



WHITTINGHAM PARISH COUNCIL
Agenda for the Parish Council Meeting
on Thursday 13th Nov 2025 at 7.15pm
in Goosnargh Village Hall – downstairs

1. APOLOGIES

2. APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 9TH OCT 2025.
The Chairman is required to sign the attached Minutes as a true record.

3. TO ACCEPT DECLARATIONS OF INTERESTS

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.

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

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

5. FINANCIAL STATEMENT 1st – 31st Oct 2025

In Oct 2023, the Parish Council received a £170 donation from Goosnargh Golf Society to assist with the repair of the goal posts.

Members are requested to note a further donation of £125.00.

Arrangements are currently being made for the goal posts to be stored away over winter.

Members are requested to note the October CIL income of £2,619.00 as detailed on the CIL Finance Plan.

The Chairman is requested to verify that the finance and bank statements have been reconciled noting that the British Legion poppy cheque has not yet cleared.

6. ACCOUNTS FOR PAYMENT

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

DETAILS	PAYEE	AMOUNT	PAY REF
14 th Oct Football pitch mowing contract	Millars	£204.00	Ref 103
24 th Oct Parish Lengthsman contract	Mark Cornforth	£522.00	Ref 104
RPII Play inspection course (MIN 25/26.70)	LALC	£300.00	Ref 105
10 extra lamppost poppies (agreed by email)	Goosnargh PC	£30.00	Ref 106

Members are required to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT	METHOD
Clerk Salary Nov	J Buttle	£1627.08	BACs
PAYE	HMRC	£231.29	BACs
Employer Nat Ins	HMRC	£224.57	BACs
Pension	NEST	£97.65	DD
E-On bill	E-On	£17.35	DD
A4 paper, ink & laminate pouches	J Buttle	£162.67	BACs
Microsoft Cloud Jul - Sep	J Buttle	£17.64	BACs

7. PARISH COUNCIL NEWSLETTER

The Parish Council Newsletter was introduced in 2016 to inform residents of local concerns and projects relevant to the Parish Council. In line with good practice, it ensures that residents receive the Chairman's Annual Report, Financial information and links to the website which provides more detailed information on Parish Council projects and procedures and gives links to partner organisations such as City Council Planning Policies, the Police and Highways.

Currently, the Newsletter is written by the Clerk and a draft is approved by Members. It is clear that the Newsletter needs a refresh and the co-option of Cllr Chattein provides an opportunity to refresh the layout and format of the publication.

In addition, when writing the Parish Plan, Members identified a need to provide information about social activities in the area (Theme 3)

Members agreed to progress WhitWhat a social website to make it easier for people to get involved in local activities. The intention was that the site would be aligned to the aims set out in the Parish Plan but would be run independently of the Parish Council.

Members are requested to

- a) Approve the content of the attached Autumn newsletter and determine if the edition should be issued**
- b) Determine if future editions of the Newsletter (in a new format to be designed by Cllr Chattein) should relate solely to Parish Council matters OR if the Newsletter should include wider community news, with articles written and supplied by Members.**
- c) Expand WhitWhat to include details of local organisations, wider community news and events, promotion of local business activities etc and determine who will manage and update it**

8. GROUNDS MAINTENANCE CONTRACT

In 2022, Members combined the grounds maintenance requirements in to one Contract which was awarded to Nurture for a period of 3 years. At the beginning of 2025, Members amended the Contract so that some tasks could be completed by a Parish Lengthsman MIN 24/25.119.

4 companies quoted to deliver the amended Contract and Members resolved to appoint Millars for a one-year term, as stated on the attached Contract.

In addition to the maintenance Contract, Millars were also approached to mow the football pitch when the existing contractor pulled out without notice. MIN 25/26.51

Millars have confirmed that they are willing to continue the maintenance Contract and the football pitch mowing arrangements during 2026 at the same price, with the costs and the Contract to be reassessed in January 2027.

Feedback from residents has been extremely positive and work sheets and photographs have been forwarded regularly.

Members are requested to renew the maintenance Contract and the pitch mowing arrangements with Millars until January 2027.

9. CONSIDERATION OF 2026/27 BUDGET ITEMS

At the October meeting, the Chairman suggested that Members remind themselves of the content of the Parish Plan - available on the website - to assess if there is a need to add new expenditure items to the 2026/2027 Budget or the CIL Business Plan. The Clerk also noted a CIL suggestion to expand the Parish Walks and increase the budget by £5,000 for marketing.

Members are requested to consider the attached DRAFT budget which shows existing and estimated expenditure to the end of the financial year. Suggested budget increases are highlighted in the green boxes.

NOTE - Items shown in purple are not costed in the budget as these will be funded from CIL interest. Once the budget is set, Members will be required to set the Precept in January.

10. COMMUNITY INFRASTRUCTURE LEVY

a) CIL FINANCE PLAN

In accordance with **MIN 22/59a** a full CIL Finance Report is **attached** detailing income and expenditure since CIL was first introduced in 2015.

Members are requested to note the Oct CIL income of £2,619 and approve the CIL Finance Report to date.

b) CIL BUSINESS PLAN

Members are requested to **note** the pending items on the **attached** CIL Business Plan.

c) NEW CIL ITEMS

In 2019, the Parish Council inspected 6 circular walks of varying length using Public Rights of Way. Members resolved to use CIL to maintain, improve and advertise 2 of the walks which were solely in Whittingham Parish. The remaining walks cross into Houghton and Goosnargh parishes.

The Parish Plan vision refers to the Parish as one community, regardless of where people live and at the October meeting, the Chairman suggested that the remaining walks, which partly fall outside of the Parish, should be added to the CIL Business Plan.

Members are requested to consider adding the walks to category 2 of the CIL Business plan so that walks can be inspected and the potential costs identified.

11. ST JOHN'S CHURCH

Following the Oct Council meeting, a pre-contract meeting was held with Buttress and, as advised by email on the 23rd Oct, they have a 16-week window to deliver the Feasibility Study. The pre-contract meeting highlighted a couple of 'interpretation differences' relating to the detail in the Invitation to Quote but both parties agreed to proceed on a 'good faith basis' until the matters can be resolved.

To address the interpretation differences, Cllr Price attended an additional Teams meeting on the 31st Oct. The **attached** notes are included to appraise Members of the matters being discussed.

As can be seen under point 5, Buttress will provide Cllr Price with an update on the matters under discussion at the 7th Nov drop in consultation event.

Cllr Price is requested to update the Council on the matters so that the Agreement can be signed. Members may be required to approve the cost of the consultation leaflets and approve additional scanning quotes.

12. PLANNING MATTERS

Members are requested to **note** that no applications have been considered under delegated authority.

Swainson House Farm Appeal - an appeal has been lodged against the refusal of application **06/2025/0182** for 95 dwellings on land east of former Swainson House Farm, Goosnargh Lane.

The appellant's statement of case is **attached** along with the Parish Council's objection letter which will be forwarded to the Planning Inspector.

When refusing a previous appeal on the site in 2021, the Inspector's reason states *that the proposed development would lead to the unplanned expansion of a rural village.*

In addition to disputing the 5 year housing supply figures, the appellant is claiming that recent development (north and south of Goosnargh Lane) has resulted in a significant change to the character and appearance of the area.

Significantly, reference is made to a Broughton appeal in 2024 which was allowed because the Inspector stated *that whilst the proposal would conflict with the adopted spatial strategy because it would not be located within an "Existing Village" or within close proximity to the "Existing Residential Area", it would not be inconsistent with the objectives of that spatial approach.*

Members are requested to consider if any additional points should be submitted to the Planning Inspector prior to the 1st Dec deadline.

Local Plan Hearing – When considering the draft Local Plan, Members expressed concerns regarding the inclusion of 2 elderly people housing sites at Gorlands off Whittingham Road. The concerns related to the site's suitability in terms of highways, drainage, and its location for elderly people.

The planning Inspector will question the City Council on whether these concerns have been adequately considered at a hearing likely to take place on Thurs 4th Dec at 9.30. The City Council's answers are likely to be generic rather than site specific but the Clerk has requested a place at the hearing to listen to the responses given.

Members are requested to confirm if anyone wishes to attend.

Proposed Whittingham Primary school

LCC held a consultation event to seek views on how the proposed primary school will operate as an academy. Despite several reminders, LCC are yet to follow up on their suggestion to meet with Members of the Parish Council to discuss the road layout and parking concerns associated with the planning application.

Halfpenny Lane - Sports Village proposal

Under MIN 25/26.84 of the Oct meeting, Members resolved that the Clerk contact Longridge Town Council to ascertain their views on the Sports Village development. Unfortunately, a reply has been received stating that a view may not be expressed as Members may be challenged for pre-determination. Given that Longridge Town Council will not be determining the application, when submitted, this seems unlikely but currently their views remain unknown.

13. NOTE NEW CORRESPONDENCE

Members may be requested to NOTE updates on recent meetings or correspondence not requiring a decision on the agenda.

Members were invited to attend a meeting with Longridge Town Councillors on **Mon 3rd Nov** to discuss local Government reorganisation.

Cllr Hall and Cllr Eccles are requested to provide a brief summary of the meeting.

Cllr Carefoot, Cllr Chattein and the Clerk attended the Lancashire Town & Parish Council conference on Sat 1st Nov. The Clerk has circulated an email with the key points.

14. DATE OF NEXT ORDINARY COUNCIL MEETING

Thursday 9th January 2026 at 7.15pm in Goosnargh Village Hall.

END