



## WHITTINGHAM PARISH COUNCIL

Minutes of the Meeting held on  
Thursday 10<sup>th</sup> Feb 2022 at 7.15pm  
in Goosnargh Village Hall

### MEMBERS PRESENT

Cllr Dave Hall - Chairman  
Cllr Tony Brooks  
Cllr Barbara Clarke  
Cllr Eddie Marginson  
Cllr Michelle Woodburn

### MEMBERS OF THE PUBLIC

D Price – applicant for co-option  
T Dixon – Whittingham Sports & Social Club  
H Dixon – Whittingham Sports & Social Club  
N Birkby - Scouts  
Cllr G Jolliffe – Preston City Council  
Mrs Julie Buttle – Parish Clerk

### APOLOGIES

Cllr Bernard Huggon

**APPROVAL OF MINUTES** of the meeting held on 13<sup>th</sup> January 2022.

**MIN 21/116** it was RESOLVED that the Chairman sign the Minutes as a true record.

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

**MIN 21/117** Cllr Clarke declared a personal interest in the tennis club donation (Agenda item 10) as her husband is a club member.

### PUBLIC PARTICIPATION

**MIN 21/118** It was RESOLVED that the meeting be adjourned for public participation.

The Chairman expressed his relief at the news that the planning appeals had been dismissed. He thanked the public for attending and invited them to speak.

City Cllr Jolliffe stated he was attending as an observer as he had been unable to attend previous meetings, however, he also welcomed the news that the developments were refused.

Mr Dixon of Whittingham Sports & Social Club stated that meetings had taken place with Homes England (HE) and as a result, they had reached an agreement over the site boundary and were now negotiating the new club facilities. It is understood that HE have set aside £3m pounds to provide these. In addition, HE are paying for architects to draw up the detailed plans and it is hoped works will start in Dec 2022. In response to a query, it was confirmed that application **06/2019/0365** detailed the indicative layout of the facilities but the exact details will not be known until the reserved matters planning application is finalized. It was confirmed that the Club will be able to stay open whilst the new premises are built. The Chairman thanked Mr Dixon for the update and stressed that the Parish Council wishes to be kept informed regarding any progress. Cllr Brooks has been appointed as the Parish Council liaison person and it was confirmed that contact details have been exchanged.

Mr Birkby presented a letter to the Parish Council regarding an appeal for new Scout Headquarters. Currently 67 scouts and 20 adult volunteers operate from a building at the rear of Goosnargh Oliverson's School, which is no longer fit for purpose and needs replacing with a more suitable modern building. The estimated cost of demolition and replacement is in the region of £300,000. Ideally the Scouts would prefer to stay where they are – but they can't secure funding for new premises due to the limitation of the lease, which expires in 6 years. The current building will not last another 6 years, so alternative premises are being considered at the former Whittingham hospital site but as the whole area is being developed, there are access and safety issues. It is understood that North Lodge may be put on the market in April, but initial discussions indicate it will be the plot only - not the building.

The appeal letter confirms that County Cllr Whittam is trying to get the lease extended so that the Scouts have security in the longer term but progress is slow as it is understood that LCC want the land to extend the primary school. The Church also believe the land could be used to extend the graveyard. It is understood a decision may be announced in September but either way, the Scouts expressed their frustration that LCC are not engaging with them, despite the fact they are essentially providing a Youth Service for the rural area.

The Chairman thanked Mr Birkby for his presentation and confirmed that the Parish Council has added financial support towards the new accommodation to its CIL Business Plan but it is clear that the lease and location issues need to be resolved first. It was suggested that the Parish Council respond to the appeal letter by contacting LCC to support the Scouts case for the lease to be extended. It was also suggested that the Scouts use the national Scout Association to highlight the value of the youth provision to LCC in an attempt to resolve the issue and the meeting was reconvened.

### CO-OPTION

2 applications for the vacancy in Higher Ward were received from Mr Price and Mr Collins. Prior to the meeting, Mr Collins advised he was withdrawing his application as he was moving away from the Parish. Mr Price was invited to say a few words in support of his application and he left the room whilst Members considered his co-option. **MIN 21/118** It was RESOLVED that Mr Dave Price be co-opted to the Higher Ward vacancy. He was issued with a copy of the Code of Conduct and signed the Declaration of Office. The Clerk will arrange an induction session.

### COMMUNITY GOVERNANCE REVIEW

As stated on the agenda, the number of residents in the Parish is increasing, resulting in more work and projects for Members and the Chairman asked the Clerk to establish the procedure for increasing the number of Councillors. The City Council have advised that this could be achieved through a Community Governance Review (CGR) but the City Council would only be under a duty to carry out the review, if the request is accompanied by a petition signed by at least 10% of electors. The CGR could also be used to assess boundary changes to better reflect the identities and interests of the community.

Members discussed the above and agreed that whilst the CGR could provide an opportunity to review the boundaries and Parish identity, any alterations would require the agreement of Goosnargh Parish Council. In addition, City Cllr Jolliffe suggested that instead of formally increasing the number of Councillors, Members could consider co-opting residents on to working groups to help spread the workload of the Council.

**MIN 21/119** Members considered the above points and RESOLVED that the Clerk approach Goosnargh Parish Council, on an informal basis, to see if there was an appetite for a review of the Parish identity. If they come back with a positive response, Members will be asked to consider whether to submit a full CGR, but if there is no appetite for change, Members will be asked to consider whether to progress Cllr Jolliffe's suggestion or approach the City Council to increase the number of Councillors without a petition as Lea & Cottam Parish did in 2013.

### TRAFFIC ISSUES

Further to MIN 21/105 Members **noted** that Whittingham Lane was inspected on the 25<sup>th</sup> Jan and seven carriageway and eight footway defects (deeper than 40mm) were repaired.

Further to MIN 21/106 Members **noted** that the Lancashire Association of Local Councils would be hosting a Zoom briefing on the Community Safety Partnership on the 17<sup>th</sup> Feb. **MIN 21/120** it was RESOLVED that Cllr Brooks would attend and feedback any information to Members.

### JAN 2022 FINANCE STATEMENT

The Chairman verified that the finance and bank statements had been reconciled.

**MIN 21/121** Members RESOLVED to approve the following invoices already paid in accordance with Standing Order 2020 15 (xii) and

|                        |               |         |      |        |
|------------------------|---------------|---------|------|--------|
| Grounds Maintenance    | Barton Grange | £402.00 | BACS | Ref 71 |
| Tree planting donation | Mr B Hill     | £20.00  | BACS | Ref 72 |

### ACCOUNTS FOR PAYMENT

**MIN 21/122** Members RESOLVED to approve the following accounts for payment

|                   |              |         |      |
|-------------------|--------------|---------|------|
| Feb salary        | Mrs J Buttle | £551.07 | BACS |
| Feb PAYE          | HMRC         | £137.60 | BACS |
| Feb Electric bill | EON          | £13.89  | DD   |

## 2021/22 CIL ISSUES

**Tennis Club** – Under MIN 21/104 of the 13<sup>th</sup> Jan 2022 meeting, it was suggested that the tennis club draw up a business plan prioritising their needs. It was also suggested that they apply to the Parish Council for a donation to help with the cost of a consumer unit with an estimated cost of £300 + VAT. Members noted the submission of the Business Plan and accounts and noted that whilst they could fund the unit themselves, they need to protect their reserves and without the unit, they cannot operate successfully and increase funds.

**MIN21/123** Based on the above, Members considered that the application met the criteria of the grant policy and it was RESOLVED to award the full amount of £360.00 subject to the grant policy conditions.

**Goosnargh Village Green** – A Working Group was formed to discuss using CIL to improve facilities at Goosnargh Village Green. As the Village Green is owned by the City Council, the Working Group forwarded their suggestions to the City Council for comments. The suggestions include re-instating the football pitch, adding adult gym equipment and creating a car park area with electric charging points on land to the north of the tennis courts. A copy of the suggestions along with proposed locations was circulated to Members. **MIN 21/124** Members considered the suggestions and RESOLVED that they would be supported in principle by the Parish Council. Members were also requested to consider whether residents should be informed of the suggestions, even though the specific details are not yet known. **MIN 21/125** With one vote against, it was RESOLVED to get feedback from the City Council before seeking views on the proposals.

In addition to the above, at the January meeting, it was stated that the lighting is extremely poor along the existing path at the rear of the tennis courts. As the land is owned by the City Council, the Clerk asked City Cllr Landless for assistance to resolve the problem. **MIN 21/126** As it is highly likely that the Parish Council will be required to contribute to any works, Members RESOLVED to add additional lighting to the CIL Business Plan.

With regards to the woodland walk, and the installation of the metal benches, as the assets will be on land belonging to Homes England, they are considering how best to proceed

## 2022/2023 BUDGET ITEMS

Under MIN 21/93 Members approved the 2022/23 budget which included the following expenditure items

- 1) Additional printing cost associated with the refresh of the Parish Plan
  - 2) Refreshing the Beacon Drive Garden for the Queen's platinum jubilee.
  - 3) Contracting a Parish Lengthsman / Handyman
- 1) For those new to the Council, Cllr Hall explained that the Parish Plan was written in 2005 and much of the content is out of date. The document needs updating to be a SMART based, working document of the Parish Council's aspirations, which will help inform future projects and the CIL Business Plan. Rewriting the plan will take time and is best achieved if sections are allocated to working groups. **MIN 21/127** Cllr Hall proposed that Members attend an additional meeting to discuss how to go about the process and it was RESOLVED that the Clerk would arrange the meeting in consultation with Cllr Hall.
  - 2) As an existing contractor responsible for the maintenance of the land at Beacon Drive, Barton Grange were requested to provide a quote for the refresh of the garden for the Queen's Jubilee. **MIN 21/128** Due to the cost involved, 3 quotes are required under 11.1h of the Financial Regulations and it was RESOLVED that the Clerk contact So Plants and another contractor - details of which will be provided by Cllr Marginson.
  - 3) The Autumn Newsletter included an article advising that the Parish Council is considering a contract for a handyman to repair assets and undertake routine maintenance in the Parish. 3 enquiries were received but none came to fruition, although Members stated the 3<sup>rd</sup> contact is still interested. In order to appoint someone, tasks need to be identified and procedures need to be in place to ensure there is an audit trail of completed tasks and payments. Cllr Hall proposed that the tasks should be identified from the Parish Plan aspirations, however, some Members stated there were enough tasks to commence the role in April.

To progress the matter, the Clerk suggested that Members provide a list of tasks requiring immediate attention so that the role can be commenced in April, with the intention of adding tasks from the Parish Plan in due course. **MIN 21/129** As the current Parish Plan may inform some of the tasks, it was RESOLVED that the tasks be identified at the Parish Plan meeting, with delegated authority given to the Clerk to draw up the required work schedule and job specification. Members will then be responsible for the recruitment process which can be clarified at the March meeting.

#### **BEST KEPT VILLAGE COMPETITION**

**MIN 21/130** Due to the amount of work required, Members RESOLVED not to enter the competition until the handyman has had an opportunity to improve problem areas.

#### **PLANNING APPEALS / 5 YEAR SUPPLY UPDATE**

Members were informed that the Whittingham planning appeals have been dismissed as the Inspector was satisfied that the City Council had a 5-year housing supply, however, the developers could challenge the decisions in the High Court. The next step to 'protect' the land from future applications, is to ensure the City Council does not include it in a 'growth zone' when they refresh the Local Plan. The Clerk is monitoring progress on this. **MIN 21/131** As the appeal results have been widely advertised, and as a Newsletter will be issued in April advertising the Annual Parish meeting in May, Members RESOLVED not to produce an additional leaflet.

#### **PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY**

**MIN 21/132** Members RESOLVED to note the delegated planning comments.

#### **WHITTINGHAM HOSPITAL FACILITIES**

The agenda item requested that Members consider holding a meeting with the Chairman of the Sports & Social Club to discuss the plans for the future development of the site. An update was given in public participation and it was **noted** that the next step will be the submission of the detailed planning application.

#### **FACEBOOK PAGE**

The Clerk confirmed that the Facebook page has been set up so that Members can post articles as 'Whittingham Parish Council' rather than using their individual profile. For this to work, Members must advise the Clerk they have 'liked' the page so that their individual profile can be added to the admin page. **MIN 21/133** Members confirmed they were happy with the page and it was RESOLVED that a link will be added to the Website. In addition, the background photo will be updated to one taken by a resident which has been used in connection with the housing appeal success.

#### **NOTE NEW CORRESPONDENCE**

Members **NOTED** the following updates on current matters / new correspondence

Further to MIN 21/71, UU have acknowledged that they are still investigating the outcome of the Drainage Impact Reports for development on the Longridge boundary.

Taylor Wimpey have stated they have not received the paperwork from LCC to adopt the roads. As the speed limit can not be reduced until the road is adopted, the Clerk has requested an update from LCC.

The Lancashire Association of Local Councils will be arranging a new Councillor training session in February. Cllr Marginson and Cllr Price indicated that they would attend.

Members were reminded of the LCC Highway Conference to be held on Sat 19<sup>th</sup> March. Attendees must submit their individual registration form by the 10<sup>th</sup> March.

#### **DATE OF NEXT MEETING**

**MIN 21/134** Further to Government's announcement that they are removing the remaining domestic restrictions in England, Members RESOLVED to remove the risk assessments and Covid precautions from the website and Agenda and it was confirmed that the next ordinary Council meeting will be held on **Thursday 10<sup>th</sup> March 2022 at 7.15pm**