

MINUTES/ACTIONS

September 2025

Ribble Valley Area Committee

Wednesday 24th September @ 6.30pm, Foxfield's Hotel

Whalley Rd, Clitheroe BB7 9HY | 01254 822 556

Ref 2025/09/24/RVA

Attendance

RV Area Committee Executive: Cllr Jacqueline Hampson (RV Chair) (Simonstone), Cllr Stephen Houghton (Wiswell/Chair), Cllr Maggy Howells (Salesbury/Chair)

RV Area Secretary: Cllr Greera Stevenson (Secretary B&PAC/Executive Pendle/Mellor Clerk)

Cllr Attendees: Cllr Richard Vickers (Whalley), Cllr Gary Scott (Chatburn) Borough/Parish Cllr Tony

Austin (Billington & Langho)

Clerk Attendees: Chris Towers (Waddington), Liz Howorth (Whalley)

Guests: Borough/Town Cllr Alan Neal (Executive Burnley) (NALC) (Parliamentary Scrutiny Board)

MEETING OPENED AT 6.30PM

Minutes and Action Notes

1. Welcome

Chair Welcomed everyone to the meeting and introduced the speaker, Cllr Alan Neal.

2. Apologies for Absence

Pat Hastings LALC Chair, Keith Martain RVBC, Debra Platt LALC Chief Officer.

Chair will speak with Pat Hastings and Debra Platt about attending future meetings.

3. Minutes of Previous Meeting

Action: Approved by All.

Future Meetings 2025: 26 November | 2026: 25 February

Ribble Valley Area Executive: Chair Jacqueline Hampson, Stephen Houghton, Maggy Howells

Secretary: Greera Stevenson | Email: ribblevalley@lalc.org.uk

Additional responsibilities: Jacqueline Hampson (Finance & Management)

E: office@lalc.org.uk



4. Chair's Update

The Chair wished to amend Model Standing Orders, amendments for the Area Committee to add Ribble Valley Area Committee in the blank spaces, this adopts the Standing Orders to Ribble Valley.

Action: Approved by All.

Chair went through the members list; chair reported that we have 19 members. Some councils still not members. Secretary corrected the figure as this is 29 members.

The Chair along with Cllr Howells had prepared in depth changes to the secretary's role along with a new proposal for Executive Members which also include fundamental changes to Area Secretaries roles included within that. This was sent to all area members via email in advance of the meeting.

Secretary's role: Amended change from honorary to be referred to as staff role for the Ribble Valley Area Secretary. Including being managed by the chair and executive members.

Cllr Neal expressed concern, he said all area secretaries have the same model, to change the model will affect all areas and cannot be done for individual area meetings. Even though area meetings can run as individuals the model documents cannot be changed without full LALC members agreement at an AGM. Cllr Neal also said that secretaries are not staff, and cannot be referred to as staff, LALC cannot afford staff, this is why it's an honorarium instead, to thank the area secretaries for their time and keep them independent. He also explained that there are not enough secretaries as is. With South Ribble and Blackburn Area meetings currently still without a secretary. Secretary's honorarium is currently only £500 a year from LALC, plus £10 a year from each parish membership in the area.

Executive role: This document creates rules and expectations for executive members. This also includes expectations for area secretaries with in this.

Cllr Neal said that to create a much more detailed comprehensive expectations of executive roles extra than what there are already will be off putting to new candidates, currently there are gaps in the executive members. As these are voluntary roles, to add huge expectations and reporting to the area chair with vigour is not expected to be met well (not all area committee chairs are also executive members as the proposed papers assume). These new documents have also to be agreed by all area committees and then taken to LALC AGM for adoption. Cllr Neal felt that this would not be accepted as it will limit those willing to take on these roles. He also added executive members organise themselves, the area secretary does not receive notifications of executive meetings, so cannot be involved in executive members actions or decisions, and are not secretary to the executive. But are secretary to the area meeting, to facilitate.

Future Meetings 2025: 26 November | 2026: 25 February

Ribble Valley Area Executive: Chair Jacqueline Hampson, Stephen Houghton, Maggy Howells

Secretary: Greera Stevenson | Email: ribblevalley@lalc.org.uk

Additional responsibilities: Jacqueline Hampson (Finance & Management)





Cllr Neal also thought that the expectation for any honorary secretaries to be forced to produce meetings within a tight timescale was unrealistic, it is already stated in the area secretary's role documentation that this is to be done as soon as reasonability possible and to be sent directly to LALC office.

Decision: Meeting did not vote; this was not adopted by the meeting.

5. Guest Speaker

Borough/Parish Cllr Neal (LALC Executive, NALC Representative, Parliamentary Scrutiny Panel)

Presentation on local government reorganisation (LGR) aka Devoluton.

Alan introduced himself to the meeting.

On the 15^{th of} September 2025 a document was drawn up to put out to LCC and government on why Parish Council's and Town Council's have not been included in conversations.

Alan discussed the areas that are being suggested to integrate.

Parliamentary Scrutiny Committee meet 3 times a year.

LGR – Town and Parish Councils have been let down badly; they have not been consulted.

Members asked that Ribble Valley stay as one and not be split up.

Alan said that some areas are on the boarder, and it was suggested that those may wish to be part of Burnley and Pendle LGR. During the Elections the area was split, and the members are not happy.

Borough Council is worried/concerned over loss of Cllr seats.

19.06 Cllr Austin arrived (He thought the meeting were at 7pm as previously)

Members asked what the determining factor would be over who will end up with whom?

Alan explained that this would be determined by the number of population, 500k is the determining factor.

Alan explained what the new unitary authority will be and that districts and boroughs will disappear.

Members are worried they will end up moving to an authority that they don't get along with culturally.

Alan explained that villages and towns would keep their identity.

Members wondered if this was all a waste of money.

Alan passed around a map of the current proposed merges.

Tony suggested bin colours and collection service will end up in a mess.

Alan said that waste is moving from Winney hill as it is deemed as full.

Future Meetings 2025: 26 November | 2026: 25 February

Ribble Valley Area Executive: Chair Jacqueline Hampson, Stephen Houghton, Maggy Howells

Secretary: Greera Stevenson | Email: ribblevalley@lalc.org.uk

Additional responsibilities: Jacqueline Hampson (Finance & Management)



Lancashire Association of Local Councils
Affiliated to the National Association of Local Councils
T: 01772 750900

E: office@lalc.org.uk

Each authority will have its own bin collection as before.

Members expressed that parishes may not be aware

Alan explained that this is what RVBC should be discussing at the Parish Liaison Meetings, and this information should be given and discussed at LALC Area Meetings. Alan mentioned that parish and town councils were not consulted until August 2025, and even this was minimal.

Members feel that the discussions will be made on financial or political grounds.

Alan explained that the population of Ribble Valley is too low, so will have to merge. Alan explained the merger outcome will not affect parish councils as is. But parish and town councils will have to conform to a standard.

Members wondered if parish councils are to take on extra responsibilities who will pay?

At this moment Alan does not have an answer to that question, but these should be passed to parishes with minimal cost.

<u>Tony Austin</u> informed the meeting that RVBC would prefer to link with Lancaster, and Preston. He suspects parishes would have more power.

Alan informed that this has not been discussed, Alan has brought this up and sees that it makes sense to support parishes on bigger matters.

Members are worried about the pressure of adopting services and of obtaining Cllrs in the future due to the extra burdens.

19.50 – Comfort Break for 10 Minutes

6. Tips, tricks & troubleshooting

Precept Planning

No Questions

7. Executive Member Update (including LALC constitution, LALC EGM, & vacancies)

Cllr Howels informed the meeting that this is still being worked on along with other executive members regarding the update.

Members asked what has LALC executives have done to raise the profile of parish and town councils?

Alan gave an update on what he has tried to push forward. He informed the meeting that we are a membership organisation and is worried about the representation that the president and vice president can offer as currently they cannot be a member, a councillor or a clerk. And wonders how someone from outside the sector can represent members.

Maggie Howels informed the meeting that LALC seems uninvolved in the parishes

Future Meetings 2025: 26 November | 2026: 25 February

Ribble Valley Area Executive: Chair Jacqueline Hampson, Stephen Houghton, Maggy Howells

Secretary: Greera Stevenson | Email: ribblevalley@lalc.org.uk

Additional responsibilities: Jacqueline Hampson (Finance & Management)



E.G Royal Lancs Show – there is a possibility to have a stall, to encourage more Cllr's. Why isn't LALC promoting involvement in parish and town councils? Stuart Hurst is president of the Royal Lancashire Show.

Alan Neal advised that this is for the Executive members to promote.

Alan Neal informed the members of the AGM on the 1^{st of} November 2025; this is when the constitution will be rectified.

Members wish to put forward a change to the requirements that the president and vice president should be members.

Tony Austin doesn't understand why they are not members already.

Chair will draft a motion on the following matters.

- 1. LALC exec members to update on what they have been involved in, and that they must involve members.
- 2. Serving Cllr's/clerks should be able to put themselves forward for president and vice president.
- 3. President should have a set term of office 3 to 4 years.
- 4. LALC Chair is currently voted for by executive members, should this not be done at the AGM or by member councils in advance.

Cllr Neal will forward all NALC correspondence.

Cllr Howels handed out full information on assertion 10 to the meeting.

8. Group discussion: success stories from around RV parish and town councils

Alan thanked members for listening and attending.

Chair gave a gift to the speaker Cllr Neal from the meeting of Local Honey and a Thankyou card signed by all who attended, for coming all the way from Rossendale.

MEETING CLOSED AT 20.32

9. Social time

Enjoyed by all

10. Date and time of next meeting

26th November 2025 RV area meeting @ Foxfield's

Minutes produced by Greera Stevenson RVA Secretary 21.10.25

Future Meetings 2025: 26 November | 2026: 25 February

Ribble Valley Area Executive: Chair Jacqueline Hampson, Stephen Houghton, Maggy Howells

Secretary: Greera Stevenson | Email: ribblevalley@lalc.org.uk

Additional responsibilities: Jacqueline Hampson (Finance & Management)



ACTION REMINDERS

Action	Section	Description	Owner
1	2	Chair will speak with Pat Hastings and Debra Platt about attending future meetings.	Chair
2	7.1	LALC exec to update on what they have been involved in, and they must involve members.	Executive
3	7.2 7.3 7.4	Serving Cllr's/clerks should be able to put themselves forward for president and vice president. President should have a set term of office 3 to 4 years. LALC Chair is currently voted for by executive members, should this not be done at the AGM or by member councils in advance.	• Chair

Future Meetings 2025: 26 November | 2026: 25 February

Ribble Valley Area Executive: Chair Jacqueline Hampson, Stephen Houghton, Maggy Howells

Secretary: Greera Stevenson | Email: ribblevalley@lalc.org.uk

Additional responsibilities: Jacqueline Hampson (Finance & Management)