

CLAYTON LE DALE PARISH COUNCIL

Minutes of the meeting held at 7:15pm on 11th November 2025 at Salesbury Memorial Hall
 In attendance: Cllr K Thompson(Chair) Cllr S O'Callaghan (Vice) Cllr C Cotton & Cllr A Schofield

Clerk: J Westwell + 11 attendees

	Agenda items	Action
11/11/25/1	<p>Chairman's Welcome</p> <p>Cllr Thompson welcomed all attendees to the meeting.</p>	
11/11/25/2	<p>Apologies for absence</p> <p>There were no apologies for absence</p>	
11/11/25/3	<p>Declarations of Interest</p> <p>There were no declarations of interest</p>	
11/11/25/4	<p>Public participation</p> <p>The areas covered were</p> <ul style="list-style-type: none"> • Signage – could the Parish Council investigate signage for Ribchester Road showing elderly people crossing between Showley Court & Hazeldene • Overgrown area at the Bus stop – could this be addressed by the Lengthsman? • Speeding. PC Pemberton updated the meeting on recent speed enforcement action following receipt of the data from the SPIDs. Cllrs agreed to progress with SPIDs at LC 6 and LC21 (agenda item 13) 	
11/11/25/5	<p>Approval of the minutes of the meeting held on 16 September 2025</p> <p>The minutes were approved as a true and accurate record.</p> <p>Proposed by Cllr O'Callaghan and seconded by Cllr Cotton</p>	All
11/11/25/6	<p>Accounts</p> <p>Payments since last meeting</p> <ul style="list-style-type: none"> • Janet Westwell £450.00 • Salesbury Memorial Hall 30.00 • Hugo Fox £11.99 per month • Lloyds Bank £4.25 per month • PM&M September payroll £33.30 • Altham Parish Council £316.80 <p>Payments Received</p> <ul style="list-style-type: none"> • RVBC concurrent grant £69.00 <p>Payments Due before next meeting</p> <ul style="list-style-type: none"> • Janet Westwell December £450.00 • Remembrance wreath £20.00 • Salesbury Memorial Hall 30.00 • Hugo Fox £11.99 per month • Lloyds Bank £4.25 per month • PM&M December payroll £33.30 	Clerk

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	<ul style="list-style-type: none"> Altham PC £316.80 + £65 for backplate if agenda item 13 agreed. <p>All payments were unanimously agreed.</p>	
11/11/25/7	<p>Budget & Precept</p> <p>Cllrs to discuss budget and agree precept for 2026-2027 prior to sending to RVBC</p> <p>Cllrs discussed documents provided to them before the meeting and the unanimous decision was to keep the annual precept for the Financial Year 2026-2027 at the same level as 2025-2026 i.e. £4,000.00.</p>	Clerk to advise RVBC
11/11/25/8	<p>Website and .gov domain and email addresses.</p> <p>Cllrs agreed to ensure that the council website be in accordance with Assertion 10 that the clerk contact James Reilly to progress with change of website and email addresses.</p> <p>Action: clerk to progress and bring proposal and costings to next meeting</p>	Clerk
11/11/25/9	<p>LCC Highways Matters:</p> <ul style="list-style-type: none"> State of Footpath South Side Ribchester road Update Oaks Bar Traffic Junction Speeding on A59 Rumble Strips on Ribchester Road <p>Action clerk to contact Goldsworthy and County Cllr Atkinson and send the maps regarding reinstating the highways rumble strips to LCC Highways.</p>	Clerk
11/11/25/10	<p>Newsletter Update/Alternative Communications Methods</p> <p>Cllrs discussed the options and costs of producing a physical or e-newsletter and where copies could be sited to ensure maximum visibility if not hand delivered to homes.</p> <p>Action clerk to circulate draft to Councillors for their views</p>	Clerk
11/11/25/11	<p>Houses in disrepair within the Parish Update</p> <p>Cllr Edge provided an update on this.</p>	
11/11/25/12	<p>Ribble Valley Settlement Review</p> <p>This matter was deferred.</p>	
11/11/25/13	<p>SPIIDs</p> <p>This was discussed during public participation and Councillors agreed to site additional SPIIDs at LC6 and LC 21</p> <p>Action Clerk to arrange</p>	Clerk
11/11/25/14	<p>Community Book Swap</p> <p>The clerk advised that Salesbury Memorial Hall Trustees had not agreed to the proposal to site a book swap at the proposed location at the Memorial Hall. It was suggested that it could be attached either to the Beech Close noticeboard or the Clayton le Dale bench</p> <p>Action clerk to liaise with the Lengthsman and come to the next meeting with a proposal.</p>	Clerk
11/11/25/15	<p>Lancashire Environmental Fund</p> <p>Cllrs discussed bulb planting in the parish, putting a fence around the pond in the Jubilee Garden or additional benches in the parish.</p> <p>Action clerk to investigate options</p>	Clerk

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11/11/25/16	IT Policy The NALC template draft IT policy had been circulated to Cllrs before the meeting. This was a requirement for all parish councils going forwards and Councillors unanimously agreed to adopt this, proposed by Cllr O'Callaghan and seconded by Cllr Cotton Action Clerk to add to website	Clerk
11/11/25/17	Kings Award for Voluntary Service Cllr Thompson updated that there would be support for nomination of the Thursday club by other parish councils etc. but as the club would celebrate a significant anniversary in 2026 it may be better to nominate in 2026. Unanimously agreed.	
11/11/25/18	Lengthsman Update The Lengthsman has strimmed the grass at the A59 junction. Future projects include the book swap, bus stop and grass verge where the BT box is. Action clerk to speak to Lengthsman	Clerk
11/11/25/19	Request for Parish Council donation for Remembrance Poppies Cllr Thompson had been asked for a contribution towards the poppies which had been attached to some lighting columns (LCs). Councillors agreed that these made a nice display however the Parish Council would need to get approval from LCC as they own the LCs Action clerk to ask LCC and bring to next meeting	Clerk
11/11/25/20	Lancashire Local Transport Plan Survey Cllr Cotton encouraged residents to complete this.	
11/11/25/21	Lunch Club Christmas grants Cllr Edge confirmed that the lunch club had sufficient funds so no donations were required.	
11/11/25/22	RVBC Call for Sites and Local Plan This item had previously been discussed so no action	
11/11/25/23	Shared noticeboard with Salesbury Parish Council Clerk to keep in touch with Salesbury in terms of 3 quotes etc. and bring to the next meeting.	Clerk
11/11/25/24	Verbal Update from 1 Nov LCC/LALC conference & LALC AGM Cllr Schofield gave a detailed update following his attendance at the LCC annual conference followed by the LALC AGM. The event was well attended and there were agenda items on: <ul style="list-style-type: none"> • Highways spending a larger proportion of spend on footways • Sexual Exploitation • Road Safety update from Matt Townsend • A presentation and questions on road safety by the Lancashire Road Safety Partnership • LALC session on devolution 	
11/11/25/25	There being no further business the meeting closed at 20.55. The next meeting will be held on 20 th January 2026	

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