WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

5 Hollowhead Close

Wilpshire

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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 – progressTrees bordering the Play Area – clerk to reportYates 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 102267HMRC tax £198.76 cheque no 102268NW Air Ambulance - £105.00 cheque no102269Little Green Bus - £155.00 cheque no102270Samaritans – pay for a day £85.00 cheque no102271Bowland Pennine Mountain Rescue Team - £105.00 cheque no102272RVBC Grass cutting at Tippings Meadow £807.72 [VAT £134.62] cheque no 102273Wilpshire Methodist Church – donation for rent of meeting room - £400.00Remittances None |  |
| 10 |  Planning Applications since the last meetingNone |  |
| 11 | Footpath and Highway Matters1. 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 CouncilRed White and Blue flowers? – TrianglePCLC 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 updatedSummary 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 RegisterVote 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 CouncilDecision and Vote required | All |
| 22 | Equality and Diversity draft policy and statement of intentTo approve | All |
| 23 | Cyber Security Policy and Councillor guidanceTo approve | All |
| 24 | Civility and Respect PledgeIe  *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 refersIs PC prepared to explore in principle the provision of a handrail on the steps  | All |
| 26 | Meetings attended by CllrsPCLC – 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 ElectorsWednesday 10 May – Annual Meeting of the Parish – in an election year this has to be held within 14 days of the electionWednesday 21 June – Ordinary MeetingWednesday 26 July – Ordinary MeetingWednesday 6 September – Ordinary MeetingWednesday 11 October – Ordinary MeetingWednesday 15 November – Ordinary MeetingWednesday 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] |   |