



**WHITTINGHAM PARISH COUNCIL**  
**Agenda for Thursday 9<sup>th</sup> March 2023 at 7.15pm**  
**in Goosnargh Village Hall – downstairs**

**1. APOLOGIES**

- 2. APPROVAL OF MINUTES** of the Council meeting held on 9th Feb 2023.  
**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 financially support a scheme unless the details have been included as a specific item on the agenda.

As usual, an invitation to attend the meeting has been have been sent to the local police representatives, County and City Councillors.

**5. CIL BUSINESS PLAN – UPDATES AND ADDITIONS**

The attached CIL Business Plan has been updated to reflect the latest updates on current issues.

**6. CIL BUSINESS PLAN – FINANCE**

**a) Longridge Town FC** presented a report to the January meeting regarding a CIL request for replacement floodlights. Under MIN 22/112 Members resolved to add the matter to category 2 of the CIL business plan where further information is required. Supporting quotes have now been received and their preferred option is to take down 12 pillars and erect 16 pillars at a cost of **£49,674.30**.

**Members are requested to consider the attached quotes and covering email and confirm the amount of funding to be allocated.**

**b) Village Hall roofing costs** – Under MIN 22/35 of the June 2022 meeting Members resolved to ring fence a capped amount of **£120,692** CIL funding for the Village Hall roof and under MIN 22/60 of the Sept 2022 meeting it was resolved that the payment would be released as soon as the invoices were received. Cllr Marginson who has been the Council's contact point for the project, has confirmed that invoices totalling **£114,906.42** are due for payment with a retention amount of **£2,940.78** due later in the year. Based on the attached report, in accordance with the daily transaction allowance, the Clerk has transferred 4 payments of £25,000 to the Village Hall account.

**Members are requested to confirm payment of the balance of £14,906.42 noting that the retention amount is not due until August 2023.**

**7. CUMERAGH VILLAGE PLAY AREA**

Further to MIN 22/137 of the January meeting, Playdale have confirmed that repairs are required to the swing and roundabout at a cost of **£1,626.02 + VAT**. (Less £180 call out)

**As this is a health and safety issue, Members are requested to confirm the repairs.**

Cumeragh Village Residents Association have advised that they will repair the rectangular planters which they provided, however as the tubs were provided by the Parish Council, they wish the Parish Council to replace them.

**Members are requested to consider the attached email.**

**8. FINANCIAL STATEMENT 1st – 28<sup>th</sup> Feb 2023**

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

**9. ACCOUNTS FOR PAYMENT**

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

CCTV signs	J Buttle	£16.34	BACs
Yellow highlighters	J Buttle	£4.82	BACs
Clerk Salary March	J Buttle	£602.36	BACs
Tax / National Insurance – employee	HMRC	£150.40	BACs
E-ON Electric	E-ON	£12.35	DD

**10. 2022/23 INTERNAL AUDIT REQUIREMENTS**

In order to comply with Audit Requirements and Finance Regulations, **Members are required to review the Internal Audit Terms of Reference and ensure the attached documents are up to date and appropriate to the Council’s requirements.**

- A. Risk Management Strategy
- B. Risk Management Register
- C. Council’s Asset Register

Members are also required to approve Mr Slade as the Council’s Internal Auditor and ensure that **D. The Internal Audit Checklist** is sufficient to show that the Council has considered the financial procedures, audit requirements and risks.

**11. 2023/24 E-ON ELECTRICITY CONTRACT**

The Council has a one-year fixed price plan with E-ON for the electric supply to Beacon Drive Christmas tree. The contract needs renewing before the 14<sup>th</sup> April. **Members are required to renew the current arrangements and confirm the preferred term.**

**12. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY**

**Members are requested to NOTE the attached delegated representations for January**

**13. NOTE NEW CORRESPONDENCE**

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

**14. DATE OF NEXT MEETING**

The next meeting is scheduled for **Thursday 13<sup>th</sup> April at 7.15pm** in Goosnargh Village Hall.