

Agenda - Parish Council Meeting

Members of Wiswell Parish Council are summoned to attend the Parish Council Meeting on **Wednesday 5th March 2025**, at Pendleton Village Hall, commencing at 6.30pm

Members of the public are welcome to attend.

- 1. Apologies for Absence.**
- 2. Approve the minutes of the Parish Council Meeting held on 22nd January 25**
- 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. To receive questions and comments on any agenda item.**

This 30-minute session (time limit of five 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 RFO (enclosed)

- 6. Planning Report.**

Report of the Clerk for members to consider planning matters since the previous meeting.

NON-RECEIVED

- 7. Update on Actions from Previous Meetings.**

Updating members on actions arising from the last meeting and outstanding actions from previous meeting.

NONE

- 8. RVBC request for Election Day portacabin**

A request from RVBC to position a portacabin next to the Coronation Gardens, with hook up to the electricity supply. This will be erected near to the 1st May 2025.

ACTION - To recommend the council to approve this request.

- 9. CPRE membership**

The countryside charity. Dealing with information on countryside planning matters, light pollution, tranquillity, litter, and water (environmental issues) They have guides in how to deal with green belt planning applications and navigating neighbourhood planning. They have provided advise in the past but were unable to help. The membership fee is £80 per year.

ACTION - To ask the council if this is a viable membership considering the cost verses benefit.

10. Best kept village competition

Entries for this competition need to be in by the end of March.

ACTION - For the council to consider if they wish for Wiswell to be entered this year.

11. Majesty's Lord-Lieutenant of Lancashire VE Day commemoration invitation

On Sunday 11th May next at 4 pm, His Majesty's Lord-Lieutenant of Lancashire, Mrs Amanda Parker JP, and the Dean of Blackburn will be holding a County Service at Blackburn Cathedral to commemorate the 80th Anniversary of VE-Day. The Lord-Lieutenant would be delighted to extend an invitation to you (or your representative) and a guest to attend what will be a very special and important event.

ACTION – For the council to decide who wishes to attend

12. RVBC Parish Liaison Meeting

Cllr Scholfield reported: - At the last meeting, no Wiswell Parish Councillors Attended. The next meeting is on the 10th of April 25 @ 6.30pm

ACTION – For the council to make sure Wiswell is represented

13. Commemoration of VE Day 80th Anniversary 8th May 25

For the council to discuss, what if anything what the council would like to do to commemorate this important event.

ACTION – For the council to decide on what they would like to do

Which councillors will be involved?

To set a budget for the event?

14. LALC RVA Members Meetings

LALC Ribble Valley area Members Minutes from the 29th of January 25 (attached)

Cllr Scholfield to give a verbal report

ACTION – for the council to nominate a member to attend

ITEMS for INFORMATION/INCLUDING CORRESPONDANCE

15. Road Closure

Official notice of road closure relating to Pendleton Road, Wiswell. On the 3rd and 4th of March 25. From 8am until 6pm. From the junction on mains street to the point outside Wiswell Eves Farm. For road dressing and repairs.

To note the report

16. Chalet Park

The park has applied for all year residency, this was refused. They have appealed.

To note the report

17. Village Upkeep

- The REPF Fund is due at the end of March 25, with all paperwork to be in by the end of February 25. The Clerk spoke directly with Hassan Ditta (who is managing the grant for RVBC). The grant monies can be released on a quote, which will need to be paid immediately on clearance of funds, the invoice (receipt) should then be forwarded immediately to Hassan Ditta.

The RFO & Cllr Houghton collated this information and sent to Hassan along with the reason we needed the funds releasing, the RFO is dealing directly with this.

- Vicarage fold has now received official approval to be added to the list of definitive footpaths.

To note the report

18. Planning Training

All councillors are encouraged to attend training, particularly planning. New councillors are encouraged to attend new parish councillor training. All training can be accessed on the LALC website.

To note the report

19. Weekly Planning Lists

Cllr Birtwistle investigated the weekly list being emailed directly to the clerk by RVBC and reported that this is not something they do. The Council asked Cllr Birtwistle to chase it again.

This has been rectified in the main.

To note the report

20. Insurance

The council asked that the Clerk investigate the insurance cover and the possibility of us being over insured.

The Clerk has investigated this, and Zurich provide a much more appropriate insurance package. And is approximately £300 per year. With the possibility of additional insurance if needed. The insurance covers all events and volunteers, clerks, and councillors with ample cover. As well as the memorial.

To note the report

21. Websites and Emails

- Cllr Birtwistle reported that he had investigated this, and it is not something that RVBC offer.
This is not something they offer at the moment.
- Cllr Scholfield requested that the clerk check with EasyWeb to ask what happens to ex Cllr's email accounts. Are these archived and accessible? And request that old email accounts be deactivated after archiving them.

Ex Councillors' emails can be removed & deactivated, these can be archived if requested. The Clerk is in the process of this, including adding Cllr Ramsbottom to get a formal email address. The website has been updated to include the new Councillor, and new Clerks contact details.

To note the report

22. GDPR Email to RFO

A request for renewal of £40 annual fee has been requested by ICO, the clerk queried whether we should be paying a fee at all. Cllr Scholfield is under the impression that we must be members, and this comes with a fee. **ACTION** – Clerk to investigate further.

The clerk investigated this and filled in the ico form on two separate occasions. The form came back on both occasions as not needing to pay a fee.

Since this finding, the RFO had automatically already paid the renewal as its paid by the RFO's personal credit card.

To note the report

23. MAY MEETINGS

Public notice of this meeting must be made in good time for members of the public wishing to stand as a Wiswell Parish councillor to apply.

To remind councillors that the May 25 the meetings are: -

1. Annual meeting of the parish council, including Chairs Report & standing down of councillors.
2. Parish Council Annual Meeting of electors, this involves electing of the council including consideration of the chairperson position, the distribution of positions on sub committees and representatives of external bodies, and an opportunity for the public to attend and have a say.
3. Parish Council Meeting

To note the report

24. Consideration for items not on the agenda

25. Dates for future meetings

7th May 2025

To be arranged at the Parish Council Annual Meeting of electors

2nd July 2025

3rd September 2025

5th November 2025 (Guy Fawkes Day)?



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