

MINUTES OF RIMINGTON & MIDDOP PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 22 FEBRUARY 2017  
AT 7.30 PM

Present: Bob Whittaker (Chair), Brian Berry, Ian Brown, Kate Hooper, Jacqui Lynch, John Parker, Chris Smith, Borough Cllr Richard Sherras, Clerk and three members of the public

APOLOGIES FOR ABSENCE

None

MINUTES OF MEETING OF 23 NOVEMBER 2016

The Minutes of the meeting of 23 November 2016 were accepted as a true record of proceedings at that meeting and duly signed.

DECLARATION OF INTEREST

None

CO-OPTION OF PARISH COUNCILLOR

Kate Hooper proposed and John Parker seconded the appointment by co-option of Mrs Jacqui Lynch as a Parish Councillor and the motion was passed unopposed.

PUBLIC PARTICIPATION

None

MATTERS ARISING

Bob Whittaker advised that the defibrillator cabinet had not been accepted as suitable by the North West Ambulance Service ("NWAS") as it was unheated. NWAS had subsequently offered to buy a suitable cabinet which would remain the property of NWAS and had provided a Memorandum of Understanding for consideration. It was noted that the Memorandum referred to the obligations of the "site" which it was felt was Rimington Memorial Institute, rather than the Parish Council, so the matter needed to be raised at an Institute meeting. Borough Cllr Sherras and the Clerk were also asked to check how Gisburn Parish Council had dealt with various matters as Gisburn had three defibrillators in cabinets in the village.

FINANCIAL STATEMENT

Current Account: £534

ACCOUNTS FOR APPROVAL

None

## YEAR END MATTERS 2016/17

### *Risk Assessment 2016/17*

The Clerk tabled a draft risk assessment for the year 2016/17 and advised this was based on the pro-forma provided by BDO LLP for smaller parish councils. After consideration and certain amendments to risk categories the risk assessment was duly approved.

### *Asset Register 2016/17*

Items to be included on the asset register were suggested and approved. The Clerk would finalise the document for audit purposes.

### *Internal Auditor 2016/17*

The Clerk advised that it was necessary to consider the effectiveness of the internal audit process. The review should cover five areas, namely: scope of the internal audit, independence of the internal auditor, competency of the internal auditor, relationships of the auditor to the Council and planning and reporting. It was agreed that the current arrangements for internal audit satisfied the criteria and the previous year's internal auditor, Mr Alan Hollingsworth, should be requested to perform the internal audit again.

## PLANNING APPLICATIONS

All planning applications received since the previous meeting had been circulated by e-mail for consideration and comment.

## CORRESPONDENCE

### *a) BT Consultation re public payphones*

Bob Whittaker advised that RVBC's task group had lodged objections with BT regarding the removal of most of the public payphones on the list, principally on the grounds of lack of mobile phone coverage in the areas concerned. The exercise had also revealed that many of the public payphones did not actually work, including Rimington's, so this fact had been reported to BT for action.

## REPORTS

### *1. Borough Councillor*

Richard Sherras commented on ward changes proposed at Borough level. It was noted that most of the changes at Ribble Valley Borough level would take place in Clitheroe, Whalley and Longridge, all of which had seen population growth due to increased development. Sawley would also become part of the Bowland ward rather than Grindleton/West Bradford.

2. *RVBC Parish Councils Liaison Committee*

Bob Whittaker provided a summary of business discussed at the recent RVBC Parish Councils' Liaison Meeting noting that matters covered had included precepts, the Great British Tidy, dog fouling, removal of BT phone boxes, the Transparency Code and Remembrance Day 2018. It was noted that a number of individuals already tidied lanes in and around Rimington on a regular basis so participation in the Great British Tidy may not be relevant.

3. *Rimington Recreation Association*

John Parker noted that work had not yet commenced on the building project and was unlikely to do so in the near future. The Association had organised a Rimington's Got Talent Show for 04 March 2017.

4. *Rimington Memorial Institute*

Bob Whittaker advised that he was dealing with obtaining quotations to sort out the flooring in the Institute. The Institute would be celebrating its 90<sup>th</sup> anniversary in 2017 and an exhibition of photos/items connected with the Institute/village was planned for later in the year.

5. *Clerk*

The Clerk advised that under the terms of the Transparency Code a number of items had to be published by the Parish Council on either a regular basis (Agenda, Minutes) or an annual basis (financial and audit documents). The vast majority of Parish Councils now published the information via a website. It was agreed that Rimington Parish Council needed a website and the Clerk was asked to make enquires with a local website designer as to the costs and practicalities of set-up. It was agreed that the site should be as simple as possible, at least in the early stages.

6. *Highways and Footpaths*

Bob Whittaker reported that a number of potholes had been filled in but a considerable number remained.

It was noted that the hedges along Howgill Lane had been cut and laid. Lancs Highways had previously investigated the Lane and advised that, although unsightly before the cut, the hedges did not constitute a danger to the highway.

The intended road closure of Rimington Lane for two weeks in March was discussed. It was reported that a parishioner had requested whether Lancs Highways could provide traffic lights instead and it was agreed this should be queried. If the road had to be closed completely it was agreed that it was imperative that appropriate diversion signs be put in appropriate places, particularly Chatburn. It was also agreed that advance warning signs of the closure should be requested from Lancs Highways.

## ANY OTHER BUSINESS

### *Street Name project*

Bob Whittaker advised that RVBC Engineering Department would be working on this matter in March, following completion of the refurbishment of Ribblesdale Pool which had occupied the Department since December 2016.

### *Refurbishment of benches and noticeboards*

Bob Whittaker advised he would be dealing with this matter further in the near future.

### *Closure of Yorkshire Bank, Clitheroe*

The Clerk had received a letter advising of the closure of the branch on 27 April 2017. It was noted that the nearest branch would be in Burnley. Borough Cllr Sherras advised that paying in of cheques could be done via the Post Office and the Clerk confirmed that most transactions were now performed via BACS.

### *Community Dog Event, Gisburn*

It was reported that RVBC, in conjunction with the Dogs Trust, were encouraging parishes to hold a community event for owners and their dogs and details were provided. The event would aim to cover all aspects of responsible dog ownership including legal and health and wellbeing matters. It was further reported that Gisburn Parish Council had offered to host an event at the Festival Hall, but had requested that the event was also publicised in Rimington which it was agreed to do.

## DATE AND TIME OF NEXT MEETING

Wednesday 17 May 2017 at 7.30 pm