



WHITTINGHAM PARISH COUNCIL
Minutes of the meeting held on
Thursday 12th March 2026 at 7.15pm
in Goosnargh Village Hall – downstairs

MEMBERS PRESENT

Cllr Dave Hall - Chairman
Cllr Martin Carefoot
Cllr Barbara Clarke
Cllr Anthony Eccles
Cllr Dave Price
Cllr Michelle Woodburn

MEMBERS OF THE PUBLIC

City Cllr Steve Whittam

Mrs Julie Buttle - Parish Clerk

APOLOGIES

Apologies were received from Cllr Lauren Chattein and were noted from the Police.

APPROVAL OF THE MINUTES of the Council meeting held on 12th Feb 2026.

MIN 25/26.141 Members **RESOLVED** that the Chairman sign the Minutes as a true record.

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

There were no declarations of interest.

PUBLIC PARTICIPATION

MIN 25/26.142 Members **RESOLVED** to adjourn the meeting for public participation.

City Cllr Steve Whittam stated that discussions are still ongoing regarding the flooding / blocked gullies at Halfpenny Lane. He has referred numerous potholes to LCC however, there appears to be a delay in getting updates back via Love Clean Streets and he advised that resurfacing works have not been included in LCC's capital programme.

He is in communication with the site owners, management company, sub-contractors and the City Council to try to resolve the litter problem at the Ridings estate. The current bin is too small and isn't emptied frequently enough. The City Council have intervened and emptied it but a much bigger bin, with a lid, needs to be provided.

It was noted that the City Council are removing litter bins to replace them with bigger units. Concerns have been logged regarding the removal of bins at Tansy Road and outside the Post Office and Cllr Whittam is trying to establish if they can be replaced.

Concerns were expressed regarding the time it is taking the contractors to carry out the works at Skew Bridge with lengthy delays occurring at the temporary traffic lights.

The Clerk stated that the police had emailed an update as they were unable to attend the meeting. There were no burglaries or road traffic collisions, however, there were 3 reports of suspicious circumstances, 1 theft at the Aldi store and 1 vehicle crime on Meadowsweet Close. Residents are reminded to secure cars, doors and windows particularly with warmer weather hopefully on the way.

Cllr Woodburn mentioned a concern relating to vehicles parking on the wide junction between Goosnargh Lane and Church Lane. The Clerk will ask the police if they are away of the problem and if any action can be / has been taken.

The Clerk informed Members that the proposal to add double yellow lines to at The Willows on Goosnargh Lane has been approved by LCC's Cabinet.

When Midchapel Road / Chingle Hall Crescent was built off Goosnargh Lane, a Public Right of Way across the fields was diverted to allow safe construction of the new estate. As the estate is complete, LCC issued a consultation in Aug 2025 to formalise a new route. The Sept 2025 Minutes confirm that the Parish Council had no objections.

As stated on the Feb Minutes, a resident contacted the Parish Council stating that the proposed route was incorrectly marked on the plans. The matter was referred to LCC who are now querying the historic use of the PROW. To assist LCC with their enquiries, they have provided a map and User Evidence Form for walkers to clearly indicate the route taken.

Members agreed to assist LCC by publishing the information on the Parish Council website.

Cllr Woodburn informed Members that Seddons had repaired a fence that had led to the above resident raising concerns regarding anti-social behaviour.

PLANNING APPLICATIONS

Members were advised by email that the Swainson House Farm appeal was dismissed on the 23rd February. Cllr Price stated that he was pleased with both the outcome and the appeal process. There were no procedural issues on the day and the Inspector allowed the public to speak and ask questions, ensuring that everyone was fully involved in the process.

There were no objections to **06/2026/0171** single storey rear and two storey side extension at Fairfield, Goosnargh Lane which was considered under delegated authority.

06/2026/0080 Reserved matters application (namely layout, scale, appearance and landscaping) following outline approval 06/2021/1674 at Sand Bank Estate, Cumeragh Lane.

Members were informed that the 2021 application approved the creation of 10 new industrial units and a new dwelling in outline. Consequently, this application seeks to approve the layout, scale and design of the new dwelling.

It was noted that the application alters the orientation of the previous dwelling. It is also on a bigger footprint as it includes a new glazed extension and the addition of a new garage to the south. As the property is located on a large plot, Members had no concerns regarding the size of the dwelling, however, it was questioned if the new industrial units were going to be built.

MIN 25/26.143 As the 2021 submission was a hybrid application, Members **RESOLVED** that the Clerk question whether there were any conditions stating that the industrial units should be completed prior to the new dwelling house being built.

06/2026/0140 Outline planning application - access only – for 220 homes and a sports village on Land north of Inglewhite Road and west of Chipping Lane, Longridge.

City Cllr Whittam requested to speak on the application. He stated that the land was not identified for development in the Local Plan and he expressed concern that the developers were trying to 'soften the blow' of the development by promoting it as a 'sports village'. He also expressed concern that if the land was approved for housing, the sports aspect may not go ahead due to the costs of providing 100% affordable housing and the need to provide LCC with a £2m contribution towards education.

Members **noted** a summary of considerations provided by the Clerk under delegated authority and added additional concerns relating to

- the proximity of the development to an odour zone agreed at a recent appeal,
- whether there is a need for 100% affordable housing locally - given other developments in the area – and if there is a local need, there should be no reduction in the 100% provision
- who will finance the building for the dance / gymnastic club
- sports facilities are being provided at Whittingham Sports & Social Club and local schools
- the inaccurate statement that residents can walk to Longridge amenities in 5 – 15 mins
- the health care response that the development will increase pressure on services
- congestion and parking considerations on Longridge Town match days
- the overload on the sewage system given that UU have previously stated that they can't deny a connection to a developer

MIN 25/26.144 Members **RESOLVED** that the Clerk write an objection to the application based on the delegated comments and the points mentioned above. The objection will be added to the Parish Council website and circulated to Members before it is submitted to the planning department.

FORMER HOSPITAL SITE COMMENCEMENT

Following the approval of the Reserved Matters and discharge of planning conditions, Barratts have agreed to a day time site visit so that Members can visualise how the site will change.

MIN 25/26.145 Members **RESOLVED** that the Clerk inform Barratts that their preferred time was on a Tuesday in the morning, after Easter.

LITTER CAMPAIGN

Members **noted** that Preston City Council is hosting a celebration event on the 20th March to thank volunteer litter pickers for their work. To attend the event, the volunteers **must** register on a link which is available from the Clerk and Cllr Woodburn.

In addition, Members were informed that Keep Britain Tidy are organising a “Cleanup Campaign” from 13 - 29 March 2026. <https://www.keepbritaintidy.org>

MIN 25/26.146 As Goosnargh already has a group of volunteer litter pickers, Members **RESOLVED** not to host a specific event but will add an article to the website to encourage residents to become a registered litter picker with the City Council.

FINANCIAL STATEMENT 1st – 28th Feb 2026

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

APPROVAL OF INVOICES

MIN 25/26.147 Members **RESOLVED** to note and approve the following payments made since the February meeting.

Lengthsman Contract – February	M Cornforth	£450.00	REF 142
MIN 25/26.137 Cumeragh Drainage	A & D Drain Services	£480.00	REF 143
MIN 25/26.132c Council mobile no.	J Buttle	£9.00	REF 144
MIN 25/26.15 CIL payment	Trinity Methodist Church	£20,000	REF 145
MIN 25/26.15 CIL payment	Trinity Methodist Church	£20,986	REF 146

MIN 25/26.148 Members **RESOLVED** to approve the following payments for payment

Beacon Drive Electric Bill – 17 th Mar	E-On	£12.35
Clerk Salary to end of Mar	J Buttle	£1627.08
PAYE	HMRC	£231.29
Employer Nat Ins	HMRC	£224.57
Nest Pension	NEST	£97.65
Microsoft Office subscription Oct - Mar	J Buttle	£34.96
Jan – Mar Clerk expenses / home allowance	J Buttle	£55.65

TRANSFER FROM PUBLIC SECTOR DEPOSIT FUND TO UNITY TRUST

Members noted that CIL Income in 2025/26 totalled £22,778 and CIL expenses currently total £63,854 with additional expenses to be incurred late March / early April. Members also noted that the CCLA account needs updating to reflect the Unity Trust account signatories.

MIN 25/26.149 Members **RESOLVED** to transfer £80,000 from the CCLA Account to the Unity Trust account. **MIN 25/26.150** Members **RESOLVED** to remove Cllr Hall and Cllr Brooks from the CCLA account, replacing them with Cllr Eccles and Cllr Price.

2026/27 E-ON ELECTRICITY CONTRACT

MIN 25/26.151 Members **RESOLVED** to renew a one-year fixed rate electric contract with E-On to supply the Beacon Drive Christmas tree.

CIL BUSINESS PLAN

Members **NOTED** the following updates on pending items on the CIL Business Plan

- **Trinity Church** – £40,986 has been released to cover the first invoice.
- **Teens play area** – The City Council will seek Cabinet approval on 15th April
- **Beacon Drive memorial area & Christmas tree** – Suggestions to be sought in accordance with the marketing strategy – to be adopted.
- **Replacement play equipment** - City Council will provide 3 quotes for consideration in April / May
- **PROW Walks** – Cllr Eccles and the Lengthsman to assess the work required to bring the additional routes up to a standard where they can be promoted.

WOODLAND WALK

Members were reminded that Thomas Lister's fees to value the Woodland Walk and prepare Heads of Terms totalled £3,750 + VAT and MIN 24/25.141 confirms that Members resolved to proceed with a valuation only which at a cost of £1,750 + VAT. The land was subsequently valued at £22,500 and the CIL Business Plan confirms an invoice for the valuation has not yet been received.

Further to MIN 25/26.136 Cllr Eccles and the Clerk discussed the land value with Homes England in the hope a reduced price could be negotiated. Homes England have responded by asking if Members will consider the acquisition of the land for £22,500 – which will include HE's consultancy and legal costs. In other words, £22,500 less the £3,750 = £18,750.

Members were advised that additional legal fees may be incurred to complete the transaction and quotes are being sought for this work.

Members expressed concern that the value doesn't take into account the quoted cost of £5,868 to carry out maintenance work on the trees prior to them being transferred to the Parish Council.

MIN 25/26.152 Members **RESOLVED** that the Clerk and Cllr Eccles go back to Homes England to request that they factor in the maintenance cost as they are currently responsible for managing the risks identified.

CUMERAGH DRAINAGE / PLAY TOWER

The CIL Business Plan confirms that £20,000 was the initial estimate for the drainage and the new surface to go under the play tower and Members **noted** that the amount may need to increase further due to the increasing cost of new materials.

The new surface can't be installed due to drainage issues and under MIN 25/26.137, Members resolved to approve £480 for A & D Drains to carry out a CCTV survey – which has revealed a blockage requiring further investigation work.

MIN 25/26.153 As the drainage works need to be resolved before the new surface can be installed, Members **RESOLVED** to move the drainage work to Category 1, allocating £5,000 of the £20,000 towards rectifying the drainage issues.

ST JOHN'S CHURCH COMMUNITY PROJECT

At the Feb meeting, Members were informed that the next step is for Buttress to provide itemised costings for the options.

Cllr Price advised that discussions were continuing, however as some of the surrounding land is owned by the NHS, Homes England have less influence in helping to resolve the parking concerns.

It is understood that Buttress are still on target to provide feedback from the Feasibility Study by the 31st March.

2025/26 END OF FINANCIAL YEAR - INTERNAL AUDIT REQUIREMENTS

The Clerk confirmed that the following documents had been prepared to illustrate that the Council has reviewed the effectiveness of its financial procedures and its ongoing approach to risk, as part of the preparations for the 2025/26 audit.

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- **Internal Audit - Terms of Reference**
- **Risk Management Strategy**
- **Risk Management Register**
- **Asset Register and maintenance checklist**
- **Internal Audit Checklist**

MIN 25/26.154 Members **RESOLVED** to confirm that the Council has complied with the Internal Audit processes for 2025/26.

MIN 25/26.155 Members **RESOLVED** to appoint Sandra Wiseman as the Council's Internal Auditor.

It was **noted** that once the replacement Clerk has received training on audit procedures, Cllr Price would like to review the documents again in preparation for 2026/27.

NOTE NEW CORRESPONDENCE

Members **NOTED** that the Clerk has been in touch with Millars regarding the commencement of the grass cutting contract and will be in touch with Mr Cummings regarding when the goal posts can be erected on Goosnargh Village Green.

Temporary road closures

- Langley Lane will be closed from its junction with Barton Lane to outside of 1 Ivy Cottages on the 13/03/26 to enable overhead structure works to take place
- Ashley Lane will be closed from Ashley House to its junction with Eaves Green Lane from 08.30 16th March – 16.30 on 17th March to allow telecom pole maintenance works to be carried out.

Cllr Woodburn advised that the Village Hall carpark will be closed on the date of the next meeting due to resurfacing works. The Clerk will make a note on the agenda.

Cllr Hall stated that at a recent meeting of the United Charity, they considered a request from 1st Goosnargh Scouts regarding the purchase of land for the proposed new scout hut.

Whoever takes over as Trustee to the Charity in May will be able to update the Council further.

RECRUITMENT OF A REPLACEMENT CLERK

Although no members of the public were in attendance, it was confirmed that the public should be excluded under the Public Bodies Admission to Meetings Act 1960.

Further to MIN 25/26.132 d) Cllrs Woodburn, Carefoot and Clarke interviewed applicants for the role of Parish Clerk. They provided a brief summary of the interviews and recommended that Mr Mike Thorpe be appointed.

MIN 25/26.156 Members discussed the recommendation and **RESOLVED** to appoint Mr Thorpe subject to the completion of a 6-month probationary period.

Members also confirmed the specifics of the Employment Contract in relation to the NJC scale point and the award of increments.

MIN 25/26.157 As NALC issued a revised Employment Contract template in 2025, Members **RESOLVED** that Cllr Price complete a draft Employment Contract for consideration by Mr Thorpe before signing it at the April meeting.

The current Clerk will arrange an induction schedule to ensure the Council's documents, procedures and log in details can be transferred to Mr Thorpe prior to her Employment Contract terminating on the 9th April - however this date may be extended as resolved under MIN 25/26.132 dii)

Both Clerks will compile the 9th April agenda and will attend the April meeting, where the replacement Clerk will sign a Contract of Employment before taking the April Minutes.

In accordance with MIN 25/26.132 diii) Mrs Buttle will complete the 2025/26 end of year audit and will present the Financial Statement to the 14th May Annual Parish Meeting.

Under MIN 25/26.132 b) Members resolved that the replacement Clerk should be involved in the purchase of the new IT equipment, however, as the laptop needs setting up in advance of the induction sessions, the Clerk circulated some suggestions for consideration.

MIN 25/26.119 b) confirms that the purchase will come from the Council's reserves and to comply with Min 5.15 of the Financial Regs the cost will not exceed £2,000.

MIN 25/26.158 It was **RESOLVED** that Cllr Price would look at the suggestions prior to the Clerk making a purchase.

BANK CONTACT DETAILS

MIN 25/26.159 Members **RESOLVED** that the existing Clerk and signatories oversee the administration requirements to transfer the Unity Trust banking access to Mr Thorpe.

As Members have submitted a request to update the existing signatories on the CCLA account, the new correspondent form will not be submitted until the proposed changes have been processed by the CCLA.

DATE OF NEXT MEETING

The next meeting is scheduled to take place on the **9th April 2026** at 7.15pm in Goosnargh Village Hall. **END**