with limited success. The PC approved an application for a BOAT (Byway Open to All Traffic) but did not submit it due to the amount of similar work	Owner of Vicarage House is continuing with this, PC to stay in contact. PC to Chase BOAT and to secure definitive ruling from LCC / RVBC	2			

Key: The number in the brackets () refers to the survey responses received on the matter. P = Priority. N = Not applicable					Actions		
Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
		being done by the owner of Vicarage House.					
Boundary stones / finger posts / signage and notice boards (2)	Whalley and Barrow signs don't match. New Wiswell sign (Whalley) not in keeping with village character (view of several residents).	Finger posts were restored using the original destinations and painted in different styles to reflect the different standards which were applied over the years. The 'new' boundary stones, demonstrate that the village continues to evolve, particularly outside the Conservation Area.	PC to consider what action if any can be taken	4			
Garden areas and flower beds (1)	Better maintenance of hedgerows.	Split into residential properties, farmers' hedges and LCC verges. These are monitored and, if appropriate, reported. Most domestic hedges are kept at a reasonable height. Farmers' boundary hedges are more variable.	The PC report cases of vegetation encroaching on the highway to LCC/RVBC and will continue to do so. Parishioners should raise issues about loss of light.	3			
Seating/benches/ picnic areas (0)	No specific comments		PC to continue with rolling program of bench maintenance and confirmation of ownership with RVBC.	N	July 2023	SH	

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Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
Planning matters.	Control the expansion of the Freemasons public house.	PC have monitored and formally responded to planning developments in support of issues raised by residents	Continue to monitor and respond to all developments. Continue to develop positive relationship with management to address concerns raised by residents.	N			
	Unable to get planning permission		Offer support / advice (if appropriate) to residents. Encourage residents to enlist the services of an experienced planning agent	3			
	Development opposite Robin Hill (complaint to MP and Planning enforcement).	PC support and liaise with planning enforcement on behalf of residents.	Continued support. Invite member of RVBC's Planning Enforcement Team to village to discuss issues.	2	January 2023	MH/ SH	
	Retain the character of the village, block undesirable development.	Regular review of all village planning matters – weekly list circulated by Clerk	Continue to review all planning applications. Provide support for individual residents as within the constraints of PC powers to influence. PC to clarify with RVBC what Conservation Areas mean in 2023. Their	N			

Key: The number in the brackets () refers to the survey responses received on the matter. P = Priority. N = Not applicable					Actions		
Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
			documents have not been updated for some time.				
Social / Parish Matters	Opportunities for villagers to meet up.	Successful platinum jubilee and carol singing event in 2022.	"Social" group established to plan events for 2023 - Quiz night summer Coronation social	1			
	Buy old garage and convert into village amenity.	Viability of village hall discussed over the years. Cost and upkeep have proved prohibitive.	PC to explore further drawing on experiences of other PCs	N			
	Welcome pack for new residents.	RVBC contacted by SH. All information now on web site - no use of physical welcome packs.	PC to consider viability, what should we include. What to signpost in terms of RVBC web site.	3			
	Condolence cards from village.		PC consider that this is a very personal matter but on rare occasions when a 'corporate' message would be appropriate e.g., a longstanding PC member.	3			
	Re-instatement of library in phone box	Successful lending library has operated in the past.	Spring / summer-complete renovations and reinstate library. Look at other uses as library not suitable	3	June 2023	SH	

Key: The number in the brackets () refers to the survey responses received on the matter. P = Priority. N = Not applicable					Actions		
Area of Improvement	Comment from survey	Comments /Actions taken up to December 2022	Future actions and developments from January 2023	P	Date	Who	RAG Date
			outside April – October as books get damp.				
	Noise, smell, lighting and out of hours operation, have all been raised by residents living near the Freemasons public house.	PC have acted in accordance with issues raised by residents.	Continue to develop a positive relationship with management to resolve issues, where this fails liaise with appropriate RVBC's Environmental Health and Licensing Departments and other agencies as appropriate.	4	On going		

Meeting Date:	9 May 2023
Title:	Councillor Reports
Submitted by:	Council Members

1. Purpose of the report.

For members to consider the Reports submitted by Parish Councillors.

2. Councillor Reports:

Appendix 1 - Councillor S. Houghton.

Appendix 2 – Councillor A. Scholfield

3. Members are recommended:

To consider the report.

My chairman's report for the Open Parish Meeting provides a retrospective account of Parish Council activity. This report provides an insight into the potential for forthcoming activities / actions.

Memories of Wiswell:

At our March meeting a parishioner suggested holding events that were aimed at senior members of our community. After some informal discussions, I've found traction for an afternoon tea with a facilitated discussion around "*Memories of Wiswell and the surrounding areas*".

Maureen Robinson has kindly provided archive material and photographs which could form the basis of a background display. If an event was held in late June or early July, it would provide an opportunity for younger parishioners to view the display and meet with more senior residents.

The format of such an event could be afternoon tea and facilitated discussion (2.30pm - 4pm) followed by a 'drop-in' of other parishioners for an hour or so. Regarding a venue, either Pendleton Village Hall (PVH) or the Freemasons, noting that the choice of PVH would require support for transport.

As an aside, we now have a Wiswell History Section on our website and archive material, and photographs can be placed there.

Local Walks:

Recent arrivals in our community are not that familiar with local footpaths, therefore I intend to organise a local "guided" walk (Quarry, towards the nick of Pendle, old lead workings, Wymondhouses etc.) pointing out other potential routes on the way; Wiswell Moor trig point, Jeppe Knave's grave, drop down to Pendleton etc. If there is sufficient interest some parishioners have suggested setting up a village walking group.

CCTV:

Mike and I recently met with an installer of CCTV equipment (as part of an RVBC initiative). There are three routes in and out of the village and we have identified potential sites for CCTV installations. Costs for installation after refund of VAT and RVBC grants would be circa £1,500 plus annual running costs of around £300. At the next Parish meeting, I would like members to consider the feasibility and affordability of installing CCTV equipment and ask Council to make a firm decision.

Note that Barrow PC have had their first cameras installed and CCTV is now installed in several villages and towns throughout the Ribble Valley.

Summer 2024:

For summer 2024 I'd like to propose a Wiswell Open Gardens event, with a report providing details of the proposal being submitted for consideration at a future Council meeting. The Council has already agreed to consider entering the 2024 Best Kept Village Competition.

Quiz nights:

Our successful early spring quiz night (February 23) has prompted the social group to suggest a second one in autumn. Paul Marlow is happy to support the idea of having two quiz nights per year, one in spring and another in autumn.

Staff Review:

Judith and I conducted Mike's interim review in November 2022. A full review is required and should be scheduled within the next few weeks and will include a review of recommendations for a pay award for the current financial year. I suggest that Judith, Alan and myself should be involved in this process.

1. Litter picking:

This has continued, usually every two weeks. Current levels are low except Wiswell Lane near the bypass and the bypass itself towards the roundabout. As there is no footpath, I leave that to the professionals.

Dog poo bags continue to be a challenge, on the road, in the verge and in the hedges with three picked up last time. We have professional dog walkers visiting the village to exercise groups of up to six or seven dogs.

2. Trees:

I met Dave Hewitt in the village. Dave is one Ribble Valley Borough Council's part-time **tree** specialists. Dave was very helpful and confirmed our understanding of ivy on trees and responsibility for trees which might impact on the public. We looked at trees on Moor Lane, Cunliffe Lane and Whitacre Lane. We need to monitor the situation on Moor Lane and the 'tunnel' on Whiteacre Lane particularly. The first report we need to make will probably be dead trees on Moor Lane on what we believe is LCC land, close to the pumping station and then further up. A resident has also raised concern about these trees.

3. Lengthsman:

I welcomed the new Lengthsman, Mark Gray, and gave him a tour of the village to supplement his handover from Philip. Mark has visited twice since then and has got off to a good start. His position will be reviewed after three months by the scheme co-ordinator.

4. LCC Highways:

Reports and follow-up with LCC Highways have included potholes on Whiteacre Lane and Cunliffe Lane, white lines at the A671 junction, missing bollards on Pendleton Road and blocked gulleys on the central reservation of the A59. LCC have now addicted the Love Clean Streets App as their reporting tool which has some advantages in that it can be used on a smart phone with automatic identification of the location. Unfortunately, the follow-up is not so good with 'completed' still meaning that the report has been processed but without any confirmation of actual work on site. Another inspection of gulleys around the village is necessary.

For winter services, LCC replenished the grit pile at Moor Lane and have removed the gritting signs (after a nudge!).

5. Whalley Education Foundation (WEF):

Good news from the Whalley Educational Foundation at Whalley Old Grammar School is that bookings for the first months of the year are greater than 2022, including some new users, but still not back to 2019 levels. WEF have received a grant of £35,000 from Laurus Homes which will enable work to start on the creation of a second large and more flexible room on the first floor.

6. Interim Joint Burial Committee:

The Interim Joint Burial Committee has continued to manage the cemetery and to prepare for transition to the new arrangements in the coming months.

7. Planning Matters:

A resident sought advice on how to respond to the Planning Appeal for the lands on Pendleton Road and I provided more explanation about the process and the reasons behind it.