



WHITTINGHAM PARISH COUNCIL
Agenda for Thursday 13th Jan 2022 at 7.15pm
in Goosnargh Village Hall – downstairs

ALL attendees MUST refer to the Covid Method Statement before attending.
Due to the high rates of the Omicron variant, attendees are also requested to take a Lateral Flow Test prior to attending.

<https://www.whittinghamparishcouncil.org.uk/other-documents.php>

1. APOLOGIES

- 2. APPROVAL OF MINUTES** of the Council meeting held on 11th Nov 2021.
The Chairman is required to sign the Minutes as a true record.

3. DECLARATIONS OF INTERESTS / WRITTEN 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 his right to participate and vote on that matter – see Standing Order 2020 (13)

Members are required to request a dispensation to set the 2022/23 precept by signing and returning the attached form.

4. CO-OPTION

Following the statutory declaration of 2 vacancies in Higher Ward, the City Council advised the positions could be filled by co-option. Mr Marginson's application was received in time to be included on the November agenda and his co-option was approved at the November meeting. However, 2 further applications were received after the agenda had been issued from Mr Price and Mr Collins. These have been circulated to Members. Both applicants have been invited to attend the January meeting. **Members are required to appoint a candidate for co-option.**

5. PUBLIC PARTICIPATION

Members of the public wishing to raise matters in accordance with Standing Order 2020 (3g & h), should raise them here. **In accordance with the Covid Risk Assessments, attendees are requested to inform the Clerk of their intention to attend and participate at the meeting.**

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

6. TRAFFIC ISSUES

Further to correspondence issued under MIN 21/88, LCC stated that Langley Lane and Short Lane were inspected following the installation of the water pipe and repairs would be carried out, along with patching on Goosnargh Lane. **Members are requested to advise if any problems remain following the completion of the UU works.**

Members are requested to **note** that a reminder has been sent to Community Road Watch regarding our request for speed gun training and although the Community Toolkit was included in the Autumn Newsletter, residents have not responded enthusiastically to any of the initiatives, however there is still an outstanding request for a GATSO enforcement camera (similar to the one in Grimsargh – see MIN 21/74) **Members are requested to confirm if they still wish to invite County Cllr Edwards to a future meeting or if they wish to progress the matter by email.**

7. PLANNING APPEALS / 5 YEAR SUPPLY UPDATE

At the time of preparing the agenda, an update on the planning appeal decisions has not been received, however, it is understood that local City Councillors are pressing for more information. **The matter is included on the agenda so Members can consider an update if one is received.**

8. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

To reduce the time spent in meetings post Covid, the Clerk is dealing with routine planning matters under delegated authority in accordance with Standing Order 2020 (15 xiv).

Members are requested to NOTE the attached representations made during December.

9. DEC 2021 FINANCE STATEMENT

Members are requested to NOTE that the December bank statements have been reconciled with the accounts and **approve the following invoices already paid in accordance with Standing Order 2020 15 (xii)**

Dec salary	Mrs J Buttle	£551.07	BACS	Ref 60
Dec PAYE	HMRC	£137.60	CQ 1514	Ref 61
Dec Electric	E-On	£13.58	DD	Ref 62

10. QUARTERLY BUDGET ANALYSIS 2020/21 OCT - DEC

Members are required to consider the attached 3rd quarter budget analysis and note that the Clerk is owed expenses for July – Sept and Oct - Dec. These amounts are included in the accounts for payment below.

11. ACCOUNT SIGNATORY DETAILS

As the Clerk has changed her home address, account signatories need to confirm that the account statements can be sent elsewhere and at the same time, the signatories need updating to reflect the addition of new Councillors. **Members are required to update the records for the CCLA account and the Co-Op account.**

12. ACCOUNTS SLCC MEMBERSHIP

Members are required to renew the Clerk's membership to the Society of Local Council Clerks. As the Clerk works for 2 Parishes the £215 membership will be shared equally by both Parishes at £107.50 each.

13. ACCOUNTS FOR PAYMENT

Members are required to approve the following accounts for payment

2/4 expenses July - Sept	Mrs J Buttle	£39.00	BACS
3/4 expenses Oct - Dec	Mrs J Buttle	£46.56	BACS
Viking stationary contribution	Woodplumpton	£21.50	BACS
Christmas tree erection & removal	Barton Grange	£534.00	BACS
Jan salary	Mrs J Buttle	£551.07	BACS
Jan PAYE	HMRC	£137.60	CQ 1515
SLCC Membership	Woodplumpton Parish	£107.50	BACS
Jan Electric	E-On	£18.67	DD

14. SETTING OF THE PRECEPT FOR 2022/2023

At the November meeting, Members considered the **draft** budget for 2022/23 and resolved to include the following expenditure items

- Additional printing cost associated with the refresh of the Parish Plan
- Refreshing the Beacon Drive Garden for the Queen's platinum jubilee.
- Contracting a Parish Lengthsman / Handyman

Members noted a surplus in the amount allocated to grants and donations and a £500 request from the Festival Committee. As the surplus will be carried forward, Members **RESOLVED** to reduce the grant allocation £1,000 leaving the **DRAFT** budget total at **£23,902**. A final budget including projected income has now been prepared. **Members are required to confirm the Precept requirement for 2022/23 and approve the £500 grant to Whittingham Festival.**

15. CIL FINANCES AND BUSINESS PLAN UPDATE

At the November meeting, Members were reminded that CIL should be spent within a 5-year period. The Master Log of CIL Income and expenditure was circulated with the Agenda and Members noted the CIL account balance currently stands at **£197,220**. Expenditure projects are identified on the CIL Business Plan and Members resolved to add the following items

- MIN 21/94 – Woodland Walk adjacent to the Barratt development
- MIN 21/95 – Repairs to the cricket club pavilion
- MIN 21/96 – War memorial benches

Quotes for the works have been requested and Members are requested to consider any feedback and confirm the cost, type, quantity and location of the war memorial benches. An update may also be given by the Goosnargh Village Green Working Group.

In addition, Members have received a copy of a letter from Goosnargh Tennis Club requesting financial support to improve their facilities. As CIL can only be spent on infrastructure improvements - not general maintenance issues - the City Council has been asked for comments regarding which elements can be financed and whether the Council can simply make a donation to the Club rather than financing a specific item. **Members are requested to decide if the request should be added to the CIL Business Plan pending the reply from PCC.**

16. NOTE NEW CORRESPONDENCE

Members may be requested to **NOTE** any updates on current matters / new correspondence received since the issue of the agenda.

17. DATE OF NEXT MEETING

Members are requested to confirm the date of the next meeting as **Thursday 10th February 2022 at 7.15pm.**

NOTE

In the event that the meeting needs to be held remotely due to a change in Government Legislation relating to the transmission of Covid, Members may be asked to prioritise the agenda items by focusing on the decisions required in blue rather than items requesting a decision as these may be deferred to a later meeting.