

# **SIMONSTONE PARISH COUNCIL**

## **www.simonstone-pc.gov.uk**

Members of Simonstone Parish Council are summoned to attend a meeting of the Parish Council on Thursday 6 March 2025 at St. Peters School Church Hall, Simonstone commencing at 7.00pm.

**Members of the public are welcome to attend.**

### **Agenda**

- 1. To receive apologies for absence.**
- 2. To approve minutes of the Council meeting held on 6 February 2025.**
- 3. Declarations of disclosable pecuniary and other registrable and non-registrable interests.**

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

**4. Public participation.**

This 15-minute session (time limit of 5 minutes per item/per person) provides members of the public an opportunity to indicate interests in an agenda item and put questions to the Parish Council. Such questions may be answered after the meeting or become an agenda item at a future Parish Council meeting.

#### **ITEMS for DECISION/DISCUSSION:**

**5. Finance Report.**

Report of the Clerk (enclosed) to approve the:

- Accounts to date.
- Schedule of Payments as set out in the Report.
- Reconciliation of Receipts and Payments as shown in the Report.

**6. Countryside Charity.**

Report of the Clerk enclosed seeking members views on renewing the Council's membership to the Countryside Charity.

**7. Grant Applications.**

Report of the Clerk enclosed asking members to consider recent grants applications.

## ITEMS for INFORMATION:

### **8. Public Rights of Way – Access to a footpath on Whins Lane - Update**

Report of the Clerk (enclosed) updating members on access to a local footpath.

### **9. 'School Field' Footpath and Update on the Concerns Raised by the School Governor.**

Report of the Clerk (enclosed), updating members on a matter raised by parishioners.

### **10. VE Day 2025 – Planned Activities - Update**

Report of the Clerk (enclosed) updating members on planned activities for VE Day 2025 commemorations and to agree the Terms of Reference of the Working Group.

### **11. Little Green Bus – Grant Request - Update**

Report of the Clerk (enclosed) to update members on the status of Little Green Bus.

### **12. Update on Actions from recent meetings.**

Report of the Clerk (enclosed) to update members on actions from recent Council meetings.

### **13. Planning Report.**

Report of the Clerk (enclosed) for members to consider planning matters since the previous meeting.

### **14. Crime Figures.**

Report of the Clerk (enclosed) to update members on the latest crime figures for the area.

### **15. Local Government Devolution**

Report of the Clerk (enclosed) to update members on the Local Government Devolution.

### **16. Councillor Reports.**

Reports from Councillors (enclosed).

### **17. Parish Plan.**

Update from members.

### **18. Consideration of matters not on the agenda.**

An opportunity for the Clerk and members to provide updates, raise matters and suggest items for future meetings.

### **19. Future Meetings.**

**Note:** The Annual Meeting of the Parish Council and Annual Parish Meeting will take place on 8 May 2025.

*Mike Hill*

*Clerk and Responsible Financial Officer to Simonstone Parish Council.*



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the Council's website

## Agenda Item 2

# SIMONSTONE PARISH COUNCIL

www.simonstone-pc.gov.uk

## Parish Council Meeting – Draft Minutes

<b>Date:</b>	6 February 2025		
<b>Place:</b>	St. Peters School Church Hall, Simonstone		
<b>Present:</b>	Councillors: D. Peat (Chair), S. Finn, C. Pollard, A. Duckworth, M. Vaughton and Borough Cllr. Peplow.		
<b>In attendance:</b>	Clerk to the Council (Mike Hill) and several members of the public.		
<b>Meeting started:</b>	19:00	<b>Meeting closed:</b>	20:00

250206/

**1. APOLOGIES FOR ABSENCE.**

Apologies were accepted from Cllrs. Hampson, McKelvey and Norse.

**2. APPROVE THE MINUTES OF THE COUNCIL MEETINGS HELD ON 14 NOVEMBER 2024.**

The minutes were approved and signed by the Chair.

**3. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.**

Cllr. Finn expressed interest in Agenda Item 9 – Request for a donation from the Little Green Bus Company

**4. PUBLIC PARTICIPATION.**

Several members of the public were present at the meeting including the Chair of Governors at Simonstone School, who spoke about the safety of the children attending the school and the volume of traffic through the village and the impact it has on the children and their commute to school either by car or on foot.

*Note: Agenda Item 8, 'School Field Footpath' was brought forward for consideration as it was relevant to the public participation discussions.*

**RESOLVED THAT COUNCIL:**

- Thanked the School Governor for addressing the meeting.
- Requested the Clerk to add the schools concerns over road safety and the ongoing matter of the 'School Footpath' to future Council meetings.

**5. FINANCE REPORT.**

The Clerk submitted a report seeking approval for the accounts to date, Reconciliation of Receipts and Payments and the Schedule of Payments.

RESOLVED THAT COUNCIL:

- Approve the accounts to date.
- Approve the Reconciliation of Receipts and Payments as set out in the Report and Table b below.
- Approve Schedule of Payments as set out in the Table a below:

Table a

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Ref.
1		Dr John Barker	Contribution to crib expenses	100.00	0.00	100.00	Paid	Amenity Exp.
2	MV058B	Cllr. Vaughton	Light connectors	54.34	9.06	45.28	Paid	Amenity Exp.
3	MV022B	Cllr. Vaughton	Extention lead	11.19	9.32	1.87	Paid	Amenity Exp.
4		Martholme Greenway	Donation (Dr John Barker)	100.00	0.00	100.00	Paid	Sundry
5	BK367009	Cllr. Peat (Higher Trapp)	Pensioners Lunch - Deposit 1	192.00	0.00	192.00	Paid	Sundry
6	9137	RVBC	Wheel bin emptying	530.41	88.40	442.01	Paid	Amenity Exp.
7	190461	Cllr. Norse	School Gift - stampers	20.97	3.49	17.48	Paid	Sundry
8	190484	Cllr. Norse	School Gift - wooden decorations	47.97	7.99	39.98	Paid	Sundry
9	1637138	Cllr. Norse	School Gift - felt pens	79.92	13.32	66.60	Paid	Sundry
10	1344	CKW Electrical Ltd	Install Cable protector	167.87	0.00	167.87	Paid	Sundry
11	1345	CKW Electrical Ltd	Electrical condition report	180.00	0.00	180.00	Paid	Sundry
12	BK367009	Cllr. Peat (Higher Trapp)	Pensioners Lunch - Deposit 2	66.00	0.00	66.00	Paid	Sundry
13		Cllr. Peat	Raffle conribution to Read PC	18.00	0.00	18.00	Paid	Sundry
14	BK367009	Cllr. Vaughton	Deposit to Higher Trapp	22.00	0.00	22.00	Paid	Sundry
<b>Totals:</b>				<b>1,590.67</b>	<b>131.58</b>	<b>1,459.09</b>		

Note: Approval is not usually sought for people or organisations where the Parish Council has a contractual relationship or has already been agreed by Council.

**Summary of Receipts and Payments**

Table b

	£
Balance carried forward at 1st April 2024:	9,286.46
Add total <b>receipts</b> to date:	9,713
Less total <b>payments</b> to date:	-12,527.72
<b>Balance:</b>	<b>6,471.74</b>
	£
<b>Unity Trust Bank Balance as at 01/02/25:</b>	<b>6,471.74</b>

If these two figures are different an explanation is required.

**6. PUBLIC RIGHTS OF WAY – ACCESS TO THE FOOTPATH ON WHINS LANE**

The Clerk submitted a report updating members on access to a local footpath (FP1210024) to the north of a property on Whins Lane, Simonstone.

Members were reminded that at their meeting on 14 November 2024, they discussed restoring unhindered access to the footpath, if the landowner, for whatever reason was unable to permit a gateway installation. As at the date of this meeting the footpath still did not have unhindered access.

RESOLVED THAT COUNCIL:

- a. Keep a watching brief on the issue.
- b. Contact LCC and ask them for a status update.

**7. VE DAY 2025 – PLANNED ACTIVITIES.**

The Clerk submitted a Report requesting members to consider the activities the Parish Council may consider undertaking for VE Day 2025. The Report noted that VE Day in 2025 marks the 80th anniversary of the end of the Second World War, with two key dates, Thursday 8 May and Friday 15 August.

Members were reminded that at their meeting on 14 November 2024, they approved a budget of £500 for VE Day commemorations and agreed to consider possible events at a future meeting of the Council.

RESOLVED THAT COUNCIL:

- a. Approve the setting up of a Working Group tasked with looking at possible activities and reporting back to the Council.
- b. Request Cllr. Vaughton to contact Read Parish Council in regard to hosting a joint event.

**8. SCHOOL FIELD 'FOOTPATH'**

The Clerk submitted a Report asking members to consider an issue that had been raised by parishioners and the Chair of Governors at Simonstone School. (*Also see Agenda Item 4, Public Participation*).

The Report set out comprehensive considerations by both Cllr. Pollard and Cllr. Duckworth.

RESOLVED THAT COUNCIL:

- a. Thanked both Cllr. Duckworth and Cllr. Pollard for their contributions to the debate on this matter.
- b. Agree to make a request to the LCC PROW Team to include the path in the definitive PROW map.
- c. Agree to consider all actions that the Council can take to address the concerns raised by the Chair of School Governors regarding the safety of children enroute to and from school.

**9. LITTLE GREEN BUS – DONATION REQUEST**

The Clerk submitted a Report asking members to consider a request from Little Green Bus for financial support.

The report noted that the Clerk had received an email (as had all parish and town councils in the Ribble Valley) from Little Green Bus asking the Council to consider providing financial support to enable them to maintain their services.

RESOLVED THAT COUNCIL:

Request the Clerk to contact Little Green bus and ask them:

- a. To complete the Council's Grant Request Form.
- b. To explain their level of reserves.
- c. To provide information on the services they provide in Simonstone and Read

**10. UPDATE ON ACTION FROM PREVIOUS MEETINGS.**

The Clerk presented a report updating members on actions from recent meetings.

RESOLVED THAT COUNCIL:

Note the report.

**11. PLANNING REPORT.**

The clerk submitted a report on the relevant planning applications that had been submitted since the last Council meeting. Members were reminded that weekly planning applications and decided lists of planning applications are available to view on the RVBC website by using the link below:

[https://www.ribblevalley.gov.uk/weekly\\_lists](https://www.ribblevalley.gov.uk/weekly_lists)

RESOLVED THAT COUNCIL:

Note the report.

**12. CRIME STATISTICS UPTO DECEMBER 2024**

The Clerk submitted a report updating members on the latest crime statistics up to December 2024 as provided by PCSO Katie Ferguson.

RESOLVED THAT COUNCIL:

Note the report.

**13. COUNCILLOR REPORTS.**

Parish Councillor Duckworth and Borough Councillor Peplow submitted reports for consideration by the Council.

Cllr. Peat noted that he had attend the Ribble Valley regional LALC meeting, the Parish Council Liaison Meeting and also provided an update on Local Government Devolution across Lancashire.

RESOLVED THAT COUNCIL:

Thanked Cllr. Duckworth and Cllr. Peplow for their informative reports.

**14. SPRING NEWSLETTER.**

RESOLVED THAT COUNCIL:

Agree to defer issuing a Newsletter to Autumn 2025.

**15. CONSIDERATION OF MATTERS NOT ON THE AGENDA.**

RESOLVED THAT COUNCIL:

Agree to set up a Christmas 2024 – Lessons Learnt Working Group.

**16. PARISH PLAN.**

RESOLVED THAT COUNCIL:

Agree to continue working on the Parish Plan and provide an update to a future meeting of the Town Council.

**17. FREQUENCY OF FUTURE MEETINGS**

RESOLVED THAT COUNCIL:

Agree to hold Council meetings every two months

**Future Meetings 2025:**

- 6 March
- 8 May (Annual Meeting of the Parish Council and Annual Parish Meeting)

# Agenda Item 5

**For Decision**

**Simonstone Parish Council**

Meeting Date: 06/03/2025

Title: **Finance Report**

Submitted by: Clerk and Responsible Financial Officer

**Purpose of the report:**

To update members of the Council's financial position and to seek approval of the accounts to date and agree any payments to be made.

**Recommendations:**

1. Approve the Report and specifically the:
  - a. Schedule of Payments.
  - b. Reconciliation of Receipts and Payments.

## Schedule of Payments to be considered for approval.

#	Ref.	Payee	Description	Gross £	Vat £	Net £	Due Date	Ref.
1	01T41276	Cllr. Pollard	Postmix for Crib	25.78	4.30	21.48	Paid	Sundry
<b>Totals:</b>				<b>25.78</b>	<b>4.30</b>	<b>21.48</b>		

**Note:**

Approval is not usually sought for Direct Debit payments or for people or organisations where the Parish Council has a contractual relationship or has already approved payment.

# Receipts for the period 1st April 2024 to 31st March 2025.

Bank		Income Streams					Totals
Date	Reference	Details	RVBC Precept	VAT Repay	RVBC Grants/Other	Other Grants	
08/04/2024		RVBC - Precept payment	8,400.00				8,400.00
03/07/2024	422557	LCC PROW and Bio diversity Grant				800.00	800.00
23/09/2024	054992	Concurrent Grant			313.00		313.00
09/12/2024	09373	Lunch Grant			200.00		200.00
Total:			8,400.00	0.00	513.00	800.00	9,713.00

# Schedule of Payments made for the period 1st April 2024 to 31st March 2025

Dates		Administration Expenses								Amenity Expenses					
CHQ Stub	Bank Recon.	CHQ No./Ref	Details	Clerk Salary	HMRC Tax/NIC	Expenses	General Admin.	Website and IT Expenses	Other Admin.	General Maintenance	Play Areas	Other Expenses	Sundry Expenses	VAT	Total
07/03/24	02/04/24	101563	Use It				51.78								51.78
07/03/24	12/03/24	101564	LALC Civility (£30)												-
07/03/24	04/04/24	101565	RS Village Hall - February						22.00						22.00
07/03/24	04/04/24	101566	RS Village Hall - Interview - December						11.00						11.00
04/04/24	11/04/24	101567	LALC Training				35.00								35.00
04/04/24	09/04/24	101568	Clean Bus Shelter									65.00			65.00
04/04/24	09/05/24	101569	Use IT					2.08						0.42	2.50
04/04/24	08/04/24	101570	Clr. Hampson (Paper)			8.32								1.67	9.99
09/05/24	21/05/24	101571	Under payment previous clerk	7.20											7.20
09/05/24	19/06/24	101572	Sabden PC Lengthsman 2023/24							216.00					216.00
09/05/24	19/06/24	101573	Sabden PC Lengthsman 2024/25							300.00					300.00
09/05/24	05/06/24	101574	Room hire Clerk interview St John's						15.00						15.00
09/05/24	22/05/24	101575	GDPR annual subscription						40.00						40.00
	15/05/24	101576	Zurich Insurance						267.88						267.88
	20/06/24	101577	Use it Computers					17.26							17.26
	05/06/24	101578	Contribution to Read Playground 2024								375.00				375.00
	20/06/24	101579	Use it Computers					2.08						0.42	2.50
	01/07/24	DD	Easy Websites					48.40						9.68	58.08
	17/07/24	101580	Use it Computers					2.08						0.42	2.50
10/06/24	30/09/24	101581	St. Peter's Letting May 2024 - April 2025						200.00						200.00
	17/07/24	101582	Use it Computers - Office 365					12.26							12.26
	20/06/24	101583	Fees to cover clerk duties - Lord Accountancy						250.00						250.00
	27/06/24	101584	Internal Audit - David Swift				70.00								70.00
	16/07/24	101585	Clr. Hampson D-Day celebration										20.00		20.00
	26/07/24	101586	Ark Plastics - Bench									525.00		105.00	630.00
	23/07/24	101587	Clerk Salary - May 2024	343.20											343.20
	23/07/24	101588	Clerk Salary - June 2024	343.20											343.20
	01/08/24	DD	Easy Websites					48.40						9.68	58.08
	16/0724	101589	HMRC Cumbernauld		172										171.60

Dates			Administration Expenses							Amenity Expenses				VAT	Total
CHQ Stub	Bank Recon.	CHQ No./Ref	Details	Clerk Salary	HMRC Tax/NIC	Expenses	General Admin.	Website and IT Expenses	Other Admin.	General Maintenance	Play Areas	Other Expenses	Sundry Expenses		
	07/08/24	101590	Use it Computers					2.08						0.42	2.50
Unity	27/08/24	367009	High Trapp Deposit - Cllr. Peat										50.00		50.00
Unity	30/08/24		Clerk Salary - August 2024	343.20											343.20
DD	02/09/24		Easywebsites - Email and website hosting					48.40						9.68	58.08
Unity	02/09/24	20232406	PKF Littlejohn - AGAR for 2023 Audit				252.00								252.00
Unity	16/09/24		Cllr. Norse IKEA for D-Day										28.46		28.46
Unity	16/09/24		Clerk Salary - September 2024	343.20											343.20
Unity	16/09/24	3769	DM Payroll Services				60.00								60.00
Unity	16/09/24	2425117	LALC annual subscription						249.27						249.27
Unity	19/09/24	Use It	Invoices: 0531, 40947, 41154, 41368, 41878 and 41667					57.37						11.47	68.84
Unity	30/09/24	Unity	Service Charge (Bank)				7.04								7.04
Unity	01/10/24	DD	Easywebsites - Email and website hosting					48.40						9.68	58.08
Unity	14/10/24		Grant to Easi-Beats										100.00		100.00
Unity	14/10/24		Nativity set (paid by clerk)									103.71		20.74	124.45
Unity	15/10/24		Clerk Salary October 2024	343.00											343.00
Unity	16/10/24		HMRC Cumbernauld (three months)		429										429.00
Unity	31/10/24		Service Charge (Bank)				5.40								5.40
Unity	01/11/24	DD	Easywebsites - Email and website hosting					46.20						9.24	55.44
Unity	04/11/24		Use It Computers - Invoice 42127					2.08						0.42	2.50
Unity	04/11/24		Royal British Legion 2 x wreaths										80.00	20.00	100.00
Unity	04/11/24		Barrie Tyrer - old website termination					135.20							135.20
Unity	06/11/24		Festive Lights									1,528.47		305.69	1,834.16
Unity	12/11/24	42330	Use It Computers					16.30						3.26	19.56
Unity	12/11/24	42591	Use It Computers					2.08						0.42	2.50
Unity	12/11/24	42793	Use It Computers					16.30						3.26	19.56
Unity	15/11/24		Clerk - Salary November 2024	343.20											343.20
Unity	25/11/24		John Barker - Crib Expenses										100.00		100.00
Unity	25/11/24	MV058B	Cllr. Vaughton - Light Connectors									45.28		9.06	54.34
Unity	25/11/24	MV022B	Cllr. Vaughton - Extention Lead									9.32		1.87	11.19
Unity	25/11/24		Donation for Crib - Martholme Greenway										100.00		100.00
Unity	25/11/24		2024/25 Lenghtsman Scheme							700.00					700.00

Dates				Administration Expenses						Amenity Expenses					
CHQ Stub	Bank Recon.	CHQ No./Ref	Details	Clerk Salary	HMRC Tax/NIC	Expenses	General Admin.	Website and IT Expenses	Other Admin.	General Maintenance	Play Areas	Other Expenses	Sundry Expenses	VAT	Total
Unity	25/11/24	BK367009	Higher Trapp - Pensioners Lunch deposit 1										192.00		192.00
Unity	30/11/24		Bank Service Charge				6.00								6.00
Unity	02/12/24	RQYY&	Easywebsites - Email and website hosting					46.20						9.24	55.44
Unity	04/12/24	9137	RVBC - Wheel Bin Emptying							442.01		88.40			530.41
Unity	04/12/24	190461	Cllr. Norse School Gift 1 (Stampers)										17.48	3.49	20.97
Unity	04/12/24	190484	Cllr. Norse School Gift 2 (Wooden decorations)										39.98	7.99	47.97
Unity	04/12/24	1637138	Cllr. Norse School Gift 3 (Felt Pens)										66.60	13.32	79.92
Unity	04/12/24	1344	CKW Electrical Ltd										180.00		180.00
Unity	04/12/24	1345	CKW Electrical Ltd										167.87		167.87
Unity	16/12/24		Clerk - Salary December 2024	343.20											343.20
Unity	16/12/24	43029	Use It Computers					2.08						0.42	2.50
Unity	16/12/24	BK367009	Cllr Peat - Higher Trapp Deposit 2										66.00		66.00
Unity	16/12/24	43278	Use It Computers					16.30						3.26	19.56
Unity	31/12/24		Bank Service Charge				6.00								6.00
Unity	02/01/25		Easywebsites - Email and website hosting					46.20						9.24	55.44
Unity	16/01/25	43674	Use It Computers					16.30						3.26	19.56
Unity	16/01/25	43537	Use It Computers					2.08							2.08
Unity	16/01/25		Clerk Salary January 2025	343.20											343.20
Unity	16/01/25	8521	HMRC		686.40										686.40
Unity	16/01/25		Cllr. Peat - Payment to Read - Raffle										18.00		18.00
Unity	16/01/25		Cllr. Vaughton - Christmas Lunch										22.00		22.00
Unity	29/01/25	4011	DM Payroll Services				60.00								60.00
Unity	31/01/25		Service Charge (Bank)				6.00								6.00
Unity	03/02/25	DD	Easy websites					46.20						9.24	55.44
Unity	26/02/25		Clerk - Salary February	343.20											343.20
Unity	26/02/25		Use It Computers - 44133					16.30						3.26	19.56
Unity	26/02/25		Use It Computers - 43967					2.08						0.42	2.50
Unity	26/02/25		Use It Computers - 43537					0.42							0.42
Unity	27/02/25		Cllr. Pollard - Postmix for Crib										21.48	4.30	25.78
Unity	28/02/25		Service Charge (Bank)				6.00								6.00
TOTALS				3,095.80	1,287.00	8.32	565.22	701.13	1,055.15	1,658.01	375.00	2,365.18	1,269.87	599.94	12,980.62

## Summary of Receipts and Payments

	£	
Balance carried forward at 1st April 2024:	9,286.46	
Add total <b>receipts</b> to date:	9,713	
Less total <b>payments</b> to date:	-12,980.62	
<b>Balance:</b>	<b>6,018.84</b>	<i>If these two figures are different an explanation is required.</i>
	£	
<b>Unity Trust Bank Balance as at 01/03/25:</b>	<b>6,018.84</b>	

**The Switch from Barclays Bank to Unity Trust Bank took place on 16 August 2024.**

Amount transferred = £15,086.93

Switch Authorised by:

- David Peat
- Clifton Pollard
- Stephen Finn

# Comparisons as at 01/03/2025

	FINAL ACCOUNTS 2023/24	BUDGET 2024/25	ACCOUNTS TO DATE 2024/25
<b>INCOME</b>	£	£	£
RVBC Precept:	8,400	8,400	8,400
Concurrent and other grants:	0	0	1,313
HMRC VAT Refunds:	0	0	0
LCC, sundry and other grants:	0	0	0
	<b>8,400</b>	<b>8,400</b>	<b>9,713</b>
<b>EXPENDITURE</b>			
<b>Administration Expenses:</b>	£	£	£
Clerk's salary:	0	0	3,095.80
HMRC: Employers Tax and NIC:	0	0	1,287.00
Expenses: mileage etc.	0	0	8.32
General Administration:	0	0	565.22
Website and email hosting, software/hardware:	0	0	701.13
Other Admin:	0	0	1,055.15
	<b>0</b>	<b>0</b>	<b>6,712.62</b>
<b>Amenity Expenses:</b>	£	£	£
General maint and lengthsman.:	0	0	1,658.01
Play area and Read play area	0	0	375.00
Other Expenses	0	0	2,365.18
	<b>0</b>	<b>0</b>	<b>4,398.19</b>
<b>Sundry Expenses:</b>	£	£	£
Christmas trees, lights and bunting:	0	0	0.00
Remembrance Sunday - wreath etc:	0	0	0.00
Defibrillator costs:	0	0	0.00
Other Sundry Expenses:	0	0	1,269.87
	<b>0</b>	<b>0</b>	<b>1,269.87</b>
<b>VAT on Expenses to be Reclaimed:</b>			<b>599.94</b>
	£	£	£
<b>Total Expenditure:</b>			<b>12,980.62</b>
<b>SUMMARY:</b>	£	£	£
Income:	0	0	9,713.00
Expenditure:	0	0	-12,980.62
	<b>0</b>	<b>0</b>	<b>-3,267.62</b>
<b>BALANCE:</b>	£		£
Balance brought forward at 1 April:		2023/24 balance carried forward:	9,286
Add surplus / less deficit for the year:		2024/25 Balance to date:	(3,268)
Balance to be carried forward:		Overall Balance:	<b>6,018.84</b>

# Cash Flow Forecast for the period 1st April 2024 to 31st March 2025

		Actual Income											Forecast	Total
INCOME	Stream	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	
1	RVBC Precept	Precept	8,400.00											8,400.00
2	RV in Bloom	RVBC Grant												0.00
3	HMRC VAT Return	VAT Repay											650.00	650.00
4	Concurrent Funding	RVBC					313.00							313.00
6	Other RVBC Grants	RVBC Grant								200.00			150.00	350.00
7	Other Income	Other												0.00
8	Other Funding	LCC				800.00								800.00
Totals:		8,400.00	0.00	0.00	800.00	0.00	313.00	0.00	0.00	200.00	0.00	0.00	800.00	10,513.00

		Actual Expenditure											Forecast	Total
EXPENDITURE	Stream	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	
20	Use-It	Admin. Exp.	51.78	2.50	19.76	14.76	2.50	68.84		44.12	22.06	21.64	22.48	293.44
21	Easy Web/web site	Admin. Exp.				58.08	58.08	58.08	190.64	55.44	55.44	55.44	55.44	644.72
22	RVBC Payments	Other Exp								530.41				530.41
23	LALC Subs. training	Sundry Exp.	35.00				249.27							284.27
24	Accountant and PKF LJ	Admin. Exp.			320.00		252.00							572.00
25	Consum/License/GDPR	Admin. Exp.	9.99	40.00										49.99
26	Clerk Salary	Staff Costs		7.20		686.40	343.20	343.20	343.20	343.20	343.20	343.20	343.20	3,439.00
27	Defrib./Bus Shelter	Sundry Exp.												0.00
28	Bank charges	Admin. Exp.					7.04	5.40	6.00	6.00	6.00	6.00	6.00	42.44
29	HMRC Income Tax	Staff Costs				171.60		429.00					429.00	1,029.60
30	Payroll services	Admin. Exp.					60.00				60.00			120.00
31	Clerk Expenses	Staff Costs											70.00	70.00
32	Amenity etc.	Amenity Exp.	65.00		375.00	630.00	28.46							1,098.46
33	Insurance	Admin. Exp.		267.88										267.88
34	Room Hire	Admin. Exp.	33.00		15.00		200.00							248.00
35	Lengthsman/Other Maint	Grnd Maint			516.00				700.00					1,216.00
36	Training/Other Subs	Sundry Exp.												0.00
37	Grants/Donations	Other Exp.						100.00	100.00				550.00	750.00
38	Remembrance/Other	Sundry Exp.				20.00			100.00					120.00
39	Christmas	Sundry Exp.				50.00		124.45	2,191.69	562.73	40.00	25.78		2,994.65
Totals:		194.77	317.58	1,245.76	1,580.84	453.78	1,266.89	1,059.93	3,675.65	1,519.84	526.28	452.90	1,476.64	13,770.86

2024/25 FORECAST	£
Forecast Income	10,513
Forecast Expenditure	13,771
<b>Forecast Balance 2024/25</b>	<b>-3,258</b>

EOY 2025 FORECAST	£
Balance at 01/03/25	<b>6,018.84</b>
Forecast Income - March onwards	800
Forecast Spend - March onwards	1,477
<b>Balance EOY</b>	<b>5,342</b>

For reference:	
Balance EOY 2023/24 = 9,286	

2024-2025 - Unity Trust Bank Statements												
DETAILS	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March
Balance brought forward 31 March 2023	9,286.46	17,491.69	17,174.11	15,928.35	15,147.51	14,693.73	13,739.84	12,679.91	9,004.26	7,684.42	6,471.74	6,018.84
Income 2024/25:	8,400.00	0.00	0.00	800.00	0.00	313.00	0.00	0.00	200.00	0.00	0.00	
Expenditure 2024/25:	194.77	317.58	1,245.76	1,580.84	453.78	1,266.89	1,059.93	3,675.65	1,519.84	526.28	452.90	
Balance:	<b>17,491.69</b>	<b>17,174.11</b>	<b>15,928.35</b>	<b>15,147.51</b>	<b>14,693.73</b>	13,739.84	12,679.91	9,004.26	7,684.42	7,158.14	6,018.84	
Bank Statement Balance:	<b>17,491.69</b>	<b>17,174.11</b>	<b>15,928.35</b>	<b>15,147.51</b>	<b>14,693.73</b>	<b>13,739.84</b>	<b>12,679.91</b>	<b>9,004.26</b>	<b>7,684.42</b>	<b>6,471.74</b>	<b>6,018.84</b>	
Statement Date:	30/04/24	31/05/24	30/06/24	31/07/24	31/08/24	30/09/24	31/10/24	30/11/24	31/12/24	31/01/25	28/02/25	31/03/25

# Barclays Business Premium Account

£

Balance carried forward at 31 March 2024:	9,000.56
Expenditure April 2024 to 31 March 2025:	0.00
Balance at 31 May 2024	9,000.56
Balance at 31 August 2024	9,034.22
Balance at 30 September 2024	9,068.00
Balance at 31 October 2024	9,068.00
Balance at 29 November 2024	9,068.00
Balance at 31 December 2024	9,101.91

Meeting Date:	6 March 2025
Title:	Countryside Charity - Membership
Submitted by:	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

For members to consider renewing membership to the Countryside Charity.

### 2. Introduction.

Members are reminded that the Charity can provide a source of information on a range of planning matters as well as issues relating to the environment.

For additional information, please visit their website: [Homepage - CPRE Lancashire](#)

### 3. Financial Considerations.

The membership fee for Parish Councils for 2025 is £60.

### 4. Members are recommended:

To consider renewing membership to the Countryside Charity.

Meeting Date:	6 March 2025
Title:	Grant Applications
Submitted by:	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

For members to consider grant applications from Readstone Environment Group (Appendix 1), Padiham on Parade (Appendix 2), and Read and Simonstone Village Hall (Appendix 3)

### 2. Introduction.

Members are reminded that they approved a revised Grant Policy and Grant Application Form at their meeting on 11 July 2024 (See Appendix a). The underlying tenet of the Policy is that:

*Simonstone Parish Council can make monetary grants to groups and organisations that **work for the benefit of the local community within Simonstone.***

### 3. Members are recommended:

To consider the grant applications.

# Simonstone Parish Council

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## For Information

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### Grant Application Policy - 2024/25

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Adopted: 11/07/2024

Chairman: Cllr. D Peat

Minute Ref.: 240711/6

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*Administered by Clerk and Responsible Financial Officer to  
Simonstone Parish Council.*

*Review Date: January 2025*

## **The aim of the policy is to ensure openness, transparency and fairness to all groups and organisations that wish to apply to the Parish Council for a grant.**

Simonstone Parish Council can make monetary grants to groups and organisations that work for the benefit of the local community within Simonstone.

An organisation can only make one application for a grant in any one financial year (April to March). In exceptional circumstances the Council may consider additional requests. The Council regrets that it is not able to make grants to individuals therefore, applications must be from three or more people.

Application forms and further details are available from Simonstone Parish Council's Clerk. Details are provided at the end of this document.

### **CONDITIONS OF FUNDING**

- Applications will be considered from charitable or non-profit making organisations.
- Applications will be considered for projects being carried out by three or more people.
- Applications for funding must include a fully completed Grant Application Form with all the yellow sections completed, and all requested information provided.
- The Clerk may aid the applicant in completing the form, especially if disabilities would otherwise impede an application being made. However, this is at the discretion of the Clerk and cannot fully use the quota of time the Clerk has available for Council matters.
- Applications must include a cost / benefit analysis and demonstrate a benefit to a group of people within Simonstone.
- The organisation must have clearly stated aims and objectives.
- The organisation must provide or propose to provide an activity or service that is believed to be clearly needed by the local community or by a particular group of residents.
- The organisation must provide a written constitution that has been formally adopted by the membership, or in the event of a less formal organisation, a similar written document.
- Simonstone Parish Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified on the application form.
- A timeframe to be agreed for the grant to be spent and evidence reported back to Simonstone Parish Council.
- Organisations that receive a grant are required to acknowledge the contribution from Simonstone Parish Council on publicity and printed material and in all public communications, such as websites, press releases and newsletters.

### **PROPORTIONALITY**

Simonstone Parish Council does not wish the application form to deter smaller groups of residents getting together to work on a project for the benefit of the community. Therefore, for requests under £60 only an application form needs to be completed. Full financial statements are not required.

### APPLICATIONS THAT WILL **NOT** BE CONSIDERED

- From a single individual or a group of less than three persons.
- From commercial enterprises set up to generate profit.
- From health, education or welfare organisations whose services should be provided by statutory funding.
- From organisations intending to support or oppose any particular political party.
- From organisations that discriminate on the grounds of race, religion or sexual orientation.
- From private organisations that operate as a business to make profit or surplus.

### APPLICATIONS THAT WILL **NOT** USUALLY BE CONSIDERED

From national organisations or local groups with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.

### OTHER CONSIDERATIONS

- Grants will not be awarded on a retrospective basis but only on future funding requirements.
- Simonstone Parish Council reserves the right to request copies of the organisation's audited accounts, or in the case of a charity, their annual return.
- A copy of the organisation's latest bank statement is required to be included with the application and it will be into this account that any grant will be paid and not an individual account.
- Grant applicants if they wish, can address the meeting at which their grant is being considered.

- Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs.  
Compliance with this requirement will need to be demonstrated throughout the project. The Council can provide grants under s.137 to religious groups and churches so long as a benefit is demonstrated to many in the community and not just the respective congregations of the religious group(s).
- Applications from education, health or social service establishments will be considered only where the organisation can demonstrate that it is working in partnership with other groups and where there are direct benefits to the wider community within Simonstone.

For further information please contact the Parish Clerk.

### WHAT WE NEED FROM YOU

- Supporting information / evidence needed for the project.
- Evidence of secured funding / applications for other funding.
- Estimates or quotes for work / equipment where appropriate.
- A copy of your organisation's latest bank statement or statement of accounts.

## ADDITIONAL INFORMATION

The organisation will normally be expected to have clearly written aims and objectives, a written constitution and membership rules, copies of which should be submitted as part of the application.

All applications must demonstrate clearly how a grant or subsidy will be of benefit to the local community.

An organisation is required to submit audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation, a detailed budget and business plan.

Ongoing commitments to award grants or subsidies in future years will not be made.

A fresh application will be required each year. However, Simonstone Parish Council cannot guarantee funds across multiple years as it must strive to balance funding across multiple groups.

Each application will be assessed on its own merits and will be considered along with other applications at a Parish Council meeting. To ensure as fair a distribution as possible, the Parish Council will consider the amount and frequency of previous awards.

Due consideration will be taken of the extent to which funding has been sought or secured from other sources or own fundraising activities. Further details of other organisations that may be supportive may be obtained from Simonstone Parish Council's Clerk.

If approved by the Council, the grant will be paid directly into a bank account. It must be acknowledged promptly by the organisation, stating the amount granted.

Any grant must only be used for the purpose for which it was awarded unless the written approval of Simonstone Parish Council has been obtained for a change in use of the grant monies, and that any unspent portion of the grant must be returned to Simonstone Parish Council by the end of the financial year following the year in which it was awarded.

Simonstone Parish Council reserves the right to request feedback or receipts to demonstrate how the money has been spent and/or to inspect the outcome of the expenditure.

There are certain instances where a Council are required by law to have sight of a report as to how money has been spent, where s.137 is used as the spending power, and where assistance worth £250 or more is given to a voluntary body, the body must give a written report to a Council within 12 months stating how the money has been used.

## Further Information and Applications Forms.

Application forms and further information is available from the Parish Council's Clerk:

Post: 14 Longridge Road, Chipping, Preston, Lancashire, PR3 2QD

Tel: 07855 183 444

Email: [clerk@simonstone-pc.gov.uk](mailto:clerk@simonstone-pc.gov.uk)

Application forms are also available on the Council's website [www.simonstone-pc.gov.uk](http://www.simonstone-pc.gov.uk)



# **SIMONSTONE PARISH COUNCIL**

## **GRANT APPLICATION FORM**

### **Introduction and Considerations**

The purpose of the grant is to support and develop non-profit initiatives which benefit Simonstone residents and support Parish Council aims.

When considering an application, the Parish Council will note both the number of Simonstone residents that would benefit from the grant and if the balance of funding benefits all age groups.

You are welcome to include any additional information you think would benefit your application when you submit it.

Finally, it is not the aim of this form to put any residents off applying for help with a small project to benefit fellow residents. However, we do have to have a form and process that will suit all grant requests. Therefore, if you have a lovely idea that you would like us to financially support because it would benefit fellow residents do, please apply and we will give it every consideration.

#### **Next Steps...**

**If you're requesting £1 - £149** please complete pages 1 and 2 of this document having considered the Notes and Rules on page 3.

**For any funding over £150**, in addition to completing this application form, please include your latest audited accounts and balance sheet; alternatively, please list the assets including cash of your organisation at the latest year end. You must also include a list of all officers if you have an official committee structure to your group.

**Thank you for wanting to be part of how we  
improve Simonstone for our residents.**

# GRANT (IN PRINCIPLE) APPLICATION FORM

**PLEASE USE THE NOTES THAT ARE ATTACHED WITH THIS FORM FOR GUIDANCE.**

**Yellow boxes must be completed.**

*If you are filling in the form electronically,  
simply click in the empty boxes and type, or use the tab key to move around the form*

Name of Organisation	Charity Number	VAT Reg. No.
Readstone Environment Group (REG).	N/A	N/A
	Date of establishment	July 2019

Name of applicant	Gayle Wray.
Position of applicant	Chair REG

Address of organisation	Address of applicant (if different from organisation)
42 Fountains Ave. Simonstone BB12 7PY	13 Dawson Ave, Simonstone, BB12 7JF.
Postcode BB12 7PY	Postcode BB12 7JF
Telephone	Telephone 07779506499
Email	Email gaylevictoriawray@gmail.com

Please tick	0-4 yrs	5-11	12-15	16-18	19-25	26-54	55-75	76+
Which age groups do you cater for?	✓	✓	✓	✓	✓	✓	✓	✓

Please tick applicable areas	Simonstone	Read	Whalley	Wider Ribble Valley	Other (please state)
Which areas do you cater for?	✓	✓			
How many people in these areas would benefit from us funding you?	150 +	150 +			

Purpose of your organisation (please continue on a separate sheet if needed)	Date funding needed by:
See Appendix 1a	As soon as possible
	Project will be delivered by:
	End of April 2025
	In order to get the wild-flower seeds sown.

# GRANT (IN PRINCIPLE) APPLICATION FORM

What will the funding be used for (tick those applicable)?

Ongoing costs	Staff costs	One-off Project	Equipment
-	-	£300	-

**What will you do with the funding?** *Please continue on a separate sheet if needed.*

We are applying for the £300 Biodiversity fund given annually to parish councils. With the funding we will buy Simonstone Primary School a Wormery, 2 Bird Boxes, wildflower seed 100% mix. for the Simonstone Lane Flower beds and the school and other patches around the village.

We also ask that the Lengthsman rotavate the flower beds at the bottom of Simonstone Lane at least once, maybe twice. Cost of this is unknown.

Wormery - £110 with worms and worm food to start off. Bird Boxes. £60. (Made by local resident). Wildflowers= £163.99. Plus Lengthsman time.

<b>Total amount of funding this project will need</b>	£	<b>£339.99</b>
<b>How much money do you already have organised for this project?</b>	£	-
<b>How much money do you require from Simonstone Parish Council?</b>	£	£339.99
<b>How much additional money will you need to find from elsewhere?</b>	£	-

Name of other organisation(s) providing funding	Date £ given	Amount £
None	/ /	£ -

<b>When do you need a decision by?</b>	<b>ASAP</b>	<b>What is your deadline to receive £?</b>	<b>ASAP</b>
--	-------------	--	-------------

<b>Please list any other groups that are involved in delivering the project this funding is for:</b>	None
--	------

<i>To help us comply with Code of Conduct regulations, please list any councillors on Simonstone Parish Council or the Clerk, that you, anyone in your household, or immediate family have any connection with:</i>	None
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<b>Final checks and signatures</b>		<i>Signature</i>	
Please tick all those you agree with:	✓	<i>Gayle Wray</i>	
I/Our organisation agree(s) to abide with the notes and rules laid out in the Notes section of this funding application.	✓	Print Name	Gayle Wray
If the aforementioned notes and rules are not upheld I/we will repay the money to Simonstone Parish Council	✓	Position held	Chair
I am authorised to sign this application	✓	Date	27/02/2025

# GRANT (IN PRINCIPLE) APPLICATION FORM

## Notes and Rules

1. Charity and VAT registration numbers are not mandatory, space is provided for it to be included for those who have them.
2. No monies requested and secured may be used for unlawful purposes.
3. No monies requested and secured may be used to the detriment of Simonstone residents or those involved with the project the funding is for.
4. If the project being funded involves children or vulnerable adults then all respective measures (*e.g. DBS checks, risk assessments etc*) must be adhered to and responsible bodies notified for any mandatory checks.
5. No funding can be provided for any groups that would fail to comply with Prevent Duty requirements, or in any way support or encourage extremist behaviour and activities.
6. Any applications that are contrary to policies and procedures of Lancashire County Council will not be considered or funded.
7. Applicants are responsible for their own respective insurance and liability cover (if applicable).
8. Depending on the level of funding being requested Simonstone Parish Council reserves the right to request additional documentation and/or a presentation prior to delivery of any funding.
9. By signing the funding application, you are confirming that you are authorised to sign this application and that you will be responsible for the adherence of these notes and rules.
10. Existing connections to councillors do not exempt individuals from funding applications but any and all connections must be disclosed at application stage so the Council can ensure that the respective councillor(s) do not vote on any application where it may be perceived they have a conflict of interest. As there can be legal repercussions for councillors who do not comply with these rules, we ask for your full honesty and cooperation, so we can protect all parties involved.
11. Evidence of how the money has been spent is required at the earliest opportunity for it to be provided. The Council reserves the right to approve what evidence is deemed appropriate.
12. Any photographs of people benefiting from the funding that the Council may share on their social media channels (*e.g. children in a play area, adults at a social event*) must have the consent of those photographed.
13. Council reserves the right to apply a deadline by which the funding given must be used.
14. **If after securing funding it is later found that not all information provided on this form, or in any later stages, was correct, or later judged as misleading, then some or all of the funding provided may be repayable to Simonstone Parish Council within 30 days of the parish council issuing a repayment notice**

## Simonstone Parish Council Does Not:

- Accept responsibility for the delivery of projects and/or their respective compliance(s)
- Guarantee individual promotion of projects funded, applicants are responsible for their own marketing and advertising costs (if applicable).

Please contact the Parish Council if you require help in answering the questions or completing the form.

**COMPLETED APPLICATIONS SHOULD BE EMAILED OR POSTED TO:**

**clerk@simonstone-pc.gov.uk**

**SPC Clerk c/o 14 Longridge Road, Chipping, Preston, Lancashire, PR3 2QD**

## GRANT (IN PRINCIPLE) APPLICATION FORM

### **Additional Information**

### Appendix 1a

**Readstone Environment Group (REG). Officers:**

Gayle Wray – Chair.

Mike Addis – Secretary

Alyson Stenhouse - Treasurer.



# READSTONE ENVIRONMENT GROUP

## **Aims**

- 1) To promote awareness of the need to reduce our Carbon Footprint and to influence people to monitor and change their daily habits and lifestyle to help reduce global warming.
- 2) To promote awareness of local biodiversity and work towards a richer natural environment.
- 3) To promote a cleaner built environment.
- 4) To promote the benefits of reducing waste and reusing 'stuff' by recycling and repairing. Also by reducing substances that harm the environment for example plastics and chemicals.

## **Objectives**

- 1) To encourage people to think more deeply how to reduce their carbon usage in major ways, e.g. through travel and heating their homes.
- 2) To encourage people to reduce their carbon footprint in minor ways and be mindful of all sources of energy usage.
- 3) To encourage people to reduce their reliance on single use plastics and use refillable containers.

- 4) To encourage the reuse and repair of household/personal items rather than buying new products.
- 5) To promote the use of local agencies to recycle all waste, in particular plastics, and other unwanted items, e.g. toys, tools, household goods.
- 6) To protect and enhance and in some cases restore the natural and built environment. For example, by litter collection. To include observing the river bank for litter so that it doesn't get into rivers and seas. By planting-up suitable areas with regard to biodiversity and removing non-native invasive plants for example Himalayan Balsam.
- 7) To encourage people to join in campaigns to put pressure on businesses and government to reduce global warming in a myriad of ways and to counteract biodiversity loss.
- 8) To liaise with similar agencies to fulfil our aims.

# **SIMONSTONE PARISH COUNCIL**

## **GRANT APPLICATION FORM**

### **Introduction and Considerations**

The purpose of the grant is to support and develop non-profit initiatives which benefit Simonstone residents and support Parish Council aims.

When considering an application, the Parish Council will note both the number of Simonstone residents that would benefit from the grant and if the balance of funding benefits all age groups.

You are welcome to include any additional information you think would benefit your application when you submit it.

Finally, it is not the aim of this form to put any residents off applying for help with a small project to benefit fellow residents. However, we do have to have a form and process that will suit all grant requests. Therefore, if you have a lovely idea that you would like us to financially support because it would benefit fellow residents do, please apply and we will give it every consideration.

#### **Next Steps...**

**If you're requesting £1 - £149** please complete pages 1 and 2 of this document having considered the Notes and Rules on page 3.

**For any funding over £150**, in addition to completing this application form, please include your latest audited accounts and balance sheet; alternatively, please list the assets including cash of your organisation at the latest year end. You must also include a list of all officers if you have an official committee structure to your group.

**Thank you for wanting to be part of how we  
improve Simonstone for our residents.**

# GRANT (IN PRINCIPLE) APPLICATION FORM

**PLEASE USE THE NOTES THAT ARE ATTACHED WITH THIS FORM FOR GUIDANCE.**

**Yellow boxes must be completed.**

*If you are filling in the form electronically,  
simply click in the empty boxes and type, or use the tab key to move around the form*

Name of Organisation	Charity Number	VAT Reg. No.
Padiham on Parade	N/A	N/A
	Date of establishment	02/09/2015

Name of applicant	Ida Carmichael
Position of applicant	Chair

Address of organisation		Address of applicant (if different from organisation)	
1 Park Mews Burnley			
Postcode	BB12 8AX	Postcode	
Telephone	07732 191791	Telephone	01282 423612
Email	padihamonparade@gmail.com	Email	

Please tick	0-4 yrs	5-11	12-15	16-18	19-25	26-54	55-75	76+
Which age groups do you cater for?	✓	✓	✓	✓	✓	✓	✓	✓

Please tick applicable areas	Simonstone	Read	Whalley	Wider Ribble Valley	Other (please state)
Which areas do you cater for?	✓	✓	✓	✓	Padiham, Burnley, Accrington and Rossendale
How many people in these areas would benefit from us funding you?					15,000

Purpose of your organisation (please continue on a separate sheet if needed)	Date funding needed by:
To promote Padiham on Parade which aims to bring together Veterans, Cadets & supporting Military Associations. We encourage general public to become aware of and involved in commemorating Armed Forces week.	31/05/2025
	Project will be delivered by:
	30/06/2025

# GRANT (IN PRINCIPLE) APPLICATION FORM

What will the funding be used for (tick those applicable)?

Ongoing costs	Staff costs	One-off Project	Equipment
✓	-	-	✓

**What will you do with the funding?** *Please continue on a separate sheet if needed.*

On an annual basis there is the need to replace some flags and flag poles which are used throughout Padiham Town Centre for this event.

<b>Total amount of funding this project will need</b>	£	<b>£110</b>
<b>How much money do you already have organised for this project?</b>	£	-
<b>How much money do you require from Simonstone Parish Council?</b>	£	£110
<b>How much additional money will you need to find from elsewhere?</b>	£	-

Name of other organisation(s) providing funding	Date £ given	Amount £
None	/ /	£ -

<b>When do you need a decision by?</b>	<b>30/04/25</b>	<b>What is your deadline to receive £?</b>	<b>31/05/25</b>
--	-----------------	--	-----------------

<b>Please list any other groups that are involved in delivering the project this funding is for:</b>	Padiham Town Council
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<i>To help us comply with Code of Conduct regulations, please list any councillors on Simonstone Parish Council or the Clerk, that you, anyone in your household, or immediate family have any connection with:</i>	Cllr. David Peat.
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<b>Final checks and signatures</b>		<i>Signature</i> <i>Ida Carmichael</i>	
Please tick all those you agree with:	✓		
I/Our organisation agree(s) to abide with the notes and rules laid out in the Notes section of this funding application.	✓	Print Name	Ida Carmichael
If the aforementioned notes and rules are not upheld I/we will repay the money to Simonstone Parish Council	✓	Position held	Chair
I am authorised to sign this application	✓	Date	26/02/2025

# GRANT (IN PRINCIPLE) APPLICATION FORM

## Notes and Rules

1. Charity and VAT registration numbers are not mandatory, space is provided for it to be included for those who have them.
2. No monies requested and secured may be used for unlawful purposes.
3. No monies requested and secured may be used to the detriment of Simonstone residents or those involved with the project the funding is for.
4. If the project being funded involves children or vulnerable adults then all respective measures (*e.g. DBS checks, risk assessments etc*) must be adhered to and responsible bodies notified for any mandatory checks.
5. No funding can be provided for any groups that would fail to comply with Prevent Duty requirements, or in any way support or encourage extremist behaviour and activities.
6. Any applications that are contrary to policies and procedures of Lancashire County Council will not be considered or funded.
7. Applicants are responsible for their own respective insurance and liability cover (if applicable).
8. Depending on the level of funding being requested Simonstone Parish Council reserves the right to request additional documentation and/or a presentation prior to delivery of any funding.
9. By signing the funding application, you are confirming that you are authorised to sign this application and that you will be responsible for the adherence of these notes and rules.
10. Existing connections to councillors do not exempt individuals from funding applications but any and all connections must be disclosed at application stage so the Council can ensure that the respective councillor(s) do not vote on any application where it may be perceived they have a conflict of interest. As there can be legal repercussions for councillors who do not comply with these rules, we ask for your full honesty and cooperation, so we can protect all parties involved.
11. Evidence of how the money has been spent is required at the earliest opportunity for it to be provided. The Council reserves the right to approve what evidence is deemed appropriate.
12. Any photographs of people benefiting from the funding that the Council may share on their social media channels (*e.g. children in a play area, adults at a social event*) must have the consent of those photographed.
13. Council reserves the right to apply a deadline by which the funding given must be used.
14. **If after securing funding it is later found that not all information provided on this form, or in any later stages, was correct, or later judged as misleading, then some or all of the funding provided may be repayable to Simonstone Parish Council within 30 days of the parish council issuing a repayment notice**

## Simonstone Parish Council Does Not:

- Accept responsibility for the delivery of projects and/or their respective compliance(s)
- Guarantee individual promotion of projects funded, applicants are responsible for their own marketing and advertising costs (if applicable).

Please contact the Parish Council if you require help in answering the questions or completing the form.

**COMPLETED APPLICATIONS SHOULD BE EMAILED OR POSTED TO:**

**clerk@simonstone-pc.gov.uk**

**SPC Clerk c/o 14 Longridge Road, Chipping, Preston, Lancashire, PR3 2QD**

# **SIMONSTONE PARISH COUNCIL**

## **GRANT APPLICATION FORM**

### **Introduction and Considerations**

The purpose of the grant is to support and develop non-profit initiatives which benefit Simonstone residents and support Parish Council aims.

When considering an application, the Parish Council will note both the number of Simonstone residents that would benefit from the grant and if the balance of funding benefits all age groups.

You are welcome to include any additional information you think would benefit your application when you submit it.

Finally, it is not the aim of this form to put any residents off applying for help with a small project to benefit fellow residents. However, we do have to have a form and process that will suit all grant requests. Therefore, if you have a lovely idea that you would like us to financially support because it would benefit fellow residents do, please apply and we will give it every consideration.

#### **Next Steps...**

**If you're requesting £1 - £149** please complete pages 1 and 2 of this document having considered the Notes and Rules on page 3.

**For any funding over £150**, in addition to completing this application form, please include your latest audited accounts and balance sheet; alternatively, please list the assets including cash of your organisation at the latest year end. You must also include a list of all officers if you have an official committee structure to your group.

**Thank you for wanting to be part of how we  
improve Simonstone for our residents.**

# GRANT (IN PRINCIPLE) APPLICATION FORM

**PLEASE USE THE NOTES THAT ARE ATTACHED WITH THIS FORM FOR GUIDANCE.**

**Yellow boxes must be completed.**

*If you are filling in the form electronically,  
simply click in the empty boxes and type, or use the tab key to move around the form*

Name of Organisation	Charity Number	VAT Reg. No.
Read and Simonstone Village Hall	N/A	N/A
	Date of establishment	November 2019

Name of applicant	Marie Hacking
Position of applicant	Trustee

Address of organisation	Address of applicant (if different from organisation)
Read and Simonstone Village Hall, East View, Read.	5 Victoria Lodge, Read
Postcode BB12 7PS	Postcode BB12 7SZ
Telephone 07732 191791	Telephone 01282 423612
Email enquiries@randsvh.co.uk	Email duncan.marie@talktalk.net

Please tick	0-4 yrs	5-11	12-15	16-18	19-25	26-54	55-75	76+
Which age groups do you cater for?	✓	✓	✓	✓	✓	✓	✓	✓

Please tick applicable areas	Simonstone	Read	Whalley	Wider Ribble Valley	Other (please state)
Which areas do you cater for?	✓	✓			
How many people in these areas would benefit from us funding you?	80 plus				

Purpose of your organisation (please continue on a separate sheet if needed)	Date funding needed by:
Run and maintain the Read and Simonstone Village Hall	01/05/2025
	Project will be delivered by:
	08/05/2025

# GRANT (IN PRINCIPLE) APPLICATION FORM

What will the funding be used for (tick those applicable)?

Ongoing costs	Staff costs	One-off Project	Equipment
-	-	✓	-

**What will you do with the funding?** *Please continue on a separate sheet if needed.*

VE Day celebrations 08/05/2025.  
 Artist: =£180, Catering: £440, Decorations: £60 = £680  
 Less charges £400 = £280 ÷ 2 = £140

<b>Total amount of funding this project will need</b>	<b>£</b>	<b>280</b>
<b>How much money do you already have organised for this project?</b>	£	-
<b>How much money do you require from Simonstone Parish Council?</b>	£	140
<b>How much additional money will you need to find from elsewhere?</b>	£	140

Name of other organisation(s) providing funding	Date £ given	Amount £
Read Parish Council	TBA	£

<b>When do you need a decision by?</b>	<b>01/05/25</b>	<b>What is your deadline to receive £?</b>	<b>01/05/25</b>
--	-----------------	--	-----------------

<b>Please list any other groups that are involved in delivering the project this funding is for:</b>	Read Parish Council
--	---------------------

<i>To help us comply with Code of Conduct regulations, please list any councillors on Simonstone Parish Council or the Clerk, that you, anyone in your household, or immediate family have any connection with:</i>	Cllr. David Peat, Cllr. Maureen Vaughton, Cllr. Stephen Finn and Cllr, Robert McKelvey
---	--

<b>Final checks and signatures</b>		Signature	
Please tick all those you agree with:	✓	M. Hacking	
I/Our organisation agree(s) to abide with the notes and rules laid out in the Notes section of this funding application.	✓	Print Name	M. Hacking
If the aforementioned notes and rules are not upheld I/we will repay the money to Simonstone Parish Council	✓	Position held	Trustee
I am authorised to sign this application	✓	Date	28/02/2025

# GRANT (IN PRINCIPLE) APPLICATION FORM

## Notes and Rules

1. Charity and VAT registration numbers are not mandatory, space is provided for it to be included for those who have them.
2. No monies requested and secured may be used for unlawful purposes.
3. No monies requested and secured may be used to the detriment of Simonstone residents or those involved with the project the funding is for.
4. If the project being funded involves children or vulnerable adults then all respective measures (*e.g. DBS checks, risk assessments etc*) must be adhered to and responsible bodies notified for any mandatory checks.
5. No funding can be provided for any groups that would fail to comply with Prevent Duty requirements, or in any way support or encourage extremist behaviour and activities.
6. Any applications that are contrary to policies and procedures of Lancashire County Council will not be considered or funded.
7. Applicants are responsible for their own respective insurance and liability cover (if applicable).
8. Depending on the level of funding being requested Simonstone Parish Council reserves the right to request additional documentation and/or a presentation prior to delivery of any funding.
9. By signing the funding application, you are confirming that you are authorised to sign this application and that you will be responsible for the adherence of these notes and rules.
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**clerk@simonstone-pc.gov.uk**

**SPC Clerk c/o 14 Longridge Road, Chipping, Preston, Lancashire, PR3 2QD**

<b>Meeting Date:</b>	<b>6 March 2025</b>
<b>Title:</b>	<b>Public Rights of Way – Access to a footpath on Whins Lane, Simonstone – Update.</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### **1. Purpose of the report.**

To update members on access to a local footpath (FP1210024) to the north of a property on Whins Lane, Simonstone.

### **2. Introduction.**

Members will recall that at their meeting on 14 November 2024, they discussed restoring unhindered access to the footpath, if the landowner, for whatever reason was unable to permit a gateway installation.

Members are also reminded that at the 6 February Council meeting they agreed to contact LCC for an update on the footpath.

### **3. Update:**

Both the Clerk and Cllr. Duckworth have been in touch with the PROW Team at LCC and are waiting for a response.

### **4. Members are recommended:**

To note the report.

Meeting Date:	6 March 2025
Title:	School Field 'Footpath' – Update Condition of footpath FP1210019
Submitted by:	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

- To update members on matters raised by parishioners and the Chair of the Governors at Simonstone School, regarding the 'path' from Harewood Avenue to School Lane.
- To discuss the condition of footpath FP1210019, where it passes through Ox Hey Wood.

### 2. 'School Footpath' - Background.

Members will recall that at the 14 November 2024 and 6 February 2025 meetings, members of the public and the Chair of the Governors at Simonstone School asked if the path from Harewood Avenue to School Lane could be improved, pointing out that it was used extensively by the public and by schoolchildren on their way to and from school.

Members will also recall that they agreed to make a request to the LCC Prow Team to include the path in the definitive PROW map. The Clerk has sent a request to LCC and is awaiting a response.

### 3. Potential Solution offered by Cllr. Duckworth

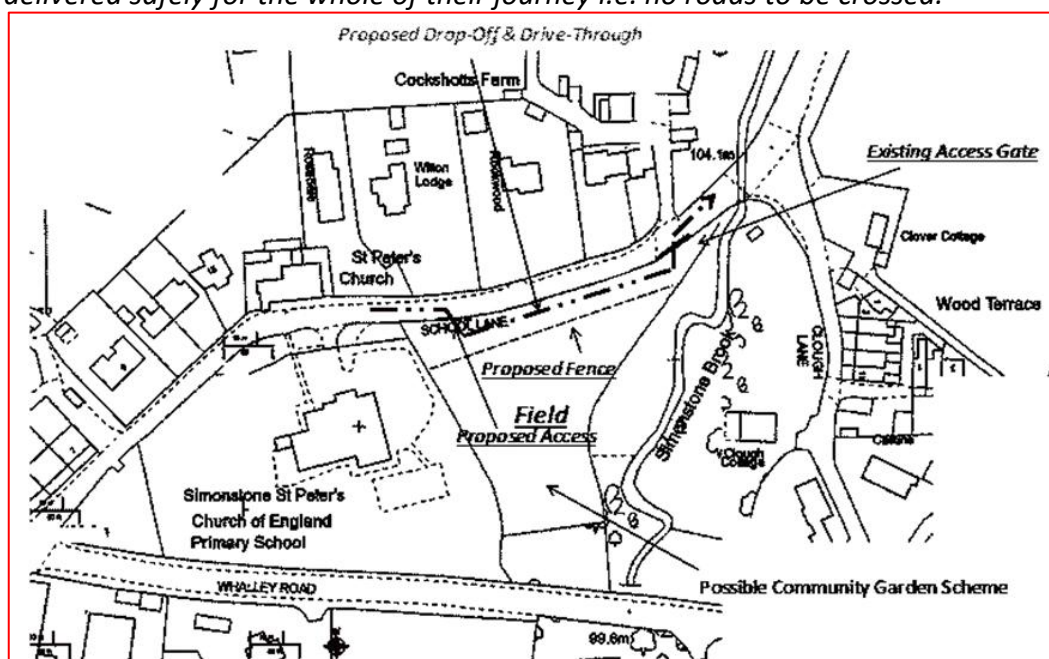
*The Parish Council, having no primary duty of care, is being asked to assume a responsibility by providing and maintaining a safe and secure footpath across the playing field for the purpose of delivering a safe route to school for children. The primary responsibility for ensuring that school children can be safely delivered to the school belongs to LCC Education Authority, the School, and the parents.*



Under section 508A of the **Education** Act 1996, local **authorities** must also promote the use of sustainable travel and transport for all **children** and young people of compulsory **school** age who travel to receive **education** in the local **authority** 's area.

Adjacent to the School grounds lies a field that has been unused for over 25 years. The field is owned by **LCC Education Authority**.

Given that there are no published plans for its use, this field could be used to accommodate a 'drive through and drop off zone' for parents delivering children to school using cars. The addition of a simple gateway between the field and the school ensures that children are delivered safely for the whole of their journey i.e. no roads to be crossed.



## Benefits

- Least risk solution for children's safety.
- No additional car parking on the avenues and no irate residents.
- The drop off zone can also be used to alleviate car parking on School Lane.
- Solution can be tailormade to meet the school's requirements.
- **Responsibility and costs held by the relevant authority.**

### 3.1 Cllr. Pollard's comments on the above proposal.

The request to construct a drop of area in the field off School Lane is an excellent idea but given the state of the County's finances it is unlikely to come to fruition in the foreseeable future and should not prevent the Parish Council from proceeding with the PROW application.

## 4. Condition of footpath FP1210019.

Cllr. Pollard has requested members discuss the condition of the footpath where it passes through Ox Hey Wood.

## 5. Members are recommended:

- a. To note the update on the school 'footpath' and consider the potential solution offered by Cllr. Duckworth.
- b. To consider what actions the Council should take regarding FP1210019.

Meeting Date:	6 March 2025
Title:	VE Day 2025 Planned Activities – Update
Submitted by:	Clerk and Responsible Financial Officer

### 1. Purpose of the report.

To update members on planned activities for VE Day 2025.

### 2. Background.

Members are reminded that at their meeting on 14 November 2024, they approved a budget of £500 for VE Day commemorations and at their meeting on 6 February 2025 they approved the setting up of a Working Group tasked with looking at possible activities and requested Cllr. Vaughton to contact Read Parish Council in regard to hosting a joint event.

### 3. Update.

At a meeting of the Read and Simonstone Village Hall Trustees on 17 February, agreement was given to hold a joint celebration between Simonstone Parish Council, Read Parish Council and the Village Hall, as was the case for the Jubilee celebrations.

The Village Hall will host and a light lunch and provide entertainment by a 1940's singer. Attendees will be charged £5 per ticket.

**Note:** Agenda Item 7 has a grant request from the and Read and Simonstone Village Hall for a contribution to the above event.

### 4. Members are recommended:

- a. To note the holding of a joint event.
- b. To consider any other activities the Parish Council may wish to engage in.

*Please follow link below to VE Day Anniversary Guide.*

[19711](#)

# Agenda Item 12

## For Information

## Simonstone Parish Council

<b>Meeting:</b>	<b>6 February 2025</b>
<b>Title:</b>	<b>Updates on Actions from Previous Meetings</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### 1. Purpose of the report.

To update members on actions from recent meetings.

### 2. Actions from 6 February 2025 – Council Meeting

Minute 250206/	Action	Who	Update
4b	Add the schools concerns over road safety and the ongoing matter of the 'School Footpath' to future Council meetings.	Clerk	Complete and ongoing
6b	Contact LCC regarding access to FP1210024 on Whins Lane	Clerk	Complete Waiting response
7b	Contact Read Parish Council in regard to hosting a joint event.	Cllr. Vaughton	Complete This meeting
8b	Request the LCC PROW Team to include the 'School Field' footpath in the definitive PROW map.	Clerk	Complete Waiting response
8c	Consider actions that the Council can take to address the concerns raised by the Chair of School Governors regarding the safety of children enroute to and from school.	All	Ongoing
9	Contact Little Green bus and ask them: a. To complete the Council's Grant Request Form. b. To explain their level of reserves. c. To provide information on the services they provide;	Clerk	Complete Waiting response
15	Set up a Christmas 2024 Lessons Learned - Working Group	Clerk	Noted

### 3. Actions from 14 November 2024 – Council Meeting

Minute 241103/	Action	Who	Update
4b	Make a payment of £100 towards the costs incurred by Dr Barker.	Clerk	Complete
4c	Make a £100 donation to an organisation proposed by Dr Barker.	Clerk	Complete
7b	Transfer funds from the Council's Barclays Bank account to a Unity Trust savings account.	Clerk	Noted
9	Consider VE Day Commemorations.	Members	Ongoing
10	Consider restoring unhindered access to footpath (FP1210024)	Members	Ongoing
12	Discuss School Field 'Footpath' at Council meeting	Members	Ongoing
16	Prepare Spring version of the Parish Newsletter	All	Now an Autumn Newsletter

#### 4. Actions from 3 October 2024 – Council Meeting

Minute 241003/	Action	Who	Update
8	Contact the Lengthsman and ask him to trim the shrubbery, prune the trees and when they are delivered, install the festive lights.	Cllr. Duckworth	Complete
11	Present a draft Newsletter to the next Council meeting for consideration.	Cllr. Hampson	Not required
12a	Stay in dialogue with LCC Highways and the Road Safety Work Group.	Cllr. Hampson	On-going
12b	Present a report to a future meeting of the Parish Council, requesting members to consider the installation of additional Speed Indicator Devices.	Cllr. Hampson	?
13	Purchase a commemorative plaque for the Giant Redwood.	Clerk	Noted

#### 5. Actions from 5 September 2024 – Council Meeting

Minute 240905/	Action	Who	Update
6	b. Change definitions in Website Policy	Clerk	Complete
	c. Send website login credentials to Cllr. Finn and Hampson	Clerk	Complete
7	b. Prepare a Complaints Policy for submission at the next Council meeting	Clerk	Complete
8	b. Make the necessary Unity Bank arrangements for the new councillor authorisations.	Clerk	On-going
	c. Look at opening a Unity Bank savings account	Clerk	On-going
10	c. Festive lighting: Check current electrical installation and make the necessary festive arrangements.	Cllrs. Vaughton, Norse and Finn	Complete
11/15	Road safety report to be presented at the October Council meeting.	Cllr. Hampson	?
15	b. Submit a report on a Parish Newsletter to the Council's October meeting	Cllr. Hampson	Not required
	c. Engage with RVBC and Martholme Greenway on the planting of the Golden Jubilee - Giant Redwood tree.	Cllr. Pollard	Complete

## 6. Actions from 11 July 2024 – Council Meeting.

Minute 240711/	Action	Who	Update
11	b. Approach Huntroyde Estate to see if they would allow the Council make repairs to footpaths and gates on their estate.	Cllr. Pollard and Duckworth	Agreement in principle
	c. Approach the LCC PROW office for advice as to whether LCC would offer additional funding for repairs.	Clerk	Complete and waiting
	d. Contact Law Farm and see if they have any objection to the Council raising the surface level at the Tennis Club 'Kissing Gates' to alleviate the flooding problem.	Cllr. Pollard and Duckworth	Complete. Waiting on LCC
14	Add item to November's agenda on VE Celebrations	Clerk	Complete

## 7. Actions from 09/05/2024 - Council Meeting:

Minute 240509/	Action	Who	Update
4	a. Review issues submitted to the Road Safety Working Group, see if they can be re-prioritised/updated, to included measures to mitigate the road safety issues faced by pupils.	Cllr. Hampson	?
	b. Upload 2024 Bypass Funding Bid to the Parish Council Website and provide links to it from the Council's social media channels.	Cllr. Hampson	Complete
6	a. Implement a new website and bespoke email addresses	Clerk	Complete
	b. Amend the Council's budget to cover the annual cost of above	Clerk	Complete
7	a. Start the switching process to Unity Trust Bank	Clerk	Complete
8	a. Accept the offer of a Giant Redwood and inform RVBC.	Clerk	Complete
	b. Consult with landowners and confirm to the clerk a preferred location for the Giant Redwood.	Members	Complete
9	a. Provide a suitable 'Current Financial Status' question to Cllr. Hampson, for inclusion into the Grant Application Form.	Cllr. Peat	Complete
	c. A revised Application Form and Grant Policy to be submitted to a future meeting of the Parish Council.	Clerk	Complete
	d. Inform Easi-Beats on the status of their application.	Clerk	Complete
10	b. Place order for new bench with Ark Plastics	Clerk	Complete
	c. Contact Ark Plastics re an amendment to the engraved text	Cllr. Pollard	Complete
	d. Liaise on the proposed location of the new bench	Cllr. Pollard and Clerk	Complete
11	Contact RVBC regarding larger bins for the laybys on the A671 and an additional bin at Whins Lane.	Clerk	Complete
12	Inform LCC that the Parish Council is considering two locations within the parish for EV charging points.	Clerk	Complete

14	b. Find quotes for installation, and storage of the lights.	Cllrs. Vaughton and Norse	Complete
	c. Look at available grants for festive lights		Complete
15	Contact Sabden Parish Council regarding the Council's actual expenditure so far this year.	Cllr. Duckworth	Complete
18	Contact RVBC and LCC regarding scope for mowing/grass-cutting scheduled for May/early June being put back to later in the year.	Clerk	Complete
21	Add PROW and Kissing Gates as an Agenda Item to a future meeting of the Parish Council.	Clerk	Complete.
22	a. Contact LCC regarding the cleaning of bus shelters.	Clerk	Ongoing
	b. Contact the landowners where the locations for the Safe Lane Signs have been identified.	Clerk	Complete

## 8. Actions from 30/05/2024 - Annual Meeting of the Parish Council:

Minute 240530/	Action	Who	Update
9	a. Contact Cllr. Mirfin regarding the use of Roadside Variable Message signs for use by the Parish Council.	Clerk	Complete and waiting
	b. Contact Parish Lengthsman regarding the disused SpID on Harewood Avenue.	Cllr. Pollard	Complete
15	a. Organise a lamp lightening ceremony at the Parish Green.	Cllr. Hampson	Complete
	b. Write a suitable letter to Lancashire's Beacon Champion.	Cllr. Hampson	Complete
16	a. Ask the Parish Lengthsman to examine the status of the SpID, to see if it can be brought back into serviceable use.	Cllr. Pollard	Complete
	b. Find out what happened to the 'second SpID'.	Cllr. Pollard and Duckworth	Complete

## 9. Members are recommended:

To note the report, the ongoing actions and actions not yet completed.

# Agenda Item 13

## For Information

## Simonstone Parish Council

<b>Meeting:</b>	<b>06 March 2025</b>
<b>Title:</b>	<b>Planning Report</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### 1. Purpose of the report.

To inform Members of planning matters since the last Council meeting that relate to Simonstone.

Members are reminded that the weekly and decided lists of planning applications are available to view on the RVBC website: [https://www.ribblevalley.gov.uk/weekly\\_lists](https://www.ribblevalley.gov.uk/weekly_lists)

Please note the following types of applications are not for consultation and are therefore excluded from the lists below: *Agricultural Determinations, Discharge of Conditions, Certificates of Lawfulness, Observations to another authority and Screening Options.*

### 2. Applications received by RVBC since the last Council Meeting.

*Note. For most applications, RVBC's Planning Department email a letter to the Parish Clerk requesting comments by a certain date. These comments will be collated by Councillors Duckworth and McKelvey, who will submit them to RVBC.*

**No applications relating to Simonstone have been submitted to RVBC since 03/01/2025**

### 3. Decisions made by RVBC since the last Council Meeting.

<b>Application:</b>	<b>3/2024/0979 – 21 February 2025</b> <b>Application for Full Consent</b>
Proposal:	Proposed first floor extension to side and extension of driveway.
Location:	Clover Cottage Clough Lane Simonstone BB12 7HW
Decision:	Approved with condition

<b>Application:</b>	<b>3/2024/0918 – 14 February 2025</b> <b>Application for Full Consent</b>
Proposal:	Retrospective application for change of use from use class E(g) offices to class E(d) gym and extension of opening hours to 24 hours Monday-Sunday inclusive.
Location:	Unit 16 Baublock Blackburn Road Simonstone BB12 7FS
Decision:	Refused

### 4. Members are recommended:

- To note the contents of the report.
- Set out any actions relating to the planning matters mentioned.

# Agenda Item 14

## For Information

## Simonstone Parish Council

<b>Meeting Date:</b>	<b>6 March 2025</b>
<b>Title:</b>	<b>Crime Statistics including those for January 2025</b>
<b>Submitted by:</b>	<b>Clerk and Responsible Financial Officer</b>

### 1. Purpose of the report.

To update members on the latest crime statistics for January 2025 as provided by PCSO Katie Ferguson.

### 2. January 2025 in Summary: Comments below are from the PCSO:

- 2 x Assault - 1 related to licence premises and 1 in relation to an argument over an animal.
- 1 x ASB - Dispute over parking.
- 1 x Damage to a vehicle.

### 3. Statistics:

The table below shows the crime statistics for the Read and Simonstone area for various months.

**Table Key:** TFV = Theft from Vehicle. DTV = Damage to Vehicle. ASB = Anti- Social Behaviour.

CD = Criminal Damage.

Period	Category											Total
	Burglary	Drugs	TFV	Road	Robbery	Theft	DTV	Assault	ASB	CD	Other	
January' 25							1	2	1			4
Dec.'24		1		5		1						4
Nov. '24				3					1			4
October '24				5		1			1	2		9
Sept.'24							1	1		1		4
August '24				4			1					5
June'24						1			4			5
April '24	2	1	1									4
October '23	1			1	1	2						5
August				1		1	1					3
July	1		1			2	2	1	1			8
June	1					1		3			1	6
May	1		1					1	2	1		6
<b>Total:</b>	<b>6</b>	<b>2</b>	<b>3</b>	<b>19</b>	<b>1</b>	<b>9</b>	<b>6</b>	<b>8</b>	<b>10</b>	<b>4</b>	<b>1</b>	<b>67</b>

### 4. Members are recommended to:

To note the report.

Meeting Date:	6 March 2025
Title:	Local Government Devolution
Submitted by:	Clerk and Responsible Financial Officer

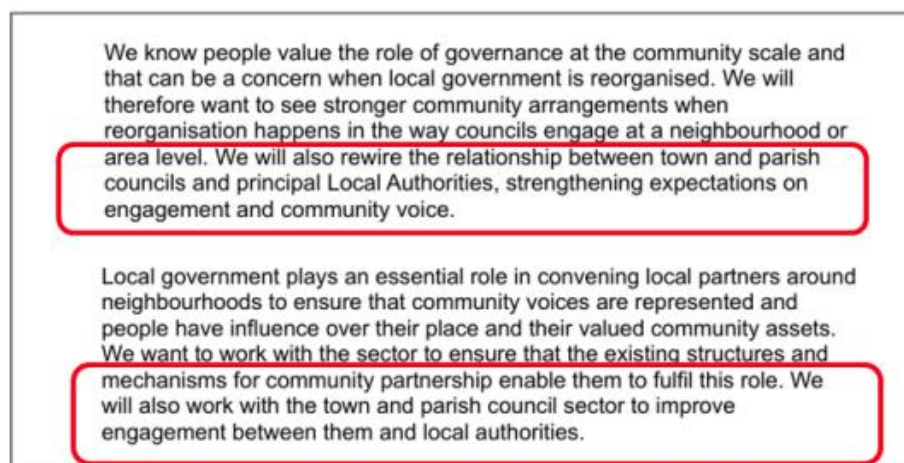
### 1. Purpose of the report.

To update members on how the Government's plans for Local Government Devolution could affect Simonstone Parish Council.

### 2. Introduction.

Members will recall that on 16 December 2024 the Deputy Prime Minister issued a White Paper on devolution in England and on the 5 February 2025 the secretary of State for Local Government and Devolution wrote to the leaders of all the two-tier councils in Lancashire (including RVBC) requesting that they submit draft proposals for reorganising themselves into simpler unitary local government structures of around 500,000 residents. Such proposals are to be submitted by March 21 and full proposals by November 28.

Members should note that the role of Town and Parish Councils were mentioned twice in the Government's White Paper (see below):



### 3. Possible Population Groupings

2020 populations for those districts that share a boundary with RVBC

Ribble Valley = 62,000

Lancaster = 148,000

Wyre = 113,000

Pendle = 92,000

Preston = 144,000

Hyndburn = 81,000

Burnley = 89,300

South Ribble = 111,000



## 4. Considerations below were generated using AI (Grok 3).

The UK government's proposed devolution of local government, as outlined in the English Devolution White Paper published on December 16, 2024, aims to shift power away from Westminster and reform local government structures across England. This includes a focus on reorganizing two-tier systems (county and district councils) into unitary authorities while enhancing community-level governance.

For Ribble Valley, including Simonstone Parish Council, the impact depends on how these proposals unfold in Lancashire, where Ribble Valley is located. Here's an analysis based on available information and the current context:

### 4.1 General Framework of the Proposals

The government's devolution plans emphasise "simpler, more sustainable" local government structures, often by replacing two-tier systems with unitary authorities serving populations of at least 500,000. Alongside this, the White Paper stresses strengthening community voices, specifically mentioning a commitment to "rewire" the relationship between parish/town councils (like Simonstone) and principal local authorities.

**Parish councils are not targeted for structural abolition but are seen as key to ensuring neighbourhood-level engagement and representation.**

### 4.2 Current Structure in Ribble Valley

Ribble Valley operates under a two-tier system:

- **Lancashire County Council** handles major services like transport and social care.
- **RVBC** manages local services such as housing, planning, and waste collection.
- **Simonstone Parish Council**, as a first-tier authority, focuses on hyper-local matters like maintaining amenities (e.g., footpaths, recreational areas) and community events.

### 4.3 Potential Effects on Simonstone Parish Council

#### 1. No Direct Structural Change

**The White Paper explicitly states that parish and town councils will not be abolished or structurally altered by reorganisation.** Simonstone Parish Council's core existence and responsibilities are likely to remain intact, meaning it will continue managing local amenities and represent community interests.

#### 2. Shift to a Unitary Authority

Lancashire's current two-tier system (county and 12 district councils, including Ribble Valley Borough) could be reorganised into fewer unitary authorities. Proposals from Lancashire MPs in November 2024 suggested reducing the 15 councils (including unitary Blackpool and Blackburn with Darwen) to three or four larger unitary authority.

If this happens:

- Ribble Valley Borough Council might merge into a larger unitary, potentially centred around areas like Preston, Blackburn, or a broader Lancashire entity.
- Simonstone Parish Council would then interact with this new unitary authority instead of the borough council for matters like planning or funding. The exact boundaries and governance model are unclear, but local leaders like Ribble Valley Borough Council's Stephen Atkinson have expressed concerns about "remote decision-making" diminishing local influence.

### 3. Enhanced Engagement Expectations

The government aims to strengthen parish councils' roles in community partnership. This could mean Simonstone Parish Council gains more formal influence or responsibilities in voicing local needs to the new unitary authority. However, this depends on how Lancashire's councils implement the "rewiring" of relationships, which remains vague without specific legislation or local agreements.

### 4. Ribble Valley's Local Context

Ribble Valley Borough Council has historically resisted drastic changes to its independence, as seen in its leaders' opposition to a mayoral model and large-scale mergers in 2024 discussions. This suggests resistance to losing its borough status, which could indirectly preserve a closer relationship with parishes like Simonstone.

Yet, if a unitary authority is imposed, Simonstone's parish council might face challenges ensuring its rural priorities (e.g., distinct from urban Blackburn or Preston) are heard amidst a larger, potentially less localized entity.

### 5. Uncertainty and Consultation

The devolution process is ongoing, with councils invited to submit unitary proposals by mid-2025. Ribble Valley's fate—and thus Simonstone's—hinges on what Lancashire's councils agree upon and what the government approves. Public and organisational consultation, as emphasised in past devolution deals (e.g., the stalled 2023 Lancashire deal), will likely shape the outcome. Simonstone Parish Council could play a role in this if it engages in consultations to advocate for its community's needs.

## 4.4 Practical Implications for Simonstone

- **Day-to-Day Operations:** Likely unchanged in scope (e.g., maintaining local paths or organising events), though funding or support might shift depending on the unitary authority's priorities.
- **Influence:** Potentially increased if engagement mechanisms are strengthened, but possibly diluted if decision-making moves to a larger, less local body.
- **Identity and Representation:** Ribble Valley's rural character, including Simonstone, risks being overshadowed in a bigger unitary, though the government's focus on community voice might counteract this.

## 4.5 Conclusion

As of March 2, 2025, the UK government's devolution proposals won't directly dismantle Simonstone Parish Council but could reshape the local government layer above it.

If RVBC merges into a unitary authority, Simonstone's parish council will adapt to a new relationship with a potentially more distant authority. The government's promise to bolster parish-level engagement offers opportunity, but the specifics—and whether Ribble Valley's rural voice remains strong—depend on local negotiations and the final devolution deal for Lancashire. For now, it's a wait-and-see scenario as proposals evolve over the next year.

## 5. Members are recommended:

- a. To note the holding of a joint event.
- b. To consider any other activities the Parish Council may wish to engage in.