

WHITTINGHAM PARISH COUNCIL

Due to the Coronavirus situation, an ordinary meeting of Whittingham Parish Council did not take place on **Monday 6th April 2020**, instead, **Members confirmed their agreement to various items on the April Agenda / Update as follows**

Members:

Cllr Dave Hall	Confirmation received by email
Cllr Barbara Clarke	Confirmation received by email
Cllr Bernard Huggon	Confirmation received by email
Cllr Alex Meades	Confirmation received by email
Cllr Margaret Rigby	Confirmation received by phone call with the Clerk
Cllr Michelle Woodburn	Confirmation received by email

APOLOGIES

A joint letter issued by NALC and SLCC on the 24th March confirms that the Government is working on a Coronavirus Bill which will allow Council meetings to be held remotely. However, should the inability to meet continue, or Members are unable to 'attend' a remote meeting due to technology issues, the Clerk has checked that Members are not likely to be affected by the 6-month absence statute LGA 1972 s85.

APPROVAL OF MINUTES of the meeting held on 11th March 2020

MIN 20/133 It was RESOLVED by the means above, that the Minutes were a true record and will be signed at the next available Council meeting in accordance with LGA 1972 Sch. 12 Part VI para 41 (1)

TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS

Cllr B Clarke and Cllr M Woodburn attended an induction meeting on 17th March. Member Interest Forms have been returned to the City Council and added to the Parish Council website. The Clerk was not notified of any interests relating to the April Agenda / Update.

PUBLIC PARTICIPATION

Every effort has been made to keep the public informed of the current situation and links to Coronavirus information and support groups were added to the website on the 25th March.

On the 17th March the website was updated to advise residents that the April meeting was likely to be postponed. This action was confirmed by Cllr Hall on the 23rd March and regular attendees such as the Police and City Councillors were made aware by email.

An attempt was made to deliver the Newsletter on the 23rd March but this was suspended following complaints from residents concerned about the Coronavirus risk. The undelivered editions have been returned in the hope they can be reissued with an amended front page.

PLANNING APPLICATIONS

The City Council has not confirmed how planning applications will be processed and the Clerk has not received any new consultation emails. However, the weekly lists (weeks 51 and 52) were published on the 27th March. In the absence of any formal consultation, the Clerk has used the weekly lists to note any new applications and will comment on those under delegated authority in accordance with Standing Order 40a.

06/2020/0162 Outline planning application seeking approval for access, layout and scale for 3no dwellings (all other matters reserved) Gleadale House, Cumeragh Lane.

The application seeks approval for 3 houses to the east of Gleadale House.

Members may recall that outline permission was granted for 3 houses to the west of Gleadale House **06/2018/1229**. This application covers land to the east. The Clerk has **opposed the application under delegated authority** as the application is in the open countryside and will affect the setting of Gleadale House which is a Heritage Asset.

The April Agenda / Update informed Members that an appeal against the refusal of a Permission in Principle application for up to 6 dwellings on land opposite Gleafied

06/2019/0670 has been dismissed.

The April Agenda / Update reminded Members that an online planning workshop will be held on Fri 17th April from 10.30 – 11.30. Members must register for a place – see 26th Mar email.

FINANCIAL STATEMENT 2019/20

The April Agenda / Update informed Members that under normal circumstances, the end of year accounts must be certified, considered and approved by Council by no later than **29 June**. The SLCC website advises that due to the current circumstances, where Councils are unable to hold meetings, the deadline may be extended to the **30th September** however, to avoid a backlog of work in September, the Clerk will complete the end of year accounts and prepare the documents for the Internal Auditor in the usual timescales.

RENEWAL OF LALC MEMBERSHIP 2020/21

The April Agenda / Update informed Members that the LALC renewal is £491.99 an increase of £36.00 from last year, however, as LALC only accepts payment by cheque, the renewal was **deferred** as the invoice can't be paid until a cheque can be signed.

MAINTENANCE OF CUMERAGH TREES

Members added £1,300 to the 2020/21 budget to cover the tree crowning and thinning at Cumeragh Play area which was identified as part of the July 2019 risk assessment – see MIN 19/53. **MIN 20/134** Members RESOLVED by email to request that Goosnargh Tree Services complete the work in accordance with their quote as soon as it is safe to do so.

ACCOUNTS FOR PAYMENT

The £27.60 monthly payment to Easy Website will continue by Direct Debit. **MIN 20/135** As the Council can't meet to sign cheques, it was RESOLVED by email that the following amounts should be paid by electronic BACs transfer

DETAILS	PAYEE	AMOUNT	REF NO
Website provider	Easy Website	£27.60 x 12	DD 001
Play area Insp Jan - March	Barton Grange	£402.00	BACs 002
Quarterly Expenses Jan - March	J Buttle	£45.94	BACs 003
Open spaces membership	Open Spaces Society	£45.00	BACs 004
Spring Newsletter printing	Preston City Council	£113.00	BACs 005
Clerk April Salary	Mrs J Buttle	£536.24	BACs 006
April PAYE	HMRC	£134.00	BACs 007

As the Agenda / Update was issued prior to the new Tax Year, payment of the Clerk's April Salary and the HMRC payment were agreed by email on the 17th April. Confirmation of the 2020/21 Tax Coding was also forwarded.

CIL UPDATES

The SPID devices have been calibrated and individual reports can now be produced – however, due to the Coronavirus restrictions the data has not been extracted.

DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is the Annual Council Meeting on **Monday 11th May 2020**. As the current 'lock down' situation is likely to continue, Members have indicated their availability to attend a remote meeting which will cover urgent items only.

The Annual Parish meeting of electors, which usually takes place prior to the Council meeting, is likely to be postponed. On the 1st April, an email was sent to those who had requested grant donations for the 2020/21 financial year.