

## Meeting of the Parish Council – Draft Minutes

<b>Date:</b>	11-12-2024		
<b>Place:</b>	Pendleton Village Hall, Pendleton.		
<b>Present:</b>	Councillors: S. Houghton (Chair), (A. Scholfield (vice Chair) (attended at 16.22)), David Birtwistle and Richard Vickers		
<b>In attendance:</b>	Clerk to the Council: Greera Stevenson-Norse RFO to the Council: Mike Hill (left at 16.20)		
<b>Meeting started:</b>	16:00	<b>Meeting closed:</b>	17:30

### Minute Reference 111224/

1. **APOLOGIES FOR ABSENCE.** None received
2. **APPROVE THE MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 4<sup>TH</sup> SEPTEMBER 2024** The minutes were approved as correct records 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.**  
There was no public participation at the meeting.
5. **TO URGENTLY CONSIDER THE APOINTMENTS OF NEW PARISH COUNCILLORS**
  - A resident of Wiswell who was recently voted in office, unfortunately due to a change of circumstances was unable to accept.
  - Cllr Richard Vickers was nominated by Cllr Houghton and seconded by Cllr Birtwistle; Cllr Vickers accepted the position. The chair welcomed him to the council.

APPROVED BY ALL.

### 6. **FINANCE REPORT.**

The Clerk submitted reports seeking approval for the accounts to date, Reconciliation of Receipts and Payments and the Schedule of Payments.

RESOLVED THAT COUNCIL:

- a. Approved the accounts to date
- b. Approved the Reconciliation of Receipts and Payments as set out in the Report.
- c. Approved the Schedule of Payments as set out in the Report APPROVED BY ALL

### 7. **Budget considerations**

To set the 25/26 precept at an increase of 4%

AGREED BY ALL

Mike Hill (RFO) left the meeting at 16.20
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## 8. UPDATE ON ACTIONS FROM PREVIOUS MEETINGS.

The Clerk submitted a report updating members on actions arising from recent meetings and ongoing matters from previous meetings, going back to 2023.

All other actions from the previous outstanding actions have been resolved, the following is still ongoing.

A. 240724/8. Add REPF project (Coronation Gardens) as an ongoing agenda item. **HOUGHTON**

B. 240524/4. Review of 3-year business plan to be added to the agenda for next meeting. **ALL**

C. 230906/11b. Training courses on planning to be investigated again, to be added to the agenda for next meeting. **CLERK**

RESOLVED THAT COUNCIL:

Agreed to the ongoing actions

Cllr Alan Scholfield (Vice Chair) arrived at the meeting at 16.22
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## 9. PLANNING REPORT

The Clerk submitted a report informing members of the planning applications, planning decisions going back to September 2024

Planning application 3/2024/0615. Submitted on the 11/11/2024. Grid ref 374819 437692

An objection letter drafted by Cllr. Houghton and Cllr. Scholfield was sent by the clerk to RVBC for the attention of Ben Taylor Via email on the 2<sup>nd</sup> of December 2024

RESOLVED THAT COUNCIL: Note  
the report.

To investigate why RVBC are not sending weekly lists to the Wiswell Parish Council as this should be standard for all parish councils. **BIRTWISTLE**

## 10. STATE OF THE VILLAGE'

Cllr. Scholfield provided a verbal report, the residents are happy with the hedges being in a much tidier condition than previously. Still pursuing with RVBC over PRow (Vicarage fold) being a restricted Byway. **SCHOLFIELD**

Cllr. Houghton provide a verbal report. REPF Coronation Gardens-RVBC team have visited the site and are very happy with the developments. RVBC will accept invoices for payments to be made direct. Possible funding may be available for 2025 from the Jubilee fund. **HOUGHTON & CLERK**

Vicarage fold and associated problems to be added as an ongoing agenda item. **SCHOLFIELD**

RESOLVED THAT COUNCIL:

Thanked Cllr. Scholfield and Cllr. Houghton for the update.

## 11. COUNCILLOR REPORTS.

No reports given, as items were covered under the agenda.

## 12. Remembrance Sunday

Verbal report from Cllr Houghton. Stephen managed to get a last-minute bugle player and has also booked him for the centenary event. The Wiswell Parish council wreath was laid. The Whalley vicar did the reading and hymns. Cards have been sent out to the invited attendees, over 70 people attended. It was well received by the residents.

Thanks was given to the Clerk for the organising and invitations sent.

RESOLVED THAT THE COUNCIL:

Note the report

### 13. Christmas Celebrations

Tree lighting Ceremony – erection of the tree was organised by Cllr Houghton, fitting of the lights was done by Cllr Houghton and Cllr Scholfield. The tree lighting ceremony will take place on the 16<sup>th</sup> of December 24 at 6.30pm with mince pies and carols around the tree.

Christmas gathering for the village dinner – is organised by a local volunteer group. It was felt the £250 grant available from RVBC was not required this year.

RESOLVED THAT THE COUNCIL:

Cllr Houghton to provide an update at the next meeting, clerk to add as an agenda item for next meeting.

**HOUGHTON**

### 14. Road Safety Group

Update from Cllr Scholfield – no handover by the new people involved so has been dormant. No date set for the next meeting. **SCHOLFIELD**

RESOLVED THAT THE COUNCIL:

Cllr Scholfield to keep the council updated

### 15. Consideration for items not on the agenda

- 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**
- LALC & RVBC – Clerk to pursue Planning Training courses offered by LALC or RVBC. **CLERK**
- For the Clerk and other Councillors to investigate if RVBC offer free websites or emails instead of us paying fees to Easy WEB, as it is best practice that we have a government email address. **CLERK**
- To investigate RVBC and LALC communications with parish councils and if this can be improved. **CLERK**
- SLCC – The clerk advised the council that she has signed up to SLCC as a new clerk with less than 1 year in position, as this membership is free. With the vision to do the CiLCA training in the future. The clerk has also put her name down for future subsidised CiLCA qualification training with LALC, due to start in February if places allow. To keep the council updated. **CLERK**

### 16. Dates for future meetings

8<sup>th</sup> January 6.30pm

6<sup>th</sup> March 6.30pm

Signed by Chair.

Date.

A. signed copy is on file.

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