



**WHITTINGHAM PARISH COUNCIL**  
**Agenda for Thursday 10<sup>th</sup> NOV 2022 at 7.15pm**  
**in Goosnargh Village Hall – downstairs**

**1. APOLOGIES**

- 2. APPROVAL OF MINUTES** of the Council meeting held on 13<sup>th</sup> Oct 2022  
**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. A Councillor with a disclosable pecuniary interest or any other interest, as set out in the Council's Code of Conduct, is subject to statutory restrictions on the right to participate and vote on that matter – see Standing Order 2020 (13)

**4. PUBLIC PARTICIPATION**

Members of the public wishing to raise matters in accordance with Standing Order 2020 (3g & h) 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.

Representatives from the Scouts and Tennis Club have requested to attend the meeting to seek the support of the Parish Council for a new building to be built on the tennis club's existing site, as a joint venture between the tennis club and the scouts.

**5. CIL BUSINESS PLAN - UPDATES**

The CIL Business plan - **attached** - has been updated to reflect actions since the last meeting.

**Members are requested to note the updates detailed in the progress column and advise**

- a) if the Category 2 item cricket club pavilion repairs should be removed in accordance with MIN 22/59c as no update has been provided for one year.**

- b) If any of the Category 3 items should be removed or re-prioritised following the results of Parish Plan survey.**

**Scout Hut** - Members are requested to note that the provision of a Scout Hut is a category 2 item on the CIL Business Plan where further information is required. Members may make a decision on any **updates** provided under public participation, however if a quote or finance proposition is presented, the information must be presented as a specific agenda item before Members can move the item to category 1.

**PROW Sign board & leaflets** – Under MIN 21/35 Members resolved that the Clerk seeks quotes for an aluminium display board to be mounted on the side of the Village Green bus shelter which is owned by the Parish Council. Both walk maps are to be displayed on one sign with 500 leaflets also ordered. A proof of the sign board / leaflets has been produced.

**Members are requested to check the proof and confirm that their preferred option is still to display the sign on the side of the bus shelter so that the order can be placed.**

**6. CIL BUSINESS PLAN – FINANCE**

Members are requested to **note** a receipt of CIL **£140,884.01** as itemised on the updated CIL Finance Sheet **attached**.

**Continued.....**

## CATEGORY ONE ITEMS

- a) **Cemetery Benches** – These have been received and are being installed by Homes England. **Members are requested to approve the payment of £5,600.40 which is in accordance with the estimate provided under MIN 22/52.**

Once the invoice is paid, the matter will be removed from the CIL Business Plan.

- b) **Tennis Club floodlighting** – The floodlights have been installed and Members were invited to see them in use prior to the meeting. Under MIN 22/61 Members resolved to ring fence **£12,240** towards the floodlights which covered the lights and provision of 10 back light shields. The final Invoice has been received for **£11,880** and the Tennis Club have stated that they are satisfied with the work provided.

**Members are requested to transfer £11,880 to the Tennis Club to enable them to pay the Invoice.** Once the transfer is complete, the matter will be removed from the CIL Business Plan.

On the assumption that both invoices are approved, the CIL amount in the Co-Op account will reduce to **£200,782** with £120,692 ring fenced for the Village Hall Roof, leaving a balance of **£80,090.65**.

**To benefit from the higher interest rates in the CCLA account, Members are requested to approve a transfer of £75,000 to the CCLA account.**

### 7. REPLACEMENT PLAQUES

A brass tree plaque was erected to commemorate Cllr Rigby's long service to the Council. Under MIN 22/81 Members noted the plaque was corroded and Members resolved to consider if the acrylic plaque ordered for the jubilee trees would be more appropriate.

**Cllr Marginson has cleaned the brass plaque and Members are requested to determine whether to leave the brass plaque in situ or replace it with an acrylic plaque similar to the jubilee plaque which will be brought to the meeting.**

### 8. CUMERAGH VILLAGE PLAY AREA

The annual inspection has been ordered for Cumeragh Play area and a report is expected prior to the meeting. If the report is received and circulated in advance, Members will be required to note the report and consider any identified safety matters.

**If the report is received after the meeting, Members are requested to delegate any immediate health and safety issues to the Clerk in consultation with the Chairman and other Members by email.**

### 9. GROUNDS MAINTENANCE CONTRACT REPLIES

Further to MIN 22/79 the Grounds maintenance contract was issued to six companies. Whilst enquiries have been received, at the time of printing the agenda, itemised quotes are still outstanding. If received, these will be emailed prior to the meeting.

**Members may be requested to consider the replies and advise if any changes are required to the contract. Notwithstanding the above, a provisional amount has been added to the 2023/24 budget – agenda item 12.**

### 10. FINANCIAL STATEMENT 1st – 31<sup>st</sup> Oct 2022

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

### 11. ACCOUNTS FOR PAYMENT AND RECEIPTS

**Members are requested to note and approve the following accounts already paid in accordance with Standing Order 2020 15 (xii)**

Hedge Cutting at The Square	Goosnargh Tree services	£300.00	BACs
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The National Joint Council has agreed a flat rate payment of £1,925 on each scale point with effect from 1 April 2022. The Clerk is employed for **12 hours** a week on band 19 of the NJC scale which equates to **£14.44** an hour. The increase represents an increase of **£52.03** a month.

**Members are required to approve 7 months backpay (Apr – Oct ) to be added to the new Nov salary which is subject to Tax and National insurance.**

**Members are required to approve the following accounts for payment**

Clerk Salary including 7mths back pay award	J Buttle	£885.49	BACs
Tax / National Insurance – employee	HMRC	£231.48	BACs
Employer National Ins (due to back pay)	HMRC	£49.54	
Ink Cartridges – ½ cost to Woodplumpton	Woodplumpton Parish	£65.78	BACs
Poppy Wreaths MIN 22/85	Royal British Legion	£34.00	CQ
Delivery of November Newsletter	J P P Media	£156.60	BACs
Play area quarterly Inspection	Nurture	£402.00	BACs

## **12. CONSIDERATION OF 2023/24 BUDGET ITEMS**

At the October meeting, the following budget increases were noted by the Clerk

- Councillor Expenses
- May 2023 Election costs
- Increase to fees & subscriptions - including training and electric costs
- New Grounds maintenance contract
- Maintenance of football pitch at Goosnargh Village Green
- Arborist Inspection of trees (due every 3 years)

Estimated costs for the above items have been included in the DRAFT Budget proposal **attached**.

**Members are requested to consider the DRAFT budget and itemised explanations paying particular attention to expenditure increases shown in green.**

Additional items or alterations to the estimates will be noted at the meeting and a final version of the Budget will be brought to the January meeting where Members will be required to set the 2022/23 Precept.

## **13. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY**

**Members are requested to NOTE the delegated representations attached for October.**

## **14. FEEDBACK FROM MEETINGS**

Members are requested to note that a statutory consultation is expected on local school provision and **Members are requested to advise if there are any comments on the notes circulated after the Preston Area Committee meeting.**

Members are reminded that the Deputy Police Crime Commissioner will be attending the January meeting and **Members are requested to advise if anyone attended the Road Safety webinar on the 31<sup>st</sup> Oct.**

## **15. NOTE NEW CORRESPONDENCE**

**Members may be requested to note any new correspondence received since the agenda was issued.**

## **16. DATE OF NEXT MEETING**

Traditionally a meeting is not held in December.

**Members are requested to confirm the next meeting will be on Thursday 12<sup>th</sup> Jan 2023 at 7.15pm in Goosnargh Village Hall.**