WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

5 Hollowhead Close

Wilpshire

BB1 9LE

Email: wilpshireparishcouncil@gmail.com or info@wilpshireparishcouncil.org.uk

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

14 May 2025

Dear Councillor

You are invited to attend the annual meeting of Wilpshire Parish Council which will be held on Wednesday 21 May 2025 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 |  Chair’s welcome |   |
| 2 | Election of Chair for the next 12 monthsNominations and vote required | All |
| 3 | Apologies for absence Cllr Craig Ward Cllr I Roberts |  |
| 4 | Public Participation |  |
| 5 | Election of Vice Chair for the next 12 months Nominations and vote required | All |
| 6 | SignatoriesBank: Cllrs Ward/Gaffney/BriffettBuilding Society – Cllrs Ward/Gaffney/Briffett/and Foote  | All |
| 7 | Representation on other bodiesParish Council Liaison -LALC –  | All |
|  | DECISIONS |  |
| 8 | Approval of the minutes of the WPC meeting held on 16/04/2025 and there are no minutes of the annual meeting of electors as no electors were present | All |
| 9 | Updates and items arising from previous minutes Brambles – top Hollowhead Close – further cutting back required as encroaching onto grassed pathway |  |

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| 10 | Items for the website  |  All |
| 11 | Accounts for approval C Walton inv-4419 March 2025 28.5 hrs x £12.50 £356.25 cheque no 102445L Lund May Salary £539.68 – tax £108.00 = £431.68 cheque no 102446LLund reimbursement book of stamps £6.96 cheque no 102445Clear Council insurance policy premium £995.06 [includes admin fee £50 and ins premium tax £101.26] 1 June 2025 – 31 May 2026 cheque no 102447HMRC £ 108.00 tax + Employer NI £18.40 = £126.40 cheque no 102448The Outside Office – Internal Auditor £ cheque no 102450Already approved at 16 April meetingDonationsNWAmbulance £110.00 cheque no102451Little Green Bus £160.00 cheque no 102452Samaritans £90.00 cheque no102453Bowland Mountain Rescue £110.00 cheque no102454A Gaffney reimbursement £ 26.00 wildflower seeds cheque no 102455 | All |
| 12 |  Planning Applications since the last meeting3/2025/0227 10 Hollies Road Proposed single storey extension to the rear WPC – No objection/comment3/2025/0285 Reserved Matters erection of two bedroom detached farm workers dwelling 1.5 storey with attached single garage pursuant to outline application 3/2021/1015WPC-3/2025/0205 46 Durham Road – single storey extension to the rear WPC- No Objections |  |
| 13 |  Lengthsman – Council to agree contract renewalContract due for renewal 31 May 2025- Offer to current lengthsmanTender for workVote required  |   All  |
| 14 | Felling of Mature Trees in Wilpshire – resident contacted the Council with concerns about the felling of the trees in Wilpshire and whether TPOs could be put on some mature trees of amenity value around the parish. The resident has also contacted Countryside Officers at RVBC |  |
| 15 | Drains – following the reply from LCC Cllr Roberts offered to monitor the situation it is believed that some drains were cleaned on Whalley Road but Cllr Roberts would like LCC to come and inspect the drains , - Decision on way forward required. | Cllr Roberts |
| 16 | Wilpshire Triangle – wild flower seeds | Cllr Gaffney |
| 17 | Sunnyside Avenue – 8 trees, tidying bases & plants – update | Cllr Gaffney |
| 18 | RVBC BT consultation removal of payphone Whalley Road – opposite Sunnyside Avenue –response sent to RVBC:Wilpshire Parish Council would like to see the payphone kiosk  01254 245307 which is situated opposite Sunnyside Avenue Wilpshire retained.  the reason for this is that although many people use their mobile phones if the mobile network goes down [as was the case in Lancaster a few years ago] then the payphone kiosk is an essential communication tool. | All |
| 19 | Footpath /Highway matters Meetings attended by Councillors |  |
| 20 | Proposed bench and table at DRPA- Estimate from Ark Plastics Ltd - £800.00 + VAT £160.00 – Parish Champion grant scheme is closed until 27 May 2025 – the grant will be put in then | Cllr Gaffney/Clerk |
| 21 | Internal Auditor’s report – to receive and approve –[AGAR]Decision | Clerk |
| 22 | Governance Statement - to receive and approve - [AGAR]Decision |  |
| 23 | Annual Accounts Statement – to receive and approve - [AGAR]Decision |  |
| 24 | Approval for Clerk to send the AGAR to the external auditors |  |
| 25 | SPIDS It is believed the first two SPIDS should be in place w/c 19 May2025. |  |
| 26 | VE DAY – Thanks to Cllr Gaffney for putting up the bunting etc |  |
| 27 | Remembrance Soldier repairs | Cllr Gaffney |
| 28 | PNFS Renewal of membership - £30.00 per annum  | Cllr Gaffney |
| 29 | Bench Bridlepath – response from Ingham and Yorke  | Cllr Gaffney |
| 30 | Daffodil cutting Lyndale Close open space | All |
| 31 | Consultation via RVBC in respect of North East Blackburn Masterplan Consultation which runs from 12 May – Monday 9 June 2025 – deadline for comments 9 June 2025 5pm | Letter attached |
| 32 | Notification of appeal – APP/T2350/W/25/3364766 4 Dewhurst Row Longsight Road Langho re:Variation of condition 11 (holiday let restriction) of planning permission 3/2022/0030 (Substitution of cottage type for unit one of the holiday cottages approved under 3/2020/1025 to increase the maximum letting time to one person/group of persons from 28 days to 90 days in any calendar year. | Letter circulated prior to this meeting |
| 33 | Any other matters for discussion and inclusion on the next agenda |  |
| 34 | Next meeting – 25 June 2025 – ordinary meeting |   |