



Grindleton Parish Council

Clerk: Tracey Boswell
The Old School
Newton-in-Bowland
CLITHEROE
BB7 3DY

Tel: 07484 312225
Email: grindletonparishcouncil@gmail.com

Minutes of the meeting of Grindleton Parish Council held on Tuesday 4th August 2026 at 7.00pm at The Pavillion, Sawley Road, Grindleton.

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

1	<u>Apologies for absence</u> Parish Cllr Glenn Wheeler. Parish Cllr Tony Bramwell, Vice Chair took the Chair for this meeting.	Vice Chair
2	<u>Declarations of Pecuniary, Other Registrable and Non-Registrable Interests</u> None.	Vice Chair
3	<u>Public Participation</u> None.	Vice Chair

4	<u>Minutes/Matters Arising</u> a) To resolve that the minutes of the meeting of the Parish Council held on Tuesday 2nd June 2026, be signed as a correct record. Proposer: Parish Cllr Susan Walsh Seconder: Parish Cllr Paul Atkinson Members should note that the action tracker provides updates on progress from previous meetings. Resolved: Members agreed that the Minutes of the meeting of the Parish Council held on Tuesday 2nd June 2026 should be signed as a correct record and published on the Parish Council website. 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.	Vice Chair Clerk Clerk
5	<u>Overview of financial position</u> a) <u>Income and expenditure for the month of June 2026</u> A statement of income and expenditure for the month of June 2026 was received by members. Resolved: Member approved this as an accurate record of transactions during June 2026. b) <u>Income and expenditure for the month of July 2026</u> A statement of income and expenditure for the month of July 2026 was read to members, a copy to be received after the meeting. Resolved: Members approved this as an accurate record of transactions during July 2026. c) <u>LALC Budget Preparation Note</u> The Clerk informed members that a discussion paper to help Councils plan and prepare for setting the precept containing subjects which may be affected by the LGR process had been circulated by LALC.	Vice Chair

	The link to the note was shared to all members after the meeting by the Clerk. Resolved: Members requested the Clerk to put a specific item on the December meeting for budget preparation and setting of the precept. d) The Clerk updated members on written communication received from HMRC. The Clerk will attend on-line training on Tuesday 1st September 2026. Advice was provided to the Clerk for the management of any further correspondence	Clerk
6	<u>Governance</u> a) <u>Resignation of Chair</u> Cllr TB confirmed that he had written to LH to accept her resignation. Cllr TB, in his capacity as Vice Chair, took the chair for this meeting, he confirmed he will also chair the next meeting in October 2026. Cllr TB, and all councillors present formally acknowledged the work that former councillor and Chair Lorriane Halley had done to serve the residents of Grindleton. A personal note and thank you was agreed. The Clerk updated councillors present on the formal process to elect a new councillor, the formal notification was published on the 3rd August 2026. Members resolved to: Follow the formal process to elect a councillor to the parish council. On expiry of the election notice (20th August 2026) to post details of any vacant position on Facebook and to those on the email database. Add Cllr CB to the banking arrangements. b) <u>Declaration of Interest Forms</u> The Clerk confirmed to members that all forms had been submitted to RVBC by the deadline.	Vice Chair

c)	<u>Concurrent Functions Grant</u> The Clerk confirmed that the application had been submitted to RVBC by the deadline.	
d)	<u>Local Government Re-organisation</u> Members had received the notification from RVBC on the outcome of the LGR proposals.	
7	<u>Improving Council effectiveness</u> a) <u>Ref 001 – Financial Controls and Procedures</u> The Clerk informed Members that the updates and changes to the circulated Financial Controls Procedure to reflect best practice had been made and the approved version stored in the document repository. b) <u>Asset Register</u> Members reviewed the Asset Register circulated with the minutes of the last meeting and approved the following changes and additions – Add new - Flower Box at Grindleton Bridge replacement cost of £500. Defibrillator at The Pavillion – Cllr SW to investigate ownership Portrait of The King – location to be confirmed Poppies x 25 – location confirmed at Cllr TB's address Silhouettes – location confirmed at Cllr MH address Add new – Christmas Start lights Members resolved to: Request the Clerk to update the Asset Register to reflect the changes and additions noted here.	Vice Chair
c)	<u>RVBC Consultations</u> Prior to the meeting Members had received information on the following consultations - New Local Plan Call for Sites Consultation on removal restrictions on Hackney Carriage numbers Members resolved to: Request the Clerk to return each of the above confirming no comments.	Clerk
		Clerk

8	<u>Planning applications to be considered</u> a) <u>3/2026/0417 – Duke of York, Grindleton Brow, Grindleton BB7 4QR</u> Resolved: Members noted the response made to RVBC in respect of the above application. Cllr TB informed Members that several residents have approached him regarding the siting of the fencing and the restricted access to the footpath at The Duke of York whilst works are ongoing. Members discussed these comments and the issues arising; however, it was agreed that the works being carried out are in line with the permissions granted, and that once completed it was expected that the matters would be resolved.	
9	a) <u>Haweswater Aqueduct Resilience Programme</u> Members resolved that: Cllrs TB and MH would be the representatives for the parish council on the HARP Ribble Valley Liaison Group and would attend the first meeting on the 11th August 2026 and report back. b) <u>Allotments</u> Cllr TB presented draft information to Members on proposals for revised contracts for tenants. Members resolved to: Hold on issuing any new contracts and operate at the status quo for now. Hold on any decision to increase rents for the 2026/2027 year. Respond to RVBC re transfer of assets and produce a supporting rationale for submission. Proceed to redraw the map of sites to include accurate measurements and current tenant details. Approve a discounted rate to the incoming tenant on plot 8 to reflect the poor condition of the plot and work needed to repair. Approve the Lengthsman to quote from within the existing contract limits for clearing the paths which have become overgrown at the site.	Vice Chair Cllr TB and Cllr MH Cllr TB

10	<u>Traffic Management Plan grant opportunities</u> Councillors discussed this as relevant to parish council activities. It concluded that under Counter Terrorism and Martyn's Law there are new responsibilities for certain UK public venues and event organisers to implement proportionate security and emergency response procedures for public safety at buildings and events. Members resolved to: Access slides from the webinar held by LALC on the 20th July to share with Members for learning and information. Carry out a review of responsibilities and actions required. Propose that Cllr GW in his capacity on GRGC take this item to the GRGC meeting.	Vice Chair Clerk Cllr MH Cllr GW
11	<u>Update from Ward Councillor</u> None for this meeting.	
12	<u>Other meetings</u> a) Cllr TB informed Members that he had received and accepted an invitation to represent the parish council at the Harrop Fold Convention to be held on Sunday 9th August 2026 at the Chapel at Harrop Fold. b) HARP Ribble Valley Liaison Group – as per item 9a) Cllrs TB and MH will represent the parish council at the meeting on the 11th August 2026 and report back.	Vice Chair
13	<u>Correspondence</u> a) <u>Brow Top Sign</u> Members reviewed email communication received from a local resident re the location of this sign. Cllr CB confirmed that he has spoken to the resident concerned and that no further action is required for now. b) <u>Hedge cutting complaint</u> Members reviewed email correspondence relating to this matter. It was determined that the hedge is not the responsibility of the parish council, the Clerk was asked to direct the complaint to Cllr GW for GRGC.	Vice Chair

14	<u>Other Business Items</u>	Vice Chair
a)	<u>Himalayan Balsam</u> Cllr MH informed Members of a request for the parish council to support Himalayan Balsam clearance in the village, the event had been held on Friday 31 st July but had been poorly attended. It was discussed that reasons for this could be due to the event being mid-week rather than weekend, during the main holiday season, late on in the growing season for the suggested activity. Members resolved to: Confirm their support to the event caveated with changes to the timing to encourage improved ability to attend.	Cllr MH
b)	<u>Christmas Lights</u> Members requested that the Clerk put this item on the agenda for the October meeting.	Clerk
	The next meeting of Grindleton Parish Council will take place at 7.00pm on Tuesday 6 th October 2026 at The Grindleton Pavillion	

This meeting closed at 9.45pm

Signed by:		
	Date:	Cllr Tony Bramwell