

WISWELL PARISH COUNCIL

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Members of Wiswell Parish Council are summoned to attend a meeting of the Parish Council on 14 January 2026 at Pendleton Village Hall commencing at 6.30pm.

Members of the public are welcome to attend.

Agenda

- 1. To receive apologies for absence.**
- 2. To approve minutes of the Council meeting held on 5 November 2025.**

Including suggested alterations to Item 5 Finance Report:

The RFO informed Council of the significant back payments owed to the Lengthsman and that due to the removal of payment from LCC, going forward, the representative from Sabden was no longer able to co-ordinate the programme on behalf of PCs

Changed to:

The RFO informed Council of the significant back payments due to the administrator arising from delayed scheme invoices. With LCC's late withdrawal of the contribution for 2025/26, the future of the scheme was in doubt and alternative arrangements would be necessary.

Update precept figure

- 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.**

This 15-minute session (time limit of 5 minutes per item/per person) provides members of the public an opportunity to indicate interests in an agenda item and put questions to the Parish Council. Such questions may be answered after the meeting or become an agenda item at a future Parish Council meeting.

ITEMS for DECISION/DISCUSSION:

- 5. Finance Report.**

Report of the Clerk (enclosed) to approve the:

- Accounts to date.
- Schedule of Payments as set out in the Report.
- Reconciliation of Receipts and Payments as shown in the Report.

- 6. UNITY savings account**

Report of the Clerk (enclosed) on opening a savings account with UNITY bank.

- 7. Arrangements for May 2026 meeting (Annual Parish Meeting, Annual Meeting of the Parish Council & Parish Council Meeting)**
- 8. Website Update and Amendments**

Report of the Clerk (enclosed) outlining analysis of current website content and suggestions for content updates, including photographs.
- 9. Future of the LCC lengthsman scheme and financing of any future works of LCC assets within the parish.**
- 10. Maintenance of the grass triangle outside Chalker House on Cunliffe Lane.**
- 11. Insurance**

Report of the clerk (enclosed) on comparable parish insurance premiums
- 12. Whalley Educational Foundation - Governor Appointment**
- 13. Policy review, including Assertion 10 (25/26 AGAR) – all councils must be compliant**

Report of the clerk (enclosed) on the requirements of Assertion 10 in the 25/26 AGAR, including the requirement for an IT policy, Data Protection Policy, inclusion of Freedom of Information Act and Transparency Code for Smaller Authorities on website, appropriate email filing system for handling personal data, a designated Data Protection Officer (not the clerk), a system in place for conducting regular data audits, and regular training provided for staff/officers on GDPR

ITEMS for INFORMATION:

- 14. Updates on funding submissions to RVBC**

Verbal update by Cllr Stephen Houghton on funding for the refurbishment of the war memorial and surrounding area
- 15. Reports from Councillors**
- 16. Planning Report**

Report of the Clerk (enclosed) for members to consider planning matters since the previous meeting
- 17. Crime Figures**

Report of the Clerk (enclosed) to update members on the latest crime figures for the area
- 18. Consideration of items for inclusion on future agendas**
- 19. Borough Councillor Report**
- 20. Future Meetings**
 - **2026 – 11th March, 13th May (inclusive of Annual Meeting/Annual Parish Meeting).**

Dr Anna Haines

Clerk and Responsible Financial Officer to Wiswell Parish Council.