

# Public Document Pack



Ribble Valley  
Borough Council

[www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk)

Dear Councillor

The next meeting of the **PARISH COUNCILS LIAISON** Committee will be held at **6.30 pm** on **THURSDAY, 27 JANUARY 2022** in the **Council Chamber**.

I do hope you can be there.

Yours sincerely

*M. H. Scott*

CHIEF EXECUTIVE

## AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING** (Pages 3 - 18)
3. **DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS**

Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.

4. **PUBLIC PARTICIPATION**
5. **MATTERS BROUGHT FORWARD BY PARISH COUNCILS FOR THIS AGENDA**

None.

6. **HAWESWATER AQUEDUCT RESILIENCE PROGRAMME (HARP) - UPDATE**

Verbal update from the Head of Regeneration and Housing on the Haweswater Aqueduct Resilience Programme (HARP).

### **Background:**

The proposed work is taking place across six sections of the 110km pipeline through Cumbria, Lancashire, and Greater Manchester, which will have an impact in your local area during construction.

7. **LOCAL DEVELOPMENT PLAN - UPDATE**

Verbal update by The Head of Regeneration and Housing.

8. **OTHER MATTERS**

9. **DATE AND TIME OF NEXT MEETING**

Scheduled for 31 March 2022 at 6.30pm.

Electronic agendas sent to members of Parish Councils Liaison – Councillor Jan Alcock JP, Councillor David Berryman, Councillor Susan Bibby, Councillor David Birtwhistle, Councillor Alison Brown, Councillor Robert (Bob) Buller, Councillor Jonathan Hill, Councillor Brian Holden, Councillor Simon Hore, Councillor Kevin Horkin MBE, Councillor David Peat, Councillor Gary Scott (Vice-Chair) and Councillor Robin Walsh.

Contact: Democratic Services on 01200 414408 or [committee.services@ribblevalley.gov.uk](mailto:committee.services@ribblevalley.gov.uk)

# Public Document Pack Agenda Item 2

## Minutes of Parish Councils Liaison

Meeting Date: Thursday, 11 November 2021, starting at 6.30 pm

Present: Councillor M Highton, Chair - Whalley

Councillors:

J Alcock	S Hore
D Birtwhistle	K Horkin
A Brown	D Peat
J Hill	G Scott
B Holden	R Walsh

Parish Representatives:

R Wilkinson	Aighton, Bailey and Chaigley
K Barker	Balderstone
K Crook	Barrow
S Farmer	Billington and Langho
R Porter	Chatburn
H Gee	Longridge Town Council
A Mellor	Mellor
Rosthorn	Newsholme and Paythorne
M Beattie	Newton
C Pollard	Read
R Sherras	Rimington and Middop
D Briscoe	Rimington and Middop
R Vickers	Sabden
J Westwell	Salesbury
J Hampson	Simonstone
J Rattigan	Waddington
A Bristol	West Bradford
J Brown	Whalley
T Westwell	Wilpshire

In attendance: Chief Executive and Head of Regeneration and Housing

### 465 APOLOGIES FOR ABSENCE

Apologies for absence were received from Borough Councillors: D Berryman, S Bibby and B Buller.

Apologies for absence were also received from the following parish representatives:

T Austin	Billington and Langho
B Green	Chipping
P Ainsworth	Clayton-le-Dale
R Beacham	Longridge
D Groves	Ribchester

### 466 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 16 September 2021 were corrected to note that the parish representative for Simonstone was J Hampson and not J Horton. They were then approved as a correct record and signed by the Chairman.

Councillor K Horkin commented that in relation to Minute 316 he considered that it had been 'sanitised' and did not reflect the sentiment of some members.

467           DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND  
NON REGISTRABLE INTERESTS

Councillor K Horkin declared that he had business interests in the Ribble Valley.

468           PUBLIC PARTICIPATION

There was no public participation.

469           MATTERS BROUGHT FORWARD BY PARISH COUNCILS

470           HARP - UPDATE

The Head of Regeneration and Housing provided a verbal update on the Haweswater Aqueduct Resilience Programme (HARP)

He reminded members that the proposed work is taking place across six sections of the 110km pipeline through Cumbria, Lancashire and Greater Manchester, which will have an impact in your local area during construction.

He also noted that:

- The planning applications were still at consultation stage and were awaiting the formal views of key consultees such as Lancashire County Council (LCC) Highways.
- In relation to third party comments, it had become evident that if the scheme were to go ahead, there is more support for the route including the new bridge to reduce the traffic impact on West Bradford, Chatburn and Grindleton.
- The mineral application, to establish whether the arisings from the tunnelling can be deposited at Waddington Quarry, was still to be determined by LCC.
- No date for a Planning Committee can be set until the Waddington Quarry application had been determined and the views of the key consultees had been received.
- The Council was working closely with Lancaster City Council and LCC.

He stated that the Council would continue to provide updates and that John Macholc the Council officer most involved in the scheme would answer any questions members may have.

471           UPDATE FROM THE DOG FOULING WORKING GROUP

The Head of Regeneration and Housing provided a verbal update from the Dog Fouling Working Group.

He informed members that the:

- Dog Fouling Working Group had authorised that the report prepared by the Director of Community Services (*Alternative System for Dog Waste Litter Bins*) be updated in line with their comments and recommendations and be submitted to the next meeting of the Health and Housing Committee.

- The Health and Housing Committee had authorised that Option 1 of the *Alternative System for Dog Waste Litter Bins* report be submitted to the Policy and Finance Committee, as a growth item for consideration in the Council's budgetary process for inclusion in the budget for the 2022-23 financial year.

472 INTRODUCTION TO THE RURAL SERVICES NETWORK

Councillor Richard Sherras made a presentation introducing members to the Rural Services Network. The presentation is attached to these minutes.

473 OTHER MATTERS

474 HER MAJESTY THE QUEEN'S PLATINUM JUBILEE

To celebrate and commemorate the Queen's Platinum Jubilee in June 2022, the Chief Executive updated members on the activities the Council had agreed to carry out, which currently includes:

- Having a beacon lit at Clitheroe Castle.
- Providing a grant of £500 to every parish council who submit a letter of intent on how they will use the money to commemorate the Platinum Jubilee. It was noted that the Council would send template letters to each parish clerk to enable them to request the grant.
- Setting up a task and finish group consisting of Councillors S Atkinson, K Horkin, J Clark, S Fletcher and R Thompson. The remit of the group is to finalise plans for commemorating the Jubilee.

The Chief Executive also noted that in the week prior to the celebrations the Duke of Lancaster's Regiment would march through the streets of Clitheroe.

The Chief Executive requested parish councils to inform the Council via the Committee Clerk, of their celebratory intentions and to submit any ideas that they may wish the Council to consider.

He also informed the Committee that the Pageant Master, Bruno Peek had requested that all councils light a beacon to celebrate the event and in this regard it would be helpful if each parish advised the Council of their intentions so that it can be fed back to the Pageant Master.

475 MEMBER CODE OF CONDUCT TRAINING

The Head of Regeneration and Housing informed the Committee that there were still places available on the 23 and 30 November and that there would be no additional sessions in 2021.

Councillors B Holden and K Horkin stated that having attended one on the sessions they had found it extremely beneficial.

476 GUIDANCE FOR INDIVIDUALS WORKING IN A POLITICAL ENVIRONMENT.

The Head of Regeneration and Housing reminded parish representatives that for all matters regarding data protection, GDPR, requests for information and complaints, the starting point for each parish council is to have a policy in place and that, if need be, they could use or adapt the Council's policies.

He informed the Committee that in the light of the murder of former members of parliament Jo Cox and Sir David Amess borough councillors had been issued with a pamphlet on How to Stay Safe and that this would be issued to all parish councils.

Councillor K Horkin asked if the Council had considered carrying out a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis. The Chief Executive stated that the parish clerk is a key person in any communication with the Council and that the Council would help whenever it could and would be happy to host forums/'comfort sessions' where ideas can be shared, and solutions found on topics such as auditing accounts etc. It was noted that Read Parish Council had a new clerk who would be pleased for any help the Council could provide as they developed into the role

On a separate topic, the Head of Regeneration and Housing informed members that several Luncheon Clubs were looking to start back up and that financial support was available including for appropriate Christmas events and for further information members should contact Dilys Day at [dilys.day@ribblevalley.gov.uk](mailto:dilys.day@ribblevalley.gov.uk), alternatively a grant application form is available by using the link below.

[https://www.ribblevalley.gov.uk/downloads/file/10196/lunch\\_clubs\\_funding\\_application](https://www.ribblevalley.gov.uk/downloads/file/10196/lunch_clubs_funding_application)

477

#### DATE AND TIME OF NEXT MEETING

The Chairman informed the committee that the next meeting would be on Thursday 27 January at 6.30pm.

The meeting closed at 7.12 pm

If you have any queries on these minutes please contact the committee clerk, Mike Hill [mike.hill@ribblevalley.gov.uk](mailto:mike.hill@ribblevalley.gov.uk).

The logo for the Rural Services Network features a cluster of approximately 15 green circles of varying sizes and shades of green, arranged in a roughly circular pattern. To the right of this cluster, the words "RURAL SERVICES NETWORK" are written in a green, serif, all-caps font, stacked in three lines.

RURAL  
SERVICES  
NETWORK

# RURAL SERVICES NETWORK and SPARSE

# RURAL SERVICES NETWORK and SPARSE

- Ribble Valley Borough Council (RVBC) are the only Lancashire Borough or District Local Authority to be eligible for membership of SPARSE.
- RVBC have been members for over 20 years.
- Previously to attend meetings meant a trip to London for a 2-hour meeting.
- Using Zoom: Average attendance now 120, before 20 Local Authorities.
- Now take advantage by expanding to include rural towns and villages.

Page 8

## HENCE THIS PRESENTATION

(Source RSN Website)





# WHAT IS THE RURAL SERVICES NETWORK (RSN)?

## The National Voice for Rural Areas.



- RSN is a Special Interest Group of the Local Government Association
- National champion for rural services.
- Shares best practice and rural expertise among members.
- The RSN has different levels of membership and currently represents:
  - 92 Local Authorities in Sparse Membership
  - 22 Local Authorities in Rural Assembly Membership
  - 216 Organisations across England as part of the Rural Services Partnership
  - 232 Rural Market Towns and Larger Parishes.

## LOCAL AUTHORITY MEMBERS – SPARSE (RIBBLE VALLEY IS A SPARSE MEMBER)

- Most sparsely populated local authorities.
- RSN campaigns for fairer funding for public services in these rural areas.
- Revitalising Rural: challenge Government on policy areas that affect rural communities.
- Represents rural Local Authorities campaigning for fairer funding for Rural Areas.
- Government should produce a comprehensive long term and funded Rural Strategy.
- RSN have developed a Template Rural Strategy.



## A RURAL MARKET TOWN GROUPING OF THE RSN (CLITHEROE AND LONGRIDGE TOWN COUNCILS ARE MEMBERS)

- RSN is creating a Rural/Market Town Group for rural towns which are the meeting place or service centre for their adjacent rural areas.
- Services provided:
  - Weekly edition of the Rural Bulletin.
  - Monthly Funding Digest.
  - Involvement in RSN Consultation Programme.
  - Dedicated Rural Market Town Group newsletter.
  - Free access to the Rural Services Network Seminar Programme.
  - Twice - yearly meeting of the Rural Market Town Group (via ZOOM).
  - Yearly meeting of the Rural Market Town Group Clerks (via ZOOM).
  - Cataloguing of good practice and learning material.

# NEW RURAL VILLAGE GROUP

- Parishes in rural areas (generally population size of 1,500 or above) containing a central village or villages from which local services (for instance shop, post office, pub, church, village hall) flow to the population of the parish.
- Over 17% of the English population live in rural areas, about a quarter live in rural villages.
- Starting the recruitment process across Parish Councils.
- Period of free 'no obligation' membership to introduce parishes into the group who can decide after that period if they wish to continue.
- Important that the village services case is made time and again - need to achieve as much joined up thinking and working as is possible.

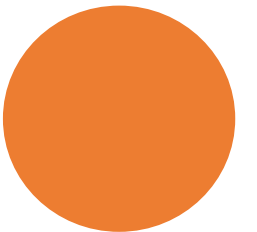


# RURAL VILLAGE GROUP - SERVICES PROVIDED

- **A Weekly Rural Bulletin:** Rural News, Member Insight, Economic Profiling, Spotlights on Economy & Housing, Hinterland, Analysis/Commentary Pieces, Week in Parliament
- **A Monthly Funding Digest & Government Consultations:** with funding and grant opportunities, along with relevant Government Consultations related to rural areas.
- **A Rural Village Group (RSVG) Newsletter:** bi-annual newsletter - rural transport, broadband, affordable housing.
- **Area Profiles:** of your Principal Council (RVBC) issued once a year - key statistics to give overall picture of local area to help plan services and understand local issues.
- **Engagement and Involvement in RSN Campaigns.**
- **Involvement in the RSN Consultation Programme:** responding to Government Consultations, White Papers, Calls for Evidence and Select Committee Inquiries.

# RURAL VILLAGE GROUP SERVICES (Contd..)

- **Annual Rural Village Services Group (RSVG) Meeting:** dedicated for discussions of key strategic issues facing rural villages across England. This meeting would also involve discussions on Rural Vulnerability and Utility Company services.
- **Annual Rural Poll:** seeking to establish the top 5 issues currently facing Rural Village Group members across England.
- **Facilitating Member Networking on a National Economic Level:** through more joint working, networking with the goal of tackling most relevant rural challenges, seeking solutions and improvement.
- **Young People:** To facilitate work in key areas, members may nominate a representative interested in young people in their rural area, who may be contacted to gather specific views and evidence throughout the year to support national campaigning.



# Rural Villages Services Group

## What will it cost?

RSN will give a period of free 'no obligation' membership (ends 31 March 2022) to introduce parishes into the group and they can decide after that period if they wish to continue.

Page 13

## Proposed fees after March 2022 – based on population.

- £70 per annum plus VAT for Local Councils of up to 2,750.
- £80 similarly plus VAT p.a. for Local Councils with 2,750 to 5,000.
- £90 plus VAT for parishes above 5,000.





# RURAL VILLAGE GROUP – ELIGIBILITY

Size of Parish the RSN is looking to join the group.

Village	Size		Village	Size
Aighton, Bailey & Chaigley	1,249		Billington and Langho	4,555
Chatburn	1,104		Chipping	1,046
Clayton-le-Dale	1,142		Mellor	2,126
Read	1,383		Ribchester	1,535
Sabden	1,371		Simonstone	1,152
Whalley	2,645		Wilpshire	2,569

Page 10

Parish Councils not in the Rural Village Group are entitled to a Rural Associate Service.

This entitles them to receive the Rural Bulletin (weekly) and the Rural Funding Digest (monthly) free of charge. Associates **are not** entitled to receive any other RSN services but Bulletin & Digest should enable them to keep up to date with key rural news and issues relevant to rural areas.

**Can I have a show of hands of how many of the Councils present are interested in joining.**



Interested or require additional information

Email: [david.inman@sparse.gov.uk](mailto:david.inman@sparse.gov.uk)

Call: 01822 851370

Visit: [rsnonline.org.uk/](http://rsnonline.org.uk/)



This page is intentionally left blank