



WHITTINGHAM PARISH COUNCIL
Agenda for Thursday 14th July 2022 at 7.15pm
in Goosnargh Village Hall – downstairs

1. APOLOGIES

- 2. APPROVAL OF MINUTES** of the Council meeting held on 9th June 2022.
The Chairman is required to sign the Minutes of the Meeting 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.

5. FINANCIAL STATEMENT 1st – 30th June 2022

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

6. REVIEW OF 1st QUARTER ACCOUNTS

Members are required to consider progress against budgeted items following the completion of the 1st Quarter – April to June. **Once approved, the Chairman is required to sign the report.**

7. MEMBER ALLOWANCE CLAIM

Under MIN 22/10 Members resolved to adopt an allowance scheme to reimburse Councillors for Council related expenses. Cllr Marginson has submitted an ink receipt for £39.99.

Members are requested to approve the reimbursement.

8. ACCOUNTS FOR PAYMENT AND RECEIPTS

Members are required to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT	METHOD
Clerk's utilities & parish mileage April - June	J Buttle	£64.65	BACs
Clerk Salary June 2022	J Buttle	£560.73	BACs
Tax / National Insurance	HMRC	£140.00	BACs
E-On bill	E-On	£17.64	DD
1 st Quarter Play area inspection & litter pick	Barton Grange	£402.00	BACs
April - June grass cutting contract	Barton Grange	£1560.00	BACs
Box of A4 Paper (½ to be reimbursed from W/P)	Viking Direct	£23.85	BACs

9. PARISH PLAN CONSULTATION

The Parish Plan consultation was posted on the 25th June. The stationery order from Viking Direct qualified for a £15 discount which is reflected in the reduced costs below. Preston City Council are yet to invoice for the printing.

DETAILS	PAYEE	AMOUNT
C5 Envelopes 3 x 500	Viking Direct	£78.05
Address Labels	Viking Direct	£37.19
1150 x .68p Postage	J Buttle	£782.00

Members are required to approve the above amounts for payment, confirm the number of replies received to date and agree the arrangements for analysing the data, discussing the replies and updating the Parish Plan.

10. QUEEN'S JUBILEE PLAQUE

Under MIN 22/32 Members resolved to consider a replacement plaque to mark the location of the trees planted on Goosnargh Green to commemorate the Queen's Golden Jubilee.

Members are requested to consider the options available and agree a budget for the replacement. In addition, Members are requested to update 4 shields on the Chairman's regalia at an approx. cost of £50. (One shield cost £15 ten years ago).

11. PUBLIC RIGHTS OF WAY (PROW) LOCAL DELIVERY SCHEME 2022/23.

Under MIN 22/39 of the June meeting, it was resolved that the inspection of PROWs, village maintenance and play area inspections should be considered collectively when the grounds maintenance contracts are reviewed in September / October.

Notwithstanding the above, LCC have published details of the PROW Local Delivery scheme for 2022/23 which includes an additional grant to undertake biodiversity projects – see attached letter. Applications to opt into the grant schemes need to be submitted by the 31st July.

Assuming Members wish to participate in both schemes, Members can decide how and when maintenance projects should be undertaken, in accordance with the delivery methods specified, when they assess the maintenance arrangements as resolved under MIN 22/39.

Members are requested to confirm whether they wish to apply for the Local Delivery Scheme grant and the Biodiversity Small grant.

12. CIL BUSINESS PLAN

The CIL Business Plan has been updated to record the latest position on items outstanding.

Members are requested to note and comment on the updates.

Cycle rack - Star pubs have finally replied to say there will be no rental charge for the space taken up by the cycle rack, however a licence will be offered on the basis that it will be subject to termination at any time on 3 months' notice.

Members are requested to confirm if they still wish to go ahead with the Cycle rack at the Stags Head or consider an alternative location.

Tennis Club - In addition to the CIL funding request for a new roof, a further funding request has been received for new floodlights. A copy of the previously submitted Business Plan and quotes for the works have been forwarded to Members along with a covering letter regarding the request. **Members are requested to consider if the flood light request should be added to the CIL business plan.**

Cemetery benches – Under MIN 21/115 of the January meeting, Members resolved to make further enquiries for 4 benches to be installed at Whittingham cemetery and, as mentioned in the June Minutes, Homes England (HE) stated that they will either install them themselves or provide a quote for the Parish Council to pay for the installation. A site meeting took place on the 28th June to confirm the exact location and an update from HE is expected.

The cost of 4 benches has increased from £996 per bench to £1,103 + VAT = total £5,294.40. Delivery for 4 benches would be £255 + VAT= £306.00

Assuming HE request that the Parish Council pays for the installation, **Members are requested to confirm the revised purchase costs and agree a budget for the installation** so that the works can be ordered prior to the Sept meeting. If the installation cost exceeds the budget, the amount will be brought back to the September Council meeting.

13. HOMES ENGLAND - ST JOHN'S CHURCH

At a meeting on the 8th June, Homes England stated that providing they are copied in to all correspondence, they would be supportive of the Parish Council making enquiries regarding the future development of the Church and under MIN 22/37, Members RESOLVED that the Clerk contact the Heritage Fund to find out more about the Heritage project application process.

A verbal update will be given by the Clerk.

Assuming Members are happy with the grant information, Members are requested to approve the submission of a grant application during August – after the submission request has been approved by Homes England.

14. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

Under MIN 22/24, Members resolved that the Clerk continue to process routine planning matters under delegated authority in accordance with Standing Order 2020 (15 xiv).

Members are requested to NOTE the delegated representations for July.

The City Council has determined that an Environmental Impact Assessment is not required for the redevelopment of Whittingham Sports & Social Club (06/2022/0647) and at our request, the Club have shared a copy of the site plan and layout of the proposed development.

Whilst a full planning application has not been submitted yet, the plans are included on the agenda to allow Members to consider the information and raise any questions or concerns. If the application is submitted in August, the Clerk will request an extension of time to allow the full application to be added to the September meeting.

15. NOTE NEW CORRESPONDENCE

Members may be requested to NOTE any new correspondence or items of concern received since the issue of the Agenda.

16. DATE OF NEXT MEETING

Thursday 8th Sept 2022 at 7.15pm in Goosnargh Village Hall.

END