WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund Chairman: Cllr Craig Ward

5 Hollowhead Close

Wilpshire

BB1 9LE

Email: [wilpshireparishcouncil@gmail.com](mailto:wilpshireparishcouncil@gmail.com) or [info@wilpshireparishcouncil.org.uk](mailto:info@wilpshireparishcouncil.org.uk)

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

23 June 2025

Dear Councillor

You are invited to attend the annual meeting of Wilpshire Parish Council which will be held on Wednesday

2 July 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.

|  |  |  |
| --- | --- | --- |
| Item |  |  |
| 1 | Chair’s welcome |  |
| 2 | Apologies for absence  Cllr James Foote |  |
| 3 | Public Participation |  |
| 4 | Declaration of interests | All |
| 5 | Approval of the minutes of the WPC meeting held on 21/05/2025. | All |
| 6 | Updates and items arising from previous minutes  Brambles – top Hollowhead Close – further cutting back required as encroaching onto grassed pathway- has this been done?  VE Day grant80th Anniversary – RVBC - £500 grant received | All |
|  | Felling of Mature Trees in Wilpshire – resident has now received a reply from the Countryside Officer  External Audit – all documents sent to the Auditors for an opinion  Daffodil cutting Lyndale Close – letter sent  RVBC BT consultation removal of payphone Whalley Road – opposite Sunnyside Avenue –response sent to RVBC: BT response received and forwarded from RVBC the kiosk will be removed. |  |
| 7 | Proposal for a flagpole in the Wilpshire Triangle –  No planning permission required  Approx £1000.00 + VAT - would it be possible to use the £500 VE Day grant to part fund?  discussion/decision | Cllr Gaffney |
| 8 | VE DAY GRANT from RVBC discussion and decision re how to spend it | All |

|  |  |  |
| --- | --- | --- |
| 9 | Items for the website | All |
| 10 | Accounts for approval  L Lund June Salary £539.68 – tax £108.00 = £431.68 cheque no 102456  L Lund July Salary £539.68 – tax £107.80 = £431.88 cheque no 102457  HMRC £252.60 tax + £36.80 Employers NI total = 289.40 cheque no 102458  PNFS £30.00 membership renewal – agreed at the meeting held on 21 May 2025 104259  Altham PC £317.50 SPIDS commencing 26/27 May 2025 cheque no 102460  C Walton invoice 4450 = May £493.75 cheque no 102461  VAT refund 24/25 applied for to HMRC  Concurrent function grant applied for to RVBC  Parish Champion Grant applied for in respect of bench/table at DRPA | All |
| 11 | Planning Application Consultations since the last meeting  None at the time of agenda preparation |  |
| 12 | RVBC – grounds maintenance contract 2025/26 for a six week period from 1 April 2025  Discussion/Decision re renewal | All |
| 13 | 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 |
| 14 | Meetings attended by Councillors | All |
| 16 | Footpath/highway matters | All |
| 16 | Proposed bench and table at DRPA- Estimate from Ark Plastics Ltd - £800.00 + VAT £160.00 – Parish Champion grant applied for £400– | Cllr Gaffney/Clerk |
| 17 | SPIDS – data now received and circulated to councillors  To discuss way forward and also the next session of the SPIDS  discussion/decision | All |
| 18 | Durham Road Play Area  – repair required to wooden trail – photo shared to cllrs | All |
| 19 | Fingerpost – Clerk has spoken to the contractor who is getting on with the renovation of the directional fingerpost – he is now aware of the broken collar and has ideas on how to fix it. Of course this will be extra cost to the original quote.  Decision required by Council to accept extra cost for the extra repair not contained in the original estimate | All |
| 20 | Durham Road field area – email from resident – circulated prior to this meeting re cutting back of overgrown area behind property as it covers a drain which needs to be accessible  Decision | All |
| 21 | INFORMATION - Concurrent Function Grant applied for and VAT refund sent in for 24/25 | Information to all |
| 22 | Any other matters for discussion and inclusion on the next agenda |  |
| 23 | Next meeting – 6 August 2025 – ordinary meeting |  |