WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

5 Hollowhead Close

Wilpshire

BB1 9LE

Email: [wilpshireparishcouncil@gmail.com](mailto:wilpshireparishcouncil@gmail.com)

Website: [www.wilpshireparishcouncil.org.uk](http://www.wilpshireparishcouncil.org.uk)

1 March 2023

Dear Councillor

You are invited to attend the meeting of Wilpshire Parish Council which will be held on Wednesday 8 March 2023 at 7.30pm in the Wesley Lounge, Wilpshire Methodist Church, Ribchester Road, Wilpshire.

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  Cllr Burrows Cllr Roberts |  |
| 3 | Declarations of Interest |  |
| 4 | Public participation |  |
|  | DECISIONS |  |
| 5 | Approval of the minutes of the WPC meeting held on 18 January 2023 |  |
| 6 | Updates and items arising from previous minutes |  |

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| 7 | DRPA – works to the Play Area were scheduled for end March 2023 – progress  Trees bordering the Play Area – clerk to report  Yates Playgrounds asked to inspect the play area £180.00 + VAT per inspection  Decision required to decide inspection of 2 or 4 times a year.  Vote required | All – update |
| 8 | Items for the website |  |
| 9 | Accounts for approval  L Lund February and March 2023 salary 2 x £496.90= £993.80 – 198.76 tax = £795.04 cheque no 102267  HMRC tax £198.76 cheque no 102268  NW Air Ambulance - £105.00 cheque no102269  Little Green Bus - £155.00 cheque no102270  Samaritans – pay for a day £85.00 cheque no102271  Bowland Pennine Mountain Rescue Team - £105.00 cheque no102272  RVBC Grass cutting at Tippings Meadow £807.72 [VAT £134.62] cheque no 102273  Wilpshire Methodist Church – donation for rent of meeting room - £400.00  Remittances  None |  |
| 10 | Planning Applications since the last meeting  None |  |
| 11 | Footpath and Highway Matters   1. Potential Footpath Obstruction adjacent to Knolle.- loose fence – update Cllr Gaffney 2. Min 4667 Metal gates to replace stiles – purchased as agreed at the meeting held 18/01/2023 the contractor will fit them at £175.00 each regardless of access. 3. Min 4667 – Network Rail re collapsed fencing – on network rail work list   Vote ay be required: any further action to be taken | Cllr Gaffney |
| 12 | Coronation – any plans from the Parish Council  Red White and Blue flowers? – Triangle  PCLC some monies available from RVBC for specific projects ie the tea party– Cllr Gaffney to report under meetings |  |
| 13 | HMRC – fine for £200 reason late return October – [all payments on time up to date]. Clerk has again appealed. | All |
| 14 | Governance to approve:  Asset Register – updated two items added to the Register  Risk Assessment – amended and updated  Summary of Insurance – updated | All |
| 15 | Slow Sign – progress re permission to site top of Hollowhead Lane | Cllr Gaffney |
| 16 | Doomsday book – ideas to display? Added to Asset Register  Vote may be required | All |
| 17 | Newsletter | All |
| 18 | Care Home Knowsley Road – update | Cllr Foote |
| 19 | Litter Bins | Cllr Ward |
| 20 | Annual meeting of electors – date to be agreed – proposed 19 April 2023 | All |
| 21 | Payroll – request to move the payroll to professional accountants Beckett Rawcliffe – quotation £100.00 pa if simple and one employee. Suggestion move from 1 April 2023 if agreed by Council  Decision and Vote required | All |
| 22 | Equality and Diversity draft policy and statement of intent  To approve | All |
| 23 | Cyber Security Policy and Councillor guidance  To approve | All |
| 24 | Civility and Respect Pledge  Ie  *Wilpshire Parish Council makes a commitment to stand up against bullying, harassment and intimidation.* To read more:  [Civility and Respect Project (nalc.gov.uk)](https://www.nalc.gov.uk/our-work/civility-and-respect-project?utm_source=MEMBERS&utm_campaign=d248cbcdfc-EMAIL_CAMPAIGN_2018_06_08_03_15_COPY_01&utm_medium=email&utm_term=0_206970988f-d248cbcdfc-379839634&mc_cid=d248cbcdfc&mc_eid=3f6f0b5714)  Decision to adopt? | All |
| 25 | Handrail on path off A666 Min 4650 and 4683 refers  Is PC prepared to explore in principle the provision of a handrail on the steps | All |
| 26 | Meetings attended by Cllrs  PCLC – Cllr Gaffney to report | Cllr Gaffney |
| 27 | Salesbury Memorial Hall – Safe Campaign – Access/Egress – invitation received from Salesbury Memorial Hall Committee to attend meeting/function | Cllr Gaffney |
| 28 | Removal/Felling of trees by Wilpshire Golf Club | Cllr Gaffney |
| 29 | Election- meeting for prospective candidates at RVBC 13 March – more details | All |
|  | INFORMATION TO NOTE |  |
| 30 | LCC Parish Delivery Scheme 2022 – 2023 WPC application £500 - still not received in bank account as yet up to latest bank statement |  |
| 31 | Pensions Regulator – declaration renewed – no employees in pension scheme |  |
| 32 | Proposed Schedule of meetings to the end of 2023  **2023**  Wednesday 19 April – Annual Meeting of Electors  Wednesday 10 May – Annual Meeting of the Parish – in an election year this has to be held within 14 days of the election  Wednesday 21 June – Ordinary Meeting  Wednesday 26 July – Ordinary Meeting  Wednesday 6 September – Ordinary Meeting  Wednesday 11 October – Ordinary Meeting  Wednesday 15 November – Ordinary Meeting  Wednesday 20 December – Ordinary Meeting |  |
| 33 | Dales Rail | Cllr Ward |
| 34 | Any Other Business |  |
| 35 | Next meetings – Annual meeting of electors 19 April 2023 Annual meeting of the parish council Wednesday 10 May 2023 - [AGM] |  |