



WHITTINGHAM PARISH COUNCIL
Agenda for Thursday 11th April 2024 at 7.15pm
in Goosnargh Village Hall – downstairs

1. APOLOGIES

- 2. APPROVAL OF MINUTES of the Council meeting held on 14th March 2024.**
The Chairman is required to sign the attached Minutes as a true record.

3. TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS

Members are reminded of their responsibility to declare any interests in respect of matters contained in the agenda noting that there may be statutory restrictions on the right to participate and vote on that matter – see Standing Order 2023 (13)

4. PUBLIC PARTICIPATION

Members of the public wishing to raise matters in accordance with Standing Order 2023 (3e & g) should raise them here. This is a time limited session at the discretion of the Chairman.

Invitations to attend have been sent to the Police, County and City Councillors.

PCSO Pearson has stated that she will attend to address the issues listed on page 2 of the March 2024 Minutes. A resident has also been invited to attend to highlight speeding and vibration concerns on Inglewhite Road which have been reported to the County Councillor.

NOTE: The Council cannot make a decision or support a scheme unless the matter has been included on the agenda.

5. PARISH PLAN – THEME 3 CULTURE, COMMUNITY & SERVICES

Defib Training - At the Oct 2023 meeting, Yvette Brown of NW Ambulance Service explained her role as a Community Resuscitation Engagement Officer and MIN 23/24.101 confirms that Members resolved to include an article in the Parish Council Newsletter to establish the level of interest in a Defib training session. No enquiries were received and it is suggested that a specific date is now proposed.

Members are requested to consider booking the Village Hall on Weds 15th May (pm); advertising a Defib training session in the Parish Newsletter and utilising the Parish Clerk to administer any replies.

Whilst there will be no charge for the training, if Members agree to the above, Members may wish to propose a donation to the Village Hall for hosting the event and NWAS for providing the training. Residents will be given the option to make a donation at the training session.

Health issues - Members are requested to **note** an email has been received from Rehab 4 Addiction stating that their website provides a wealth of resources and information about addiction and mental health which could be invaluable to those in need. As this accords with Q36 Theme 3 of the Parish Plan, the Clerk has added a link to their website under the 'Useful Contacts' section of the Parish Council's website.

6. EMERGENCY PLANNING

At the March meeting, Members received a presentation on an Emergency Radio Area Link and requested that the Clerk obtain a copy of Lancashire's Emergency Plan. A reply has been received providing a link to the [Lancashire Resilience Forum](#).

The reply included the **attached** Community Plan Template and Guidance to help community groups and Parish Councils create their own Emergency Plan.

Members are requested to advise whether they wish to form a working group to look at the template and share local information with a view to creating an Emergency Plan to be adopted for the Whittingham area.

7. FINANCIAL STATEMENT 1st – 31st March 2024

The Chairman is requested to verify that the March finance and bank statements have been reconciled.

Members are required to approve the attached End of Year Finance Statement so that the accounts can be passed to the Internal Auditor for inspection.

8. 2023/24 BIODIVERSITY GRANT

Members will recall receiving a £300 biodiversity grant from Lancs County Council and under MIN 23/24.142 Members resolved to approach Homes England to see if they would support any biodiversity projects in and around the former hospital grounds. They have sent the attached plan showing where bat boxes could be positioned.

Members are requested to confirm an amount to purchase bat and bird boxes, noting that the Clerk has requested that TEP erect them.

9. 2024/25 ACCOUNTS FOR PAYMENT AND RECEIPTS

a) Members are required to note and approve the following invoices already paid in accordance with Standing Order 2023 15 (xii)

Mar 2024 Grounds Maintenance	Nurture	627.00	BACs
Cumeragh Tree works (MIN 157)	Greenbanks Arboriculture	1,692.00	BACs
5 Dog bag dispensers (CIL)**	JRB enterprise	660.60	BACs

b) Members are requested to approve payments to Easy Websites £58.08 and Nest Pension £88.55 by direct debit throughout 2024/25.

c) Members are required to note and approve the following accounts for payments

Clerk Salary April	J Buttle	1328.71	BACs
PAYE	HMRC	405.77	BACs
Employer Nat Ins	HMRC	141.74	BACs
Nest Pension	NEST	88.55	DD
Stationery (Paper & Ink cartridge)	Viking - Goosnargh to refund £20.28	110.17	BACs

10. RENEWAL OF LALC MEMBERSHIP 2024/25

The Parish Council subscribes to the Lancashire Association of Local Councils. LALC provides training, advice and information on local and national policies. **Members are requested to consider renewing the Membership and contributing to the administration of the Area Committee.** Invoice to be presented to the meeting.

11. GRANT APPROVAL 2024/25

When setting the budget for 2024/25, Members included £1,200 for Grants and Donations.

In 2023, Members resolved to reduce the grant to Goosnargh and Longridge Agricultural Show from £250 to £200 as they did not comply with the grant condition to attend the May Parish meeting, however this was rectified, as a representative attended the October 2023 meeting.

Goosnargh & Whittingham Festival have submitted a request as detailed in the attached letter. As in previous years, grant recipients will be invited to attend the May Annual Parish meeting to explain how the donation will benefit their organisation.

Members are requested to consider the attached correspondence and confirm the grant amounts to Goosnargh & Longridge Agriculture Show and Goosnargh Festival.

12. 2023/24 CIL END OF YEAR SUMMARY

Members are requested to approve the attached CIL End of Year Report.

13. CIL BUSINESS PLAN

Members are requested to note the following updates

PROW information boards – A draft script has been received and is being checked

Dog bag bins – 5 bins have been received. Nuture have been requested to erect them

Phone kiosk – The Clerk met the contractor on site and gave him a key to access the kiosk and complete the work when the weather improves.

St John Church – The working group met on the 27th March following a site visit on the 19th March. Although the site visit revealed that the building needs a lot of work, those present were optimistic that the building can be utilised as a community space, subject to innovative ideas to manage the roof structure which is heavily scaffolded.

Questions were raised regarding surface water draining on to the church grounds and the availability of additional land for car parking. The Clerk volunteered to contact the planning department regarding the drainage and find a copy of the outline masterplan showing the future development plans. Cllr Woodburn volunteered to find out what the plans are for the Hermitage building and carpark.

It was stressed that community involvement is critical in terms of connecting existing assets and establishing potential uses for the building and it was agreed that Safe Regeneration and the architects would create a costed proposal by mid April / May, detailing the next steps which are likely to include a community engagement event.

Following the working group meeting, it was established that the Hermitage building and carpark are likely to be sold. Consequently, Safe Regeneration have requested a meeting with Homes England to see if the building can be incorporated in the St John project. The Clerk is checking who would be the best contact to approach at Homes England.

Members are requested to comment on the working group's progress and consider if a Councillor should be present during any additional discussions with Homes England.

14. FOI - PUBLICATION SCHEME REVIEW

The Freedom of Information Act requires every public authority to have a Publication Scheme, which sets out the Council's commitment to make certain classes of information routinely available.

Members are requested to approve the proposed updates to the attached Publication Scheme which will be added to the website.

15. SPRING NEWSLETTER

Members are requested to approve the content of the attached Spring Newsletter.

16. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

Members are requested to NOTE and approve the attached delegated representations for

06/2024/0239 - 8no. dwellings on land west of Pudding Pie Nook Lane further to 06/2023/1023

06/2024/0262 vary the conditions attached to an approved dwelling at Buxhills, Langley Lane.

17. NOTE NEW CORRESPONDENCE

Members may be requested to note any new correspondence received.

18. DATE OF NEXT MEETING

The next meeting will be the Annual Parish meeting on **Thursday 9th May 2024 at 6.30pm.**
The meeting will be followed by the Annual Parish Council meeting at **7.15pm.**

END