WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

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Wilpshire

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8 December 2021

Dear Councillor

You are invited to attend the meeting of Wilpshire Parish Council which will be held on Wednesday 15 December 2021 at 7.30pm in the Wesley Lounge at the Wilpshire Methodist Church, Ribchester Road, Wilpshire. Any resident within Wilpshire Parish boundary who wishes to participate in public participation or wishes to listen to proceedings is able to attend.

There will be a Covid procedure to follow if you wish to attend the meeting. If you wish to attend the meeting please email the clerk prior to the meeting. Please wear a mask.

LesleyLund

Lesley Lund

Clerk to the Council

The agenda is set out below.

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| Item |  |  |
| 1 | Chairman’s welcome |  |
| 2 | Apologies for absence |  |
| 3 | Declarations of interest |  |
| 4 | Public participation |  |
| 5 | Approval of the minutes of the meeting held on 3 November 2021 and any updates | attached |
|  | DECISIONS |  |
| 6 | Knowsley Road – Road Safety/Speeding min 4424  Update from Cllr Edwards and discussion on the way forward  Proposal and vote may be required | Cllr Edwards |
| 7 | Consultation from Persimmon Homes re development of land at Salesbury View  Previously circulated  Vote required re response from the Parish Council |  |
| 8 | Planning Applications  Consultation on planning application 3/2021/1082 proposed Advertisement framework 1 metre from the boundary of the charity land and the road footpath to enable temporary banner 2.5m x 1.5m maximum, up to 6 times a year for 3wks each time at The Homestead, Whalley Road, Wilpshire  To discuss at the meeting  Consultation on planning application 3/2021/1081 Proposed single storey extensions to side and rear at Little Acres 26A Whalley Road Wilpshire  WPC No objection  Consultation on planning application 3/2021/0749 Coppersend Whalley Road Wilpshire The application is for - Proposed construction of two storey rear extension.  WPC no objection  Consultation on planning application 3/2021/1062 proposed two storey side extension following existing roof line to include garage below with additional bedroom with balcony over.  Cladding of rear elevation. Following refused applications 3/2020/0780 and 3/2020/1076.at Burnside Parsonage Road Wilpshire  WPC no objection but note that this development is in the green belt  Consultation on planning application 3/2021/1015 The application is for outline planning permission for the construction of one permanent farm worker’s dwelling (only access details applied for).at Parsonage Farm Parsonage Road Wilpshire  To discuss at the meeting  Consultation on planning application 3/2021/1154 loft conversion with a side-facing dormer.  at 27 The Hazels Wilpshire  To discuss at the meeting  Consultation on planning application 3/221/1174 The application is for an extension to the rear including replacement of the existing garage at Fernbank Parsonage Road Wilpshire  To discuss at the meeting |  |
| 9 | RVBC are giving each parish a grant of £500 towards Platinum Jubilee celebrations next year.  Vote required to accept the grant. |  |
| 10 | Accounts for approval  J Omerod £40.00 remembrance wreath cheque 102180  L Lund reimbursement for lights and batteries 105.02 cheque no 102181  C Walton C0003809 September visits £372.12 cheque no 102182  C Walton C0003824 October visits “£412.20 cheque no 102183  L Lund December salary £470.90 – tax £94.00 = £376.90 cheque no 102184  HMRC £94.00 cheque 102185  Wm Robinson stone for fpath work inv 83335 £410.35 cheque 102186  P Mollart – inv 77 £1350.00 Labour for fpath works cheque no 102187  S Johnson Christmas trees expecting an invoice  Rewrwitten cheque Allianz Engineering £1145.16 the original cheque dated 17 March chq 102127 according to our records was never cashed – confirmation has been asked for from Allianz Engineering | All |
| 11 | Durham Road Play Area  Following the site visit discussion on the way forward and proposals  Tree Assessment Durham Road Play Area – request to contact original tree consultant for updated tree report  Vote required | All  Clerk |
| 12 | PRECEPT- papers circulated to members with the agenda  Discussion and vote will be required to set the Precept for 2022/2023 | All |
| 13 | Ways of Working  This item is on the agenda as a result of a recent complaint to the Council regarding the retrieval of emails it is also a chance to discuss the use of emails.  Communication – email - for discussion  Proposal – Clerk to explore other email systems that allow folders in order to separate topics.  All emails discuss only one topic which is in the title of the email.  Way forward – a vote is required | Cllrs and Clerk |
| 14 | Complaint to ICO case IC-140923-H8T6. Awaiting a case officer to be assigned .  When this is done a response is required within 20 working days for the Council to respond .  Proposal: when the notification comes through Clerk to arrange a special meeting in order to discuss the response to the ICO |  |
| 15 | Newsletter | C Ward |
|  | INFORMATION |  |
| 16 | Vacancies – vacancies advertised on the notice board and social media update from the Clerk |  |
| 17 | Meetings attended by Cllrs  Cllr Westwell to attend forthcoming PCL meeting  Code of Conduct training – Cllrs Westwell, Edwards, Gaffney, Clerk to attend forthcoming training sessions |  |
| 18 | Mandate change –  Barclays – no confirmation but assume it is now done  Skipton Building Society – a mandate signed by all current trustees on letterheaded paper  ongoing |  |
| 19 | Litter bin Knowsley Road – Any update from PCL committee re bin allocations? |  |
| 20 | Xmas Trees – min 4436  4 businesses are having Christmas trees this year. The Wilpshire Hotel is being renovated so I couldn’t contact them and there is scaffold outside. Trees should go up w/c29/11 grant from Parish Champion is £89.00 trees and the grant from RVBC xmas lights is £50.00 |  |
| 21 | Bench York Road – repair - update | Cllr Gaffney |
| 22 | Fence DRPP – any update | Cllr Gaffney |
| 23 | Footpath Matters  To discuss progress/update with the following:  A section of FP 5 bottom of Vicarage Lane, where the planking is rotting / parts of FP 25 adjacent to no 15 Hollowhead Ave / parts of FP 26, identified last year. | Cllr Gaffney/Ward |
| 24 | ICO response to the PC enquiry case no IC-141415-X6K6 subject - releasing information in respect of a complaint about the handling of a previous complaint and the releasing of the complainant name and also the cllr names on the email trail in respect of that complaint – circulated to cllrs prior to this meeting copy to be emailed to the complainant . ICO contacted in respect of whether the officer name should be redacted prior to it been sent. Reply received the officer name can be left in reply forwarded to complainant. |  |
| 25 | Attendance at meetings by Borough Councillors the Chairman has spoken to Cllr Hirst about this and in future if their attendance is required an item will be put on the agenda. |  |
| 26 | Next meeting – 26 January 2022 |  |