



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

1. APOLOGIES

- 2. APPROVAL OF MINUTES** of the Council meeting held on 8th Sept 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 Hive Land and Planning have requested to attend towards the end of the meeting to discuss Homes England's proposed plans for Whittingham Sports & Social Club.

5. CIL BUSINESS PLAN - UPDATES

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

Members are requested to note the updates detailed in the progress column and advise of any actions to be taken.

6. GROUNDS MAINTENANCE REVIEW

Following a Working Group meeting on the 29th Sept, attached is a draft revised maintenance contract for 2023/24.

Members are requested to confirm the draft contract so that contractors can be invited to submit quotes.

7. REPLACEMENT PLAQUES

Under MIN 22/46 of the July meeting, Members resolved to request a 9 x 12" size plaque to replace the damaged jubilee tree plaque on Goosnargh Village Green. The plaque has been ordered at a cost £174.04.

Members are requested to approve the invoice and confirm the arrangements to erect it.

A brass plaque was erected to commemorate Cllr Rigby's long service to the Council at a cost of £171.90 and disappointment was expressed that the plaque has corroded. The supplier has stated that the amount of tarnishing will depend on where the plaque is sited. They recommend returning it so it can be restored at a cost of £35 +VAT then regularly polishing it.

Members are requested to confirm if the plaque should be restored (bearing in mind it will tarnish again) or replace it in a more durable material.

8. EXTERNAL AUDIT REPORT 2021/22

The attached external audit report was received after the September meeting and the Notice of Conclusion of Audit was published on the 23rd Sept.

Members are required to approve the report and note that there were no matters arising.

9. FINANCIAL STATEMENT 1st – 30th Sept

The Chairman is requested to verify that the monthly finance statement has been reconciled against the bank statements.

10. 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)

External Audit (MIN 22/66)	PKF Little John	£480.00	BACs
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Members are required to approve the following accounts for payment

Barton Grange – Play inspections 1/4ly invoice	Nurture	£402.00	BACS
Grounds Maintenance - final payment	Nurture	£1560.00	BACS
Clerk Expenses July - Sept	J Buttle	£43.50	BACs
Clerk Salary Oct 2022	J Buttle	£560.73	BACs
Tax / National Insurance	HMRC	£140.00	BACs
Electric Bill	E-ON	£17.64	DD

11. ORDERING OF POPPY WREATHS

A donation is usually made for 2 wreaths for the Remembrance Day services in St Mary's Church and the Parish Council Memorial at Beacon Drive.

Members are required to confirm a donation of approx. £34.00 under S137 of the Local Govt Act 1972.

12. ORDERING OF 2022 CHRISTMAS TREE

Nurture (formally Barton Grange) have provided a quote of £470.00 + VAT for erecting, dressing and removing a 15' Christmas Tree at Beacon Drive.

Members are requested to approve the ordering of the Christmas tree.

13. HALF YEARLY BUDGET ANALYSIS Apr 21 – Sept 21

The **attached** report shows the agreed expenditure items for 2022/23, the amount of budget allocated, the expenditure to date, the remaining budget and future committed expenditure.

Members are required to compare the current expenditure against the budget noting any excesses or projects not yet actioned.

14. CONSIDERATION OF 2023/24 BUDGET ITEMS

The November meeting will primarily focus on the 2023/24 budget requirements.

Increases already noted by the Clerk include

- 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)

Members are requested to identify any new budget items so that cost estimates can be brought to the November meeting.

15. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

Members are requested to NOTE the delegated representations attached for September.

16. HIVE LAND & PLANNING

Hive Land and planning have requested to attend the meeting to present Homes England's proposals for the redevelopment of Whittingham & Goosnargh Sports & Social Club.

Members are invited to ask questions regarding the proposal which will be considered further when the planning application is received.

17. AUTUMN EDITION OF THE PARISH NEWSLETTER

The Autumn edition of the Newsletter needs to be at the printer's w/c 31st October so that it can be delivered in time to advertise the arrangements for Remembrance Sunday. Members have agreed that the Newsletter will include feedback on the Parish Plan.

As the Parish Plan meeting has been rescheduled to the 20th Oct, Members are requested to confirm that the Newsletter draft may be approved by email.

18. PARISH & TOWN COUNCIL CONFERENCES

The Lancashire Parish and Town Council Conference (Lancashire County Council) will take place on Saturday 12 November 2022 in The Exchange at County Hall, Preston beginning at 9.30am. There is also an option to attend via MS Teams. The agenda is **attached**.

The conference will be followed by the Lancashire Association of Local Council's AGM which can only be attended in person.

Members are requested to confirm if they wish to attend either event.

19. NOTE NEW CORRESPONDENCE

The Preston Area Committee meeting regarding School provision has been altered to the 19th October. Please email any questions to the Clerk.

A road safety seminar will be held on 31st October from 09.30-12.30. See email sent on 4h Oct for joining instructions.

Members are requested to **note** that the Clerk has discussed St John's Church with the secretary of Hudswell Community Charity (Yorkshire) who are converting a Church into a hostel. They have provided some contacts in relation to their experiences which the Clerk is now following up on.

20. DATE OF NEXT MEETING

Thursday 10th Nov 2022 at 7.15pm in Goosnargh Village Hall. Please note the car park may not be available for parking.