



WHITTINGHAM PARISH COUNCIL

Agenda for the Parish Council Meeting on Thursday 13th June 2024 at 7.15pm in Goosnargh Village Hall – downstairs

1. APOLOGIES

2. APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 9TH MAY 2024.

The Chairman is required to sign the attached Minutes as a true record.

Members are also requested to **NOTE** the attached Minutes of the Annual Parish Meeting which will be approved in May 2025.

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.

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

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

5. CO-OPTION VACANCY

Further to the notice advertising a Councillor vacancy in Higher Ward, 2 expressions of interest have been received, one verbally and one as detailed in the attached email.

Members are requested to consider the co-option requests. If a person is appointed, they will be required to sign a Declaration of Office.

6. 2023/24 INTERNAL AUDIT REPORT

The Internal Auditor's Report was received and circulated to Members on the 14th May 2024 with no matters arising.

Members are required to approve the Report, noting the £150 fee has been paid (Ref 23)

All the information relating to the 2023/24 accounts has been published on the website and the mandatory Public Rights Notice for electors to inspect the records, has been advertised as 10th June to 19th July 2024.

Members are requested to **note** that the external auditor has advised that Whittingham will be subject to intermediate level review procedures this year. In summary, this means that the Clerk will be instructed to submit additional information for scrutiny and review as required by the external auditors.

7. FINANCIAL STATEMENT 1st – 31st May 2024

The Chairman is requested to verify that the finance and bank statements have been reconciled, noting that the 2023/24 VAT expenses have been refunded.

The 2024/25 Precept has also been received however Members are requested to **note** that the Clerk noticed a deficit of £111. The City Council have acknowledged their error and the remaining amount will be transferred by separate bank transfer in June.

8. ACCOUNTS FOR PAYMENT AND RECEIPTS

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

DETAILS	PAYEE	AMOUNT	METHOD
Verti drain of football pitch	Danvic turfcare	£300.00	Ref 24
Renewal of Insurance	Clear Insurance	£1,080.45	Ref 25

Members are requested to **note** that further to MIN 24/25.16, the Clerk found a cheaper insurance quote which had a lower level of cover and did not include Official's Indemnity. Consequently, the existing Policy was renewed as advised by email - 30th May 2024.

Members are required to note and approve the following accounts for payment

DETAILS	PAYEE	AMOUNT	METHOD
Data Protection Renewal	ICO	£35.00	DD
Clerk Salary June	J Buttle	£1,328.71	BACs
PAYE	HMRC	£405.77	BACs
Employer Nat Ins	HMRC	£141.74	BACs
Pension	NEST	£88.55	DD
May Grounds Maintenance (new rates)	Nurture	£664.62	BACS
E-On bill	E-On	**	DD

**The Clerk queried the deduction of 2 payments in May which has resulted in a credit note for £10.58. As this will be deducted from the next payment, the June amount is not yet known.

9. PURCHASE OF A COUNCIL BANNER

During public participation at the May Annual Council meeting, it was suggested that the Council purchase a banner to identify Parish Councillors during the festival procession and to be used as publicity at other Parish Council events. The banner has been purchased and was used during the festival procession.

Members are requested to approve the cost.

10. BEST KEPT VILLAGE

Further to the Annual Parish Meeting, the Clerk confirmed that as the land at Beacon Drive was owned by the Parish Council, G&W in Bloom could add a planter. It was also confirmed that the circular benches on Goosnargh Village Green could be painted at a cost of £59.94.

Members are requested to approve payment of the invoice for the paint.

11. PUBLIC RIGHTS OF WAY - RENEWAL OF GRANT APPLICATION

Members are requested to consider if they wish to apply to opt in to LCC's Public Rights of Way grant scheme and the Biodiversity grant scheme as detailed in the [attached letter](#).

The Clerk will complete and send the feedback reports in relation to the 2023/24 grants.

12. COMMUNITY INFRASTRUCTURE BUSINESS PLAN

The CIL finance report and Business Plan were updated and presented to the May meeting.

Members are requested to note any verbal updates.

As reported at the May meeting, the Speed Indicator Device on Halfpenny Lane was damaged in a road traffic accident. Unfortunately, details of the vehicle that caused the damage do not appear to have been recorded on the police log and the PCSO is still investigating.

Traffic technology have advised that it will cost £650 + VAT to attend the site to check and service all 3 SPIDS. If the damaged SPID is working, a replacement solar panel can be purchased separately. If it is broken beyond repair, a new device and solar panel will be required at a cost of £2,868 – not including installation.

Cheaper SPID products are now available from other providers, so if the SPID is not repairable, Members are requested to consider a cheaper alternative – details of which will be brought to the meeting.

As the undamaged SPIDs need servicing and maintenance, Members are requested to approve the call out charge. If the SPID can not be repaired, Members are requested to confirm a budget for a replacement solar SPID with data collection options.

13. ST JOHN'S CHURCH

Following the Working Group meeting on the 23rd May, Cllr Price has prepared the **attached** papers - a Feasibility Study and an Option Paper on the way forward. As stated in his covering email, it is recommended:

1. That the Council immediately, actively and persistently engages with Homes England to get them to carry out remedial work as identified in the recent report to prevent further deterioration.
2. That the Council engages with Homes England to get them to progress a redevelopment initiative of their own to secure the long term future of the church.
3. That the Council issues an 'Invitation to Tender' to potential suppliers for the preparation of a properly costed and detailed feasibility for redeveloping the Church to take into account
 - a. The Concept Paper agreed by Council on 12 October 2023,
 - b. Possibilities offered by including the Hermitage building,
 - c. The overall aspirations of the Council to ensure a viable building for community use.
 - d. Other ideas not currently identified that might arise in the process.

Members are requested to approve the above recommendations and confirm that funding for the development of a feasibility report will be financed from CIL (Community Infrastructure Levy) funding.

Councillors do not need to make a financial commitment until tender responses have been received and evaluated but it should be recognised that once a tender proposal has been accepted, the investment in a feasibility study could prove to have been unnecessary if Homes England are able to progress a successful initiative of their own.

14. SUMMER NEWSLETTER

The Summer Newsletter is due to be released following the June meeting. It will include any Councillor updates, the Annual Chairman and Finance Reports and an update on CIL items.

Members are requested to consider any other articles for inclusion, noting that the article may be written by Members.

15. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

Members are requested to consider and approve the **attached** delegated representations on the following summarised applications

06/2024/0360 First floor extension and detached garage at Hunters Green, Short Lane.

06/2024/0440 Construction of a new vehicular access off Tansy Road

06/2024/0497 Vary the surface water drainage condition at Swainson Farm, Goosnargh Lane.

06/2024/0524 extensions including a rear at 29 Parkgate Preston

06/2024/0547 refurbishment and extension of North Lodge to include site boundary alterations

A resident has requested that the Parish Council supports their concern regarding the erection of 7 portacabins on land adj to 97 Halfpenny Lane as detailed in the **attached** letter.

Members are requested to confirm a query should be submitted to the planning department.

16. NOTE NEW CORRESPONDENCE

Members are requested to provide feedback from the Preston Area Committee meeting held on the 5th June 2024.

The agenda was forwarded on the 2nd June.

Members are requested to NOTE the following items, in addition to any new correspondence or items of concern received since the issue of the agenda.

Lancs County Council have escalated the Parish Council's request to include a 'date of issue' on Traffic Regulation Orders. The Clerk will request an update in due course.

Members are requested to **note** the following temporary road closures

- Langley Lane, Inglewhite on **17/06/24** to enable Openreach on behalf of British Telecom to carry out pole testing works.
- Goosnargh Lane, Goosnargh from **23/07/24** to **25/07/24** to enable Network Plus on behalf of United Utilities to install a new customer connection works to take place.
- Whittingham Lane, Grimsargh on **14/08/24** to enable Openreach on behalf of British Telecom to carry out pole replacement works.

LCC's reply regarding the proposal to widen Skew bridge was forwarded to Members on the 2nd June. The reply states that they have taken comments on board in respect of the formal diversion routes and they will notify the Council of the routes as part of the formal TTRO process in due course.

17. DATE OF NEXT MEETING

Thursday 11th July 2024 at 7.15pm in Goosnargh Village Hall.

END