

WILPSHIRE PARISH COUNCIL

CLERK: Lesley Lund
5 Hollowhead Close
Wilpshire
BB1 9LE

Chair: Cllr Craig Ward

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3 December 2025

Dear Councillor

You are summoned to attend the meeting of Wilpshire Parish Council which will be held on Wednesday 10 December 2025 at 7.30pm in the Wesley Lounge, Wilpshire Methodist Church, Ribchester Road, Wilpshire.

James Reilly – Easy Websites to give presentation prior to the meeting at 7.00pm

Lesley Lund

Lesley Lund
Clerk to the Council

The agenda is set out below.

Item		
1	Chair's welcome	
2	Apologies for absence Cllr A M Keegan	
3	Public Participation	
4	Declaration of interests	All
5	Approval of the minutes of the WPC meeting held on 05/11/2025.	All
6	Updates and items arising from previous minutes drains cleansing – Knowsley Road Whalley Road near to the Knolle and Hollowhead Lane – email sent to Highways, LCC – reminder email sent and reply was it was still being investigated - Hollowhead Lane Precept 26/27 set at £23,400.00 – request sent to RV BC	All

7	New Website – Decision	All
8	<p>Wilpshire Coffee morning – request for donation –</p> <p>The Clerk forwarded further information to cllrs in this respect prior to this meeting. Basically a calculation had been done based on the number of over 65s in each parish and a suggested donation was given. In respect of Wilpshire the figure was £731.00 Salesbury - £140.40 Clayton le Dale £497.81 and Ramsgreave £230.72 but it was confirmed that any donation would be appreciated and that the coffee morning is open to anyone within the parishes regardless of age. It was stated that it would be really beneficial if this was a yearly commitment and this would make the coffee morning more sustainable. Ramsgreave PC would manage the finances.</p> <p>Decision required: amount of donation. Would the donation agreed by Wilpshire Parish Council be a one off with an annual commitment or a one off donation.</p>	All
9	Newsletter 2026 -	All

10	Items for the website	All
11	<p>Accounts for approval</p> <p>L Lund December Salary £557.10 – tax 557.10 – tax £111.60 = £445.50 cheque no 102488 HMRC £111.60 tax Dec and Employer NI £21.01 total = £132.61 cheque no 102489 L Lund reimbursement for poppy wreath £20.00 cheque no 102490 Paul Mollart £70.00 – strimming of footpath at side of Little Snodworth livery yard cheque no 102487 C Walton invoice 4514 September 2025 £373.50 cheque no 1024 91 - awaiting timesheet C Walton invoice 4515 October 2025 £690.95 cheque no 102492 - awaiting timesheet The Palm Tree Company 6 x £20 per tree = £120.00 cheque no 102493 Duncan Armstrong - refurbishment of boundary sign Whalley Road and direction sign near Wilpshire Hotel £ cheque no 102494</p>	All
12	<p>Planning Application Consultations since the last meeting</p> <p>3/2025/0801, Land to east of Salesbury View Wilpshire BB1 9PJ - The application is for - Proposed erection of new residential development comprising 80 new homes, including 30% affordable housing, open space and associated infrastructure.</p> <p>WPC – Objection to this application for the following reasons:</p> <p>1-Persimmon Homes has already been refused planning permission twice on this site. The Planning Inspectorate refused an appeal for the following reasons which are also applicable to this application</p>	

	<p>with only 5 houses less than the previous application. The proposal and house types would fail to deliver a high quality visually attractive development sympathetic to the street scene and will still appear incongruous on the hillside to the detriment of visual amenity and be contrary to paragraphs 129 and 135 of the Framework.</p> <p>2-The proposed development on a steep hillside at the edge of the Wilpshire settlement adjacent to Green Belt would be viewed for miles around and will spoil the unique character of Wilpshire, the 'Gateway to the Ribble Valley' and will lessen the importance of the ribbon of Green Belt that prevents Urban sprawl.</p> <p>3-The only access and exit to the proposed development is Salesbury View, a short narrow and steep road that will be expected to carry at least 150 cars and multiple times journeys from 80 houses onto Whalley Rd.</p> <p>4-LCC Highways in the last application stated that they 'are unable to accept the spine road/site road area gradients as they are steeper than 1 in 12 and REQUIRE amendments to be made to ensure that the internal carriageway and internal pedestrian links do not exceed this limit. The spine road has not changed and these LCC Highway concerns are still applicable to this application on this site.</p> <p>5-Warrenside Close and Walden Road were cited by the Inspector as positively contributing to an area are in fact in Blackburn with Darwen, which being a town has an overall higher density of housing with different characteristics to the Ribble Valley.</p> <p>6-There is a very large volume United Utilities Trunk water main running through the application site- the route of this pipe has not been exactly determined by United Utilities and may affect the proposed layout as UU will not allow building over or in close proximity to their infrastructure.</p> <p>7-There is a significant flood risk due to the steep nature of the site with drainage likely being overwhelmed in times of high rainfall, creating an ice rink in winter.</p> <p>8-Ribble Valley has exceeded housing numbers required by Government and can demonstrate a supply in excess of the 5 yr requirement, negating the need for housing at Salesbury View which will cause an adverse effect on the wider landscape of the area.</p> <p>Extra comments in addition to the above sent:</p> <p>9. It has been reported to residents close to the application by United Utilities engineers that the drainage on the A666 is not of a modern standard and would not be capable of taking the extra water run off from the application.</p> <p>10. the house building alongside the RVBC boundary with Blackburn with Darwen along Yew Tree [Drive A6119] and the proposed 1500 houses on the site bounded by Parsonage Road Brownhill Drive [A6119] and Sunnybower is creating a conurbation that should be delineated and separated by Green Belt/fields which this application, if successful, will only add to that pressure.</p> <hr/> <p>3/2025/0887 53 Knowsley Road Wilpshire BB1 9PN – proposed construction of detached garage in the front garden</p> <p>WPC – objects to this application in respect of the height, imposing size and proportions of the proposed detached garage in the front garden of the property.</p> <hr/> <p>3/2025/0831, Wilpshire Lane Cottage Vicarage Lane Wilpshire BB1 9HY - Proposed two storey extension to dwelling.</p> <p>WPC – no objection</p>	
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13	<p>AGAR – Audit – Assertion 10 update</p> <p>The 2025 edition of the Practitioners’ Guide introduces a new requirement (Assertion 10: Digital and Data Compliance), which sets out that:</p> <ol style="list-style-type: none"> 1. Councils must use official email addresses and websites that are based on a council-owned domain. – info@wilpshireparishcouncil.org.uk 2. Council websites must continue to meet accessibility regulations (currently WCAG 2.2 AA) and other pieces of legislation - see attached. – ongoing see item 12 3. Councils must have an IT policy in place. – attached I have also attached a Record Retention Policy <p>Records Retention Policy - adopted by WPC</p> <p>IT policy – adopted by WPC</p> <p>The Clerk is asking for the Council to sponsor her to attend an internal auditor course which combined with GDPR and ICO courses should help re the AGAR governance and finance questions.</p>	
14	<p>Drains – lots of floods appearing in the recent downpours</p> <p>Whalley Road near to The Knolle, further along near to 40 mph zone, Hollowhead Lane water running down hill – latest reply still under investigation – 19/11</p>	Clerk
15	<p>Meetings attended by Councillors</p> <p>1 November AGM -LALC</p> <p>PCL 13 November 2025</p>	All
16	<p>Footpath/highway matters</p> <p>Tree blockage between Vicarage and Durham Drive – Cllr Gaffney- this has already been reported by a resident PATH NUMBER: FP0346018 REPORT REFERENCE: PRW-157448 – any progress?</p>	All
17	<p>Proposed bench and table at DRPA- progress re plaque</p>	Cllr Gaffney
18	<p>Durham Road Play Area</p> <p>To discuss any issues and suggested improvements</p>	All
19	<p>Lengthsman – any jobs?</p>	Cllr Gaffney
20	<p>Trees – Cllr Ward met with the Countryside Officer at RVBC</p>	Cllr Ward
21	<p>LEF Green Grant - £3000 – progress</p> <p>Discussion and/or Decision</p>	Cllr Gaffney
22	<p>Proposed bench at the Ramsgrave/Wilpshire Railway Station – Any update?</p> <p>Estimate from Ark Plastics £685.00 + VAT = £822.00</p>	Cllr C Ward/Cllr Gaffney
23	<p>Wilpshire Methodist Church is closing on 31 August 2026 – items to re-house:</p>	

	<ol style="list-style-type: none"> 1. Brass and wood plaque 1st World War soldiers potentially move to the Memorial Hall? 2. Re- siting of the Remembrance Obelisk and plinth and plaque possibly to St Peters Church? 3. Cross with the names of second world war Wipshire soldiers inscribed upon it. 4. Re-siting of the bench in the church yard to another location. <p>Discussion and decision</p>	
24	<p>Footpaths</p> <p>FP 18 two trees down - reported to PROW LCC - any progress?</p>	Cllr Gaffney
25	<p>Training new clerk and cllrs – new dates now available – 25 November 2025 or 13 January 2025</p> <p>Chair share and learn sessions are free and the next is on 6 December 2025 10-11am</p> <p>Updates on Clerk training</p> <p>Clerk permission to attend Data Protection and GDPR – 3 Nov 2025 part 1</p> <p>And part 2 on 17 Nov 2025- @ £35 per session - completed Clerk to share information for January meeting</p> <p>FOI for councils - £35 - 10 December 2025</p> <p>Decision:re any training cllrs would like to attend</p>	
26	<p>Clerk requests permission to attend an internal audit course via Principles of internal auditing for local councils [PIALC] at a cost of £120.00 . This training can be done over a 12 month period on line and it is recommended to commence in January as this gives the full 12 months to complete if required</p> <p>Decision required</p>	All
27	Kings Award for Voluntary Service	Cllr Gaffney
28	<p>Parish Council purchase of Council laptop and setting up by a professional</p> <p>Decision:</p>	Clerk
29	LCC – Disposal of land Whalley road – originally contacted the Parish Council in April – just to ask if any further consideration had been given to the matter.	All – email circulated prior to the meeting
30	<p>Next meetings –</p> <p>Wednesday 14 January 2026 - ordinary review of internal auditor</p> <p>Wednesday 4 March 2026- ordinary</p> <p>Wednesday 15 April 2026 – Annual Meeting of Electors followed by WPC meeting</p> <p>Wednesday 13 May 2026- Annual meeting of the Council</p> <p>Wednesday 17 June 2026- ordinary</p> <p>Wednesday 29 July 2026- ordinary</p> <p>Wednesday 9 September 2026- ordinary</p> <p>Wednesday 21 October 2026 -ordinary</p> <p>Wednesday 2 December 2026-ordinary</p>	

