

Pendleton Parish Council

Clerk: Becky Moon

Email: clerk@pendletonparishcouncil.org.uk

Local Government Act 1972 Meeting of Pendleton Parish Council

Members of the Council are hereby summoned to a Meeting of the Parish Council to be held in person on Wednesday 5th February 2025 at 7:30pm at Pendleton Village Hall, Pendleton

R. Moon (Clerk & RFO)

MINUTES

1. **Introduction**

Chair to welcomed Councillors and members of the public, and explained the process for any public participation at Agenda point 4.

2. **Attendance and apologies for absence**

In attendance Chair Cllr Robert Whitwell, Cllrs Ruth Cowperthwaite, Cllr Brian Marsden, Cllr Nicola Dobson and Cllr Wilf Monk. Also in attendance the Clerk.

3. **Declarations of interest.**

There were no declarations of interests received.

4. **Public Participation (max 5 mins per person)**

There were no members of the public present

5. **Minutes of previous meeting.**

To resolve to confirm the accuracy of the Minutes of Pendleton Parish Council meeting held on Wednesday 6th November 2024 - to be signed off by the Chair.

RESOLVED – 05.01.01

Minutes were agreed and signed by the Chair

6. **Any matters arising from the minutes & not covered on this Agenda (resolutions closed & not required to be on this Agenda).**

- Precept update from the Clerk.
The Clerk informed the Precept request had been delivered to RVBC

Pendleton Parish Council

Clerk: Becky Moon

Email: clerk@pendletonparishcouncil.org.uk

before the closing date in December 2024. She also confirmed that RVBC had requested an explanation for the increase in the Precept. It was confirmed that the budget had been sent and explanation that the expenditure was necessary.

- LALC membership.
The Clerk confirmed that LALC had been informed that the Council wish to reinstate the membership with immediate effect.

7. Financial Reporting.

By the Responsible Financial Officer:

1. To receive and note the monthly report of finances for y/e 31 January 2025. Bank balance £1,518.10
2. Authorise payment of expenditure between November 2025 – February 2025.
 - Clerk wage up to 1 February
 - Hours £309.38
 - Working from home cost £ 78.00
 - Mileage £ 3.15
 - Easy Website DD per month
January 2025 – March 2025 £33.00 inc VAT

RESOLVED – 02.01.02

Payments for expenditure listed was approved.

3. To receive and note update on PPC change in bank account.

The Clerk informed the application with NatWest was ongoing and Bankline account for dual authorisation had been requested. Cllrs Whitwell and Cowperthwaite were asked to check emails from NatWest.

4. Clerk wage increase 2025. Review and resolve the Clerks request for an hourly rate increase.

RESOLVED – 02.04.03

Members noted the Clerk had not received a wage increase in 2024 and approved an increase to £14.75 per hourly with immediate effect.

Pendleton Parish Council

Clerk: Becky Moon

Email: clerk@pendletonparishcouncil.org.uk

5. Discuss possible grant fundings available.

Members were informed that Cllr Birtwhistle had informed the Clerk that there could be local grant funding available in 2025, however was awaiting further information. Members noted that the existing Parish noticeboard on Clitheroe Road was unusable, and the Clerk was asked to look at noticeboard prices.

6. Auditor 2025 update.

The Clerk informed Member that she had contacted RVBC for advice and had also spoken with a neighbouring Parish's Clerk to enquire who their auditor was. Cllr Marsden to approach the accountant who undertakes the Church books. Clerk to contact Sabden Clerk for advise as to who they use.

8. **Whalley Road safety concerns around the bus stop area.**

To receive updates from meeting actions agree in November 2024 meeting, with regard to the bus stop area from Cllr Monk, the Clerk and Cllr Birtwhistle.

Members were informed that a representative from LCC was happy to meet with Council representatives and Cllr Birtwhistle to discuss possibilities with regard to the bus stop. Members noted there had been an increase in school children using the bus stop. Cllr Monk had reported the bus stop on Love Your Streets App, in addition he noted that there was 6 inches of turf covering the flags. Members discussed the need for a covered bus stop.

RESOLVED – 08.01.04

Members agreed that Cllrs Marsden and Monk to meet with the representative from LCC. Cllr Marsden to contact the landowner and ask them to be present. Both Cllrs to liaise with the Clerk who would contact the representative from LCC and Cllr Birtwhistle and arrange the meeting. The meeting to be held before the meeting in May and where the Cllrs Monk & Marsden would report back to Councils

9. **Lengthsman & village maintenance Program.**

Receive updates with regard to the Lengthsman Scheme

Members were informed that the Clerk of the Scheme had requested the work required.

RESOLVED – 09.01.05

Cllr Cowperthwaite to meet with the lengthsman from the scheme to give a tour of the areas which need grass cutting. Information to be sent to Clerk of

Pendleton Parish Council

Clerk: **Becky Moon**

Email: clerk@pendletonparishcouncil.org.uk

scheme before the end of March 2025.

10. Pendleton Brook.

1. To received updates from the Clerk and Cllr Marsden with regard to the actions raised about the maintenance of Pendleton Brook.

Cllr Marsden had sent a report from Ribble Rivers Trust when included information of the vegetation, the report had been circulated prior to the meeting. The Clerk informed Members that ownership had not been established as private after contacting the estate management and Borough Council. Maintenance of minor waterways are the responsibility of Lancashire County Council.

2. Create a Pendleton Brook Working Party. Minimum of two Council Members required and residents may also volunteer. Council Members, who are on the working party, will create maintenance plan and report to the Council at next meeting.

RESOLVED – 10.02.06

It was agreed that Cllrs Marsden and Monk head up the Pendleton Brook Clean Up Working Group. It was agreed that the Clerk create an email requesting volunteers and Cllr Marsden contact the Village Hall to arrange a date for the clean up day before the end of February, preferably a Saturday morning. The Clerk to contact Ribble Rivers requesting support to ensure the clean up adhered to ecological requirements.

11. Bus Services through Pendleton Village.

To receive updates from the Clerk with regard to the query from residents about reinstating a bus service through the village.

Members were in the Lancashire County Council noted the request and will review. Members asked the Clerk to follow up before the next meeting. Members noted that the Little Green Bus is available to those residents who require in the Ribble Valley. The Clerk to obtain further information of the service and circulate prior to next meeting.

12. Councillor Emails.

To receive updates from Members.

It was noted that all Members except Cllr Whitwell and Cllr Marsden had set up a separate account, the Clerk reminded Members of the importance that the email is set up and asked for this to be done before the next meeting and confirm

Pendleton Parish Council

Clerk: Becky Moon

Email: clerk@pendletonparishcouncil.org.uk

with Clerk when done.

13. Partnership Meetings and RVBC update.

1. To receive reports from external partners and meetings which impact on the Parish area e.g., LCC, RVBC updates.

None given

2. Receive update from Cllr David Birtwhistle from RVBC.

Cllr Birtwhistle had been unable to attend the meeting, updates unavailable.

3. Cllr Cowperthwaite informed Members that the Village Hall was booked on 7th May for another Parish's meeting.

RESOLVED – 13.03.07

Members resolved that the next meeting which would include the AGM would be held on 6th May 2025 at 7.15pm.

14. Matters brought forward by Cllrs & Clerk as INFORMATION only

No debate, resolutions or actions should arise from this item. If necessary, items should be deferred as agenda items for the next meeting.

**Next meeting and AGM to take place Tuesday 6th May 2025 7.15pm
at Pendleton Village Hall, Pendleton.**

**Agenda items and Reports for the meeting to be submitted to the Clerk – by
midday Wednesday 30th April 2025.**

The meeting was closed at 8.48pm

**All our Agendas, and Minutes, together with further information about your Parish
Council and its news can be found on our website at www.pendletonparishcouncil.org.uk**