

CLITHEROE TOWN COUNCIL

**Minutes of the meeting of the Town Council
held on Monday 01 September 2025
In the Council Chamber, Clitheroe Town Hall**

PRESENT:- The Town Mayor, Cllr Michael Graveston, in the Chair
The Deputy Mayor, Cllr Mary Robinson
Councillors Ian Brown, Mark French, Gaynor Hibbert,
Jonathan Hill, Mark Sutcliffe

27.25 APOLOGIES FOR ABSENCE

Cllrs Ryan Corney, Donna O'Rourke, Simon O'Rourke

28.25 PUBLIC PARTICIPATION

None

29.25 DECLARATIONS OF INTEREST

Cllr Graveston declared an interest in Agenda Item 12 (b) – application for financial assistance, Whalley & District Flower Club.

30.25 MINUTES

The minutes of the Council meeting held on 09 June 2025 were signed and approved.

31.25 MAYORAL COMMUNICATIONS

The Town Mayor updated the meeting on engagements since the previous Council meeting.

32.25 PLANNING APPLICATIONS

Consideration was given to planning applications received for weeks ended 08, 15, 22 & 29 August 2025

RESOLVED:

- (1) That no objections be raised to the following applications:-
3/2025/0575**
- 2. That Ribble Valley Borough Council be advised that the Town Council does not wish to object to 3/2015/023 but does wish to express its concern regarding further development at this site and the continued failure to reopen a public footpath on the site.**

33.25 REPORT ON WAR MEMORIAL

A report by the Town Clerk on the proposed refurbishment of the war memorial was considered. It was noted that a firm of specialist bronze restorers from Manchester had inspected the memorial and produced a quote for the refurbishment of the damaged plaques, statue and the cleaning of the stone work. It was agreed that it would be sensible to refurbish the whole of the monument since the hire of scaffolding was required anyway just to repair the plaques. It was noted that little repair or refurbishment work had been carried out on the war memorial in recent years so, although considerable expenditure was required, it would be an investment for the future of the memorial. It was also agreed that a sum be included in the budget each year for maintenance costs of the memorial. It was further agreed that maximum publicity be given to the Town Council's decision to refurbish the memorial.

RESOLVED: THAT the war memorial be refurbished as specified in the quotation received from the specialist restorers and that a sum of money be included in the annual budget for the maintenance of the memorial.

It was reported that LCC were to undertake an inspection of certain memorials, including Clitheroe's, with a view to their environmental team assisting with any ground works required to the areas surrounding the memorials. It was suggested that a handrail be positioned in the war memorial gardens, if this could be included in the works to be undertaken.

34.25 REPORT ON RED TELEPHONE BOX, YORK ST

It was reported that the box had been sandblasted and the lengthsmen has applied a coat of primer. Perspex had been ordered and further painting was required before the defibrillator and stab kit could be installed.

35.25 REPORT ON THE DEFIBRILLATOR AT JOHNSON MATTHEY

It was reported that an approach had been made enquiring if the Town Council would take on responsibility for the defibrillator located at Johnson Matthey on Pimlico Road. The defibrillator had previously been maintained by members of the local community, but the person currently responsible was unable to continue and no one else had come forward. It had been suggested by the person making the approach that a new defibrillator be purchased for the venue and that money was still available in the original fund which could be transferred to the Town Council for this purpose.

It was believed that the North West Ambulance Service had indicated that they would take over responsibility for defibrillators if requested to do so. It was agreed that an approach be made to North West Ambulance Service in the first instance, but that the Town Council would take on responsibility for the Pimlico Road defibrillator if the ambulance service could not or would not take on responsibility for it.

RESOLVED THAT: The Town Council would take over responsibility for the Pimlico Road defibrillator if the North West Ambulance Service could not or would not assume responsibility.

36.25 ACCOUNTS PAID JULY 2025

Accounts paid in July 2025 were tabled. It was noted that there had been a significant expenditure in the month on the removal of a tree at West View and it was explained that the tree had been dangerous and four tree surgeons would not tackle the job before a fifth has undertaken the work. It was also noted that the first half of the annual mayoral allowance had been paid to the Town Mayor.

RESOLVED: THAT the accounts for July 2025 be noted.

37.25 REMEMBRANCE SUNDAY 2025

The Town Clerk reported that arrangements for Remembrance Sunday would be in accordance with the usual timetable used in previous years. It was noted that the new vicar of St Mary Magdalene would not be installed until after Remembrance Sunday so the service would be conducted by Rev Catherine Hale-Heighway.

38.25 APPLICATION FOR FINANCIAL ASSISTANCE

a) Clitheroe Football Club

A request for a donation of £1,000 had been received from Clitheroe FC towards the costs of new dug outs at the ground. It was agreed that the donation should be made.

b) Whalley & District Flower Club

A request for a donation towards the costs of hiring a venue for the monthly meetings of the Flower Club was considered. It was suggested that further information be obtained before a decision was made, namely, information as to how many members actually lived in Clitheroe, whether a request for funds had also been made to Ribble Valley BC and whether alternative venues had been considered as it was noted the current venue's charges seemed expensive.

Part II

RESOLVED: That by virtue of the fact that the following items of business be exempt information under the Public Bodies (Admission to Meetings) Act 1960 the press and public be now excluded from the meeting

39.25 STAFF LEAVE AND ABSENCE REPORT

The Town Clerk advised that there was no absence or leave to report.

The meeting closed at 8.15 pm.

