

Agenda - Parish Council Meeting

Members of Wiswell Parish Council are summoned to attend the Parish Council Meeting on **Wednesday 22nd January 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 11th December 24**
- 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. To consider the appointments of new Parish Councillors.**

For members to consider the appointment of a new Parish Councillors by co-option.

Mike Ramsbottom a resident of Wiswell has come forward with a view to join Wiswell Parish Council

- 6. Finance Report.**

Report of the RFO (enclosed)

- 7. Planning Report.**

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

Ref: 3/2024/1031

15/01/2025

Proposed raising of roof to accommodate a first-floor level including first floor extension over existing garage. Two storey side extension following demolition of existing single storey side extension, insertion of ten rooflights and additional glazed openings. Applications for full consent.

Development Address: Stanacraft, Leys Close, Wiswell. BB7 9DA

Grid Reference 374813 437632

Officer: Emily Pickup 01200 425111

8. Update on Actions from Previous Meetings.

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

- 8.1 240524/4/1 – **Business Plan** - Review Three Year Business Plan in December 2024 **ALL** (ongoing)
- 8.2 230906/11/c – **Planning Training** - Arrange a training course on planning related matters **CLERK** (completed)

Update LALC are running an online zoom planning course in January 2025. Wednesday 22nd January 2025. 7-9.30 pm. You just go onto the LALC website under courses and book on under Wiswell parish council. The cost is £40 for members.

Please Note - It is a requirement to offer training to all councillors and clerks as needed to fulfil their duties and responsibilities.

Please let us know if you book on for the records. (ongoing) Thankyou. **Cllr Houghton** has expressed interest

- 8.3 241211/9 – **Weekly Lists** - To investigate why RVBC are not sending weekly lists to the Wiswell Parish Council **Cllr Birtwistle** (Completed)

Update The council does not offer this service

- 8.4 241211/15a – **Insurance** – Clerk to do a brief report on insurance coverage and the possibility of being over insured. Cllr Scholfield suggested to maybe investigate Zurich for next year. **CLERK** (ongoing)

- 8.5 241211/15c – **Websites and emails** - For the Clerk and other Councillors to investigate if RVBC offer free websites or emails instead of us paying fees to Easy WEB **CLERK** (completed)

Update RVBC used to offer the websites, but they were very basic landing pages, and not fully functional. RVBC do not offer free government emails to parish councils. It is best practice to have a website for public information and transparency, and to use a government email address for scrutiny and protection of councillors in the public domain. These costs are expected to be financed through the precept, as the precept is for the running of the council.

- 8.6 241211/15d – **RVBC & LALC** communications - To investigate RVBC and LALC communications with parish councils and if this can be improved. **CLERK** (completed)

Update RVBC hold regular Parish Liaison Meetings to cover this, including regular updates on gritting, roadworks, planning, flooding, crime statistics, funding and events. LALC hold regular Ribble Valley area meetings for its member councils to attend to discuss more parish related and national topics.

- 8.7 241211/15e – **SLCC, LALC & CiLCA** – subsidised CiLCA qualification training with LALC, due to start in February if places allow. At a subsidised cost of £177 tbc. To keep the council updated. **CLERK** (ongoing)

9. Village Upkeep.

Rural England Prosperity (REPF) coronation gardens project update (**Cllr Houghton**)

Vicarage fold and associated problems (**Cllr SCHOLFIELD**)

10. Christmas Celebrations.

Christmas Celebrations **Cllr Houghton** to provide an update

11. Road Safety Group

Update from **Councillor Scholfield**

12. Consideration for items not on the agenda (inc correspondence)

A. Forest of Bowland National Landscape - Landscape Character Assessment Refresh

In the next week or two, consultants working on behalf of Natural England will provide an online engagement document, giving you, as a parish council, the opportunity to comment on the current plan.

You may want to nominate a member of your parish council to respond to the engagement

B. GDPR Email to RFO GDPR/Data Protection Act 2018

Data protection fee renewal - ACTION REQUIRED BY 01/03/2025

Organisation name: Wiswell Parish Council

Order reference number: 004909660602

Registration reference: ZB299158

As a non-profit making organisation, the clerk would like to enquire if we need to pay a fee at all. Even though we do need to keep to the regulations. The fee should be £40 a year if we do need to pay at all.

C. Grants enquiry by Cllr Houghton. We wanted to let you know that we have had a reorganisation of the links to grants on the Council's website to make them easier to find. Not all funds are currently open, but it would be beneficial to be aware of them.

It would also be beneficial for Parish Council's to sign up to the LCC grants database- 'Lancashire County Council 4 Community'. It is free to join with a voluntary organisation's email (or a personal one).

[Grants – Ribble Valley Borough Council](#)

<https://funding.idoxopen4community.co.uk/lancashirecc>

Create an account and log in on the right-hand side, select 'search for funding' and add key words or phrases.

13. Dates for future meetings

5th March 2025

7th May 2025

2nd July 2025

3rd September 2025

5th November 2025 (Guy Fawkes Day)?



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