

## Local Government Act 1972 Meeting of Pendleton Parish Council

Meeting of the Parish Council on Wednesday 19<sup>th</sup> November 2025 at 7:30pm at Pendleton Village Hall, Pendleton

### MINUTES

1. **Introduction**  
The Chair welcomed Councillors to the meeting and explained the process for public participation.
2. **Attendance and apologies for absence**  
In attendance Cllr Robert Whitwell (Chair), Cllr Nicola Dobson, Cllr Ruth Cowperthwaite, Cllr Wilf Monk and Cllr Brian Marsden. The Clerk was also present.
3. **Declarations of interest.**  
None were received.
4. **Public Participation (max 5 mins per person)**  
No public were in attendance.
5. **Minutes of previous meeting.**  
To resolve to confirm the accuracy of the Minutes of Pendleton Parish Council meeting held on 20<sup>th</sup> August 2025 - to be signed off by the Chair.  
**RESOLVED 05.01.01 - That the Minutes be approved as a true and accurate record 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).**

No matters were raised

# Pendleton Parish Council

Clerk: Becky Moon

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## 7. Precept and Budget 2026/27

- 7.1 Review Cashbook and Budget circulated by Clerk.
- 7.2 Resolve Budget 2025-26
- 7.3 Resolve Precept to be submitted to RVBC.

The Clerk presented the cashbook and draft budget. Insurance provision was increased to £600 to allow for potential rises. The Lengthsman funding from Lancashire County Council has ceased. Website provision increased to £400. Reserves remain low and require gradual rebuilding. The Clerk stated she would not seek a pay increase until the next budget.

**RESOLVED 07.01.02 - The 2026/27 Precept be set at £4,500. Budget agreed.**

## 8. Planning

**Discuss and resolves action or comments for planning applications notification received from RVBC.**

### **Planning Application No: 3/2022/0317**

Grid Ref: 374475 440590

Proposal: Reserved Matters application in respect of Phase 5 and 6 to include access, appearance, landscaping, layout and scale with respect to 265 dwellings following outline approval 3/2015/0895.

Location: Land at Higher Standen Farm and Part Littlemoor Farm Clitheroe

**RESOLVED 08.01.03 - No additional comments to be submitted at this stage.**

### **8.2 Discuss and resolve any actions regarding Planning Policy Study and Draft Settlement Profiles**

Draft Settlement Profiles – No formal comments submitted.

## 9. Financial Reporting.

By the Responsible Financial Officer:

### **9.1 To receive bank balance as at**

29<sup>th</sup> September 2025 £1,294.74 - Barclays

31<sup>st</sup> October 2025 £127.00 – NatWest

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## 9.2 Authorise payment of expenditure between August 2025 – November 2025.

- Clerk wage up to 18<sup>th</sup> November 2025 – total **£ 374.80**
  - Hours incl holiday hours £295.00
  - Working from home cost £ 78.00
  - Mileage £ 1.80
- Easy Website DD per month  
November 2025 – February 2026 £33.00 inc VAT
- Sabden Parish Council  
– lengthsman scheme (invoice 15) £179.00

**RESOLVED 09.02.04 – expenditure to be paid**

## 9.3 Concurrent grant 2025

The Clerk informed Members a payment of £127.00 had been received from RVBC

## 9.4 NatWest bank account access

The Clerk to liaise with Cllrs Cowperthwaite and Whitwell.

## 9.5 Little Green Bus donation 2025-26

Members discuss whether a donation was within the budget.

**RESOLVED 09.05.05 - No donation to Little Green Bus for 2025-26.**

## 10. Hedge cutting along Whalley road in particular near Lime house farm. Discuss concerns and resolve matters which may arise.

Cllr Monk had been approached by a resident with regard an overgrown hedge on Whalley Road. The Clerk informed members that responsibility would lie with the landowner unless obstructing the highway or footpath – Lancashire County Council should be contacted. Clarification to be sought regarding the exact location.

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- 11. Whalley Road safety concerns around the bus stop area & application for the RVBC Shared Prosperity & Jubilee Funds.  
Receive updates from the Clerk and Cllr Birtwhistle**

The application for the Shared Prosperity and Jubilee fund grant for bus stop from RVBC was unsuccessful. Members expressed great disappointment. Residents may raise concerns independently with Ribble Valley Borough Council and Lancashire County Council. The Clerk to speak to Cllr Birtwhistle for further information.

Concerns were raised regarding the dumping of road cat's eyes in the hedgerow. Photographs to be provided to the Clerk and a formal complaint submitted to Lancashire County Council.

- 12. Lengthsman & village maintenance program.  
1. Receive any updates with regard to the Lengthsman Scheme. Resolve any matters arising.**

Withdrawal of Lancashire County Council funding noted. Future arrangements to be reviewed once further clarity is received. The Clerk to contact Sabden Clerk to request a meeting.

- 13. Pendleton Brook.  
13.1 To receive updates from the Pendleton Brook Working Party – Cllr Monk & Cllr Marsden.**

No formal updates received, clearance days to be arranged in 2026, the Clerk confirmed that insurance is valid for volunteer days when the risk assessment is in place and first aid is covered.

Ribble Rivers Trust had offered to hold a presentation for residents informing them of the work being done in the area. The Clerk was asked to obtain dates.

- 14. Call For Sites  
Discuss and resolve any action relating to the information circulated from RVBC regarding Call For Sites.**

The information was noted and no further action taken

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**15. Partnership Meetings and RVBC update.**

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

None given

**15.2** Receive update from Cllr David Birtwhistle from RVBC.

None received

**16. 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.

**16.1** The Clerk to arrange the purchase of the Remembrance Wreath in future years to avoid duplication purchases.

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](http://www.pendletonparishcouncil.org.uk)

DRAFT UNTIL AGREED AND SIGNED