



Grindleton Parish Council

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Minutes of the meeting of Grindleton Parish Council held on Tuesday 5th August 2025 at 7.00pm at The Pavillion, Sawley Road, Grindleton.

Members present:	Parish Cllr Lorraine Halley (Chair) Parish Cllr Tony Bramwell (Vice Chair) Parish Cllr Megan Haslam Parish Cllr Paul Atkinson Parish Cllr Glenn Wheeler (remote) Parish Cllr Chris Brennan Parish Cllr Susan Walsh
Clerk in attendance:	Tracey Boswell
Members of the public present:	None
Apologies:	Parish Cllr Megan Haslam

1	<u>Apologies for absence</u> Parish Cllr Megan Haslam	
2	<u>Declarations of Pecuniary, Other Registrable and Non-Registrable Interests</u> None	
3	<u>Public Participation</u> None	
4	<u>Minutes/Matters Arising</u> a) To resolve that the minutes of the meeting of the parish council held on Tuesday 3 rd June 2025 be signed as a correct record. Proposer: Parish Cllr Lorraine Halley Seconder: Parish Cllr Tony Bramwell	

	Members resolved to: Agree that the Minutes of the meeting of the Parish Council held on Tuesday 3rd June 2025, should be signed as a correct record and published on the parish council website.	Clerk
b)	<u>Actions taken/matters arising since the last meeting (not covered elsewhere on the agenda)</u> Members reviewed the open action log and reported on progress since the last meeting. These were captured by the Clerk on the list retained by her.	Clerk
5	<u>Overview of financial position</u> a) <u>Income and Expenditure – June 2025</u> A statement of income and expenditure for the month of June 2025 was provided for members' consideration. Members resolved to: Approve this statement as an accurate record of transactions during June 2025. b) <u>Income and Expenditure – July 2025</u> A statement of income and expenditure for the month of July 2025 was provided for members' consideration. Members resolved to: Approved this statement as an accurate record of transactions during July 2025. c) <u>Budget Monitoring – Q1 2025/26 (Appendix 5)</u> A budget report for Q1 2025/26 was provided for members' consideration, key points included ● Spend is in line with the budget forecast at the end of the first quarter ● The Concurrent Function Grant claim is submitted for £1907.50, if maximum grant of 25% is allocated this will provide income of £476 which is less than the £660 forecast, the impact of this risk is considered low overall ● Clerk salary claims are running at 23% of the forecast in the first quarter ● Spend on planters/tubs/seeds is running at 64% overall, this is to be expected on seasonal spend	Clerk Clerk

	Members were informed by the Financial Officer that at this point in the year spend is on forecast. Members resolved to: Approved the budget monitoring report for Q1 2025/26.	Clerk
d)	<u>VAT Claim</u> The RFO informed members that a VAT claim is pending submission to HMRC and proposed a process going forward which would align claims to the financial year end. This approach would revise the claim for 2024/2025 to £185.19. Members resolved to: Align claims to the financial year end Submit claims for all amounts identified since last claim to 31/3/2025, value of claim £185.19 Record and monitor for financial year 2025/2026 and submit claim in May 2026 as part of year end/audit procedures Caveat this approach to allow one off claims during this period for any extraordinary amounts of high value	Clerk
e)	<u>Audit and Exercise of Public Rights</u> Parish Councillors were informed that the inspection period for the 2024/2025 ended on Friday 26th July, no enquiries had been received. Members resolved to note for information only.	
f)	<u>LALC advisory note pay agreement with effect from 1/4/2025</u> Parish Councillors noted the advisory note received from LALC on 23/7/25 confirming the pay agreement and advising of new revised pay scale effective from 1/4/25. Employers are encouraged to implement this pay award as soon as possible and pay any backpay to 1st April 2025. Members resolved to: Agree to implement the revised pay scale as soon as possible Approve back dated payments in the Clerk's Q2 salary claim	Clerk Chair

6	<u>Governance</u> a) <u>Ribble Valley Settlement Review</u> Members reviewed documents provided by RVBC as part of them producing their Local Plan, documents reviewed were: a) Grindleton Services and Facilities b) Grindleton Settlement Map c) Grindleton Wider Area Map Changes and additions were made to the Service and Facilities List. The consensus of the council was that the maps (b and c) provided were difficult to read and unclear, members agreed to respond to RVBC to this effect. Members resolved to: Return the updated Service and Facilities List to RVBC Respond to RVBC reporting the issues with the maps Respond to RVBC to confirm that they are unable to offer any comments/information on the map provided	Clerk
7	<u>Planning applications to be considered</u> None for this meeting. The Chair updated members on communication with Lancashire County Council and MP regarding pavement outside the Duke of York. There is no involvement from the parish council at this stage.	
8	<u>Haweswater Aqueduct Resilience Programme (HARP)</u> The Chair reported that an update on the park and ride scheme is expected.	
9	<u>Footpaths</u> a) <u>Herris' PROW</u> The Chair reported issues with the footpath from Smalden Lane to Higher Chapel Lane, several reports have been received about its condition. The Chair has reported this to PROW. b) <u>Brow path repair</u> This item refers to the Permissive Path down Grindleton Brow. Members discussed the assessment and quotation received for the complex repairs; Cllr Wheeler expressed concerns that any repairs should ensure that no drainage issues arise as a result.	

	The opportunity to seek some financial support from partners was also discussed. c) <u>PROW grant for Kissing Gates</u> Members were informed that C. Sutcliffe is pursuing grant applications for kissing gates, to date two of the three applications have been agreed. Members resolved to: Note the report to PROW re the footpath from Smalden Lane to Higher Chapel Lane for update to future meetings Continue investigating the repair options for the Permissive Path	Clerk Chair
10	<u>Other reports submitted to LCC and other bodies</u> a) Drain cover at Hydro – an update on the repair outstanding was provided to members. b) Stile at Colin's – an update on the repair was provided to members. c) Water burst – an update to confirm that this was resolved by Open Reach during their work was provided to members.	
11	<u>Lengthsman</u> a) <u>Resignation</u> The Chair reported that delays in appointing a new Lengthsman were now impacting on the overall view of the village. A resident had come forward to offer his services when available. Responses from neighbouring villages show a range of pay rates from £15-£18 plus additional payments for fuel and materials. Members discussed a way forward to increase the hourly rate, manage hours within the cap set out in the contract, ensure any request for additional hours is agreed in advance. Members resolved to: Increase hourly rate to £20/hour Approach DG with revised rate and ensure contract and timesheets are in place to effectively manage	Chair
12	<u>Lancashire Best Kept Village</u> The Chair updated that the village is through to the second round. Some tasks re weedkilling need to be undertaken, it was suggested that a list of tasks is compiled and posted out to the village for volunteers to help, several volunteers have already come forward.	

	Members resolved to: Review the expressions of interest to date and share with the Chair to allocate tasks	Cllr PA
13	<u>Events</u> Members heard that information re a football trainer and any follow up on this as a village activity falls under the remit of GRGC. The parish council have agreed to share any information available re availability of grants to ensure that by working together no opportunities are missed.	
14	<u>Allotments</u> a) The Clerk updated the members on her 'phone call with RVBC Legal Assistant on the 5 th June. In summary this confirmed that the 1981 lease and terms is being reviewed by RVBC. This review will include a Market Rental Valuation of the site, and a valuer has attended to carry out this valuation, no details of this have yet been shared with the parish council. There is currently no further information available to be shared with tenants. b) Cllr Bramwell reported that the leaking tap has been fixed. Members resolved to: Email all tenants to say that the parish council is waiting for further information from RVBC	Cllr TB
15	<u>Update from Ward Councillor present</u> Borough Cllr Kevin Horkin MBE (RVBC) was not in attendance at the meeting.	
16	<u>Other meetings</u> a) <u>Parish Council Liaison Meeting</u> Cllr Atkinson updated that items discussed at this meeting had been the Clitheroe Food Festival, Digital Switchover for Helplines, Prosperity Jubilee Fund. b) <u>Grants</u> Members were informed that the Lancashire Environmental Fund is ending. Members discussed any opportunities for a walking football pitch on the cricket field and agreed that this would fall outside of the remit of the parish council and would instead be dealt with by GRGC. Members also discussed whether plans suggested earlier to develop a footpath would still be viable without the support of the High School. After discussion it was agreed that no business case would exist for this without the support of the school.	

17	<u>Correspondence received</u> Two pieces of correspondence from Lloyds Bank had been received by the Clerk, these were opened in the presence of the Chair and the contents discarded.	
18	<u>Other Business Items</u> Parish Councillor Tony Bramwell formally accepted his appointment as Vice Chair of the parish council. a) Book Stop at the bridge – the resident’s application to Penguin Books has been approved, siting of the book stop needs approval of LCC, and the resident is pursuing this. b) B4RN – the Chair reported progress in the village as good with ~60 people connected so far. The dig is complete, and the road closure will end 8 th August. c) Daffodil bulbs – the Chair reported that smaller varieties would replace the larger varieties in tubs/containers, and the larger bulbs would be replanted into more appropriate locations. d) Use of agricultural land – no responses have been received to date from enquiries at RVBC. e) Large plastic poppies – the Chair confirmed these have been ordered ahead of Remembrance Sunday events – cost £60. f) Harrop Fold Chapel Anniversary Service – Cllr Bramwell confirmed he will attend. g) Christmas Tree – the Chair confirmed that Castle Cement will assist with this but as yet no date has been confirmed. h) As per e) above. i) Irrigation system for planters at Greendale – Keith has agreed to do this, the Chair to contact in due course. j) LEF advance notice of applications for grants – see item 16b). Members reviewed use of the camera and remote dial in used during this session and all reported that it had worked well. In the short term the camera will be used on loan on an as and when required basis. The Chair reported information on Facebook re the reduction in the number of Swifts in the village, a project is operating in Waddington with the AONB and they would be happy to expand this to include Grindleton.	

	The Chair reported that SPID cameras had been set up at the turning circle at the bus stop for two weeks, she has requested feedback on any data gathered. The steps at Chatburn, assistance has been offered by RP and the Chair is exchanging emails about this to present that the steps are unsafe. Reports of a tree down on the one hundred steps on Green Lane, to be reported to PROW. Members resolved to: Formally note and record the appointment of Councillor Tony Bramwell as Vice Chair Continue to use the remote access camera and connectivity on an as and when required basis Chris Taylor continuing his involvement with the Swift project and for the parish council to assist if requested	Clerk
	The next meeting of Grindleton Parish Council will take place at 7.00pm on Tuesday 7 th October 2025, at The Grindleton Pavillion	

This meeting closed at 9.50pm.

Signed by:		
	Date:	Cllr L Halley