



WHITTINGHAM PARISH COUNCIL

MINUTES OF THE REMOTE MEETING

Monday 14th September 2020

MEMBERS PRESENT

Cllr Dave Hall – Chairman
Cllr Barbara Clarke
Cllr Bernard Huggon
Cllr Alex Meades
Cllr Michelle Woodburn

PUBLIC PRESENT

Lindy King - GWHG

Due to the remote nature of the meeting, the Chairman checked everyone could be seen and heard and reminded people to raise their hand when speaking and voting.

APOLOGIES FOR ABSENCE

Cllr Rigby last 'attended' a meeting in March and although she is keeping up to date through copies of the Minutes and Agenda, the legislation regarding attending meetings prior to Coronavirus still applies. **MIN 20/38** Members RESOLVED to formally approve Cllr Rigby's 'absence' in accordance with S85 of the LGA 1972.

APPROVAL OF THE MINUTES of the Parish Council Meeting held on 13th July 2020.

MIN 20/39 Members RESOLVED to approve the Minutes so they can be signed at the next face to face Council meeting in accordance with LGA 1972 Sch. 12 Part VI para 41 (1)

DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

Members were reminded of their responsibility to declare any interests in respect of matters contained in the Agenda. No interests were declared.

PUBLIC PARTICIPATION

MIN 20/40 In accordance with Standing Order 2020 (3g & h) it was RESOLVED that the meeting be adjourned for public participation.

Cllr Hall has stepped down as Trustee to the Goosnargh and Whittingham Heritage Group. He was thanked for his knowledge and enthusiasm in supporting the group. It was stated that the Group would be requesting a grant to support their activities during Covid 19.

The Clerk was asked to report an overgrown hedge at Inglewhite Road opposite the football ground.

In response to a query, the Clerk confirmed that there have been no more details regarding the Keep Britain Tidy initiative which was cancelled in March.

PLANNING POLICY CONSULTATIONS

Members noted that the Government is proposing radical changes to the planning system and has issued 3 consultations for comments. The Chairman thanked the Clerk for her efforts in preparing a summary briefing sheet which was circulated to Members with the Agenda.

MIN 20/41 Members RESOLVED to agree with the comments in the briefing sheet and proposed the following additional comments

- clarity regarding what constitutes a SME in a rural area compared to London
- penalties for developers who seek planning permission on a subsequent site before commencing an existing approval
- more weight to be given to Parish Council / residents comments.

PLANNING APPEALS

During August the Clerk informed Members that South Ribble had a decision quashed when applying the Government's Standard Formula for housing need and Chorley lost an appeal when applying the figures in the Memorandum of Understanding. It was unclear how the decisions would affect Preston's position on the 5yr supply however, the 3rd Sept Planning Committee report confirms that the City Council can still demonstrate a 5 year supply when applying both the Government's Standard Formula of **241** homes pa and the **410** homes pa specified in the joint MOU.

Notwithstanding the above, Members noted that appeals have been submitted in relation to **06/2019/0772** 47 dwellings and **06/2019/0773** 80 dwellings at Swainson House Farm; **06/2018/0884** 140 dwellings at Bushells Farm and **06/2019/0050** 45no. dwellings north of Old Rib Farm near to Belmont Pig Farm. The City Council is yet to advise the appeal number or procedures for the appeals.

MIN 20/42 it was RESOLVED that written representations will be made by the Clerk under delegated authority unless the appeals allow for public representation, in which case Members will be asked if they are available to attend.

PLANNING APPLICATIONS CONSIDERED UNDER DELEGATED AUTHORITY

Due to the time constraints of a remote meeting, the Clerk is dealing with planning matters under **delegated authority** in accordance with Standing Order 2020 (15 xiv).

MIN 20/43 Members RESOLVED to note and approve the representations for August.

Whittingham Hospital

The Parish Council has been notified that Barratts will shortly be submitting a reserved matters application to develop 240 homes at the North Lodge entrance of Whittingham Hospital. Members NOTED that the Clerk has queried whether 1 large play area or allotments would be preferable to the 3 small play areas proposed, why bus stops are only provided at the entrance and whether the path from North Lodge can be improved, in accordance with the July CIL suggestion. A detailed response was not received in time for the meeting.

CUMERAGH PLAY AREA INSPECTION

MIN 20/44 Members noted the Annual Inspection Report on the Play Area at Cumeragh Village and RESOLVED to approve the £72.00 Inspection fee. Members also noted that repairs are required to one of the balance logs and the bark pit needs topping up again.

MIN 20/45 Members RESOLVED to authorise the repairs and delegated the maintenance arrangements to the Clerk with any problems being reported back to the October meeting.

EXTERNAL AUDIT REPORT 2019 / 20

Members noted that the 2019/20 external audit has been completed with no issues raised. In accordance with the Accounts and Audit Regulations 2015 (SI 2015/234), the Notice of Conclusion of Audit and the Certified Agar have been added to the Notice Boards and Website.

MIN 20/46 Members RESOLVED to approve the 'Notice of conclusion of Audit' and approve payment of the invoice. The Clerk was thanked for her work in securing a clean audit.

WEBSITE ACCESSIBILITY STATEMENT

At the June 2020 meeting, Members were informed that in order to meet the Public Sector Bodies (Website and Mobile Applications) Accessibility Regulations 2018, the website needed to be upgraded to meet the Website Content Accessibility Guidelines (WCAG) 2.1 AA rating. Members noted that the update was completed during August.

MIN 20/47 Members RESOLVED to approve the Accessibility Statement and pay the invoice.

FINANCE STATEMENT

The Clerk emailed confirmation that the bank statements had been reconciled with the accounts for the end of July and August.

CPRE MEMBERSHIP

MIN 20/48 Members RESOLVED to renew Membership to the Campaign to Protect Rural England at a cost £36.00.

ACCOUNTS FOR PAYMENT

MIN 20/49 Members approved the following accounts already paid in accordance with Standing Order 2020 15 (xii)

DETAILS	PAYEE	AMOUNT	PAYMENT	REF
30 th July E-ON electric DD	E-ON	£12.38	DD	29
PAYE	HMRC	£134.00	CQ 1478	30
Aug salary	Mrs J Buttle	£536.24	CQ 1479	31
MIN 20/18 Marie Curie Donation	Marie Curie	£200.00	BACS	32
31 st Aug E-On electric DD	E-On	12.79	DD	33

MIN 20/50 Members RESOLVED to approve the following accounts for payment

Annual Play Inspection	Wicksteed	£72.00	BACS
External Audit Fee	PKF Littlejohn	£360.00	BACS
CPRE Membership	CPRE	£36.00	BACS
Sept salary (backdated**)	Mrs J Buttle	£624.82	BACS
Sept PAYE	HMRC	£156.00	CQ 1480
New Website Template	Easywebsites	£360.00	BACS
30 th Sept E-ON electric	E-On	£13.21	DD

Members noted the 2.75% inflationary increase to the Clerks Salary**

MIN 20/51 Members RESOLVED to confirm the calculation of the Sept salary.

UPDATE ON CIL ITEMS

MIN 20/52 Members RESOLVED to approve a quote to repair the stiles and make 2 of the Parish walks fit for purpose. Members noted the list of CIL suggestions and RESOLVED to hold a working group Zoom meeting to discuss them on the 28th Sept. A list of the suggestions to be taken forward and the likely costs, will be presented for approval at the October meeting.

BEACON DRIVE MEMORIAL SERVICE

MIN 20/53 Members noted that the Remembrance Service arrangements are unclear due to Covid 19 however, Members RESOLVED that a poppy wreath would be purchased and laid at the Beacon Drive memorial and a donation would be made to the Royal British Legion for the Church wreath under S137 of the Local Government Act as in previous years.

ORDERING OF 2020/21 CHRISTMAS TREE

MIN 20/54 Members RESOLVED to proceed with the purchase of a Christmas tree at Beacon Drive but requested that the Clerk request a bigger tree as last year's tree was considered to be too small. Members noted that more lights may be needed and this will be considered as part of the half yearly budget analysis at the October meeting.

AUTUMN EDITION OF THE PARISH NEWSLETTER

Members noted that the Newsletter is hand delivered to populated areas of the Parish only. If Members wish to post the Newsletter to other areas, financial provision must be included in the 2021/22 budget which is set in November.

Members noted the following suggested articles for inclusion in the Parish Newsletter

- Parish Councillor Lower Ward vacancy
- Details of any Remembrance Services
- feedback on the CIL suggestions following the last newsletter
- Advising residents of the latest planning situation and appeals

MIN 20/55 Members RESOLVED to add

- Confirmation that the Council is still meeting remotely
- Confirmation that the Council has received a clean audit.

Further suggestions may be emailed to the Clerk prior to the October meeting.

NOTE NEW CORRESPONDENCE

No new correspondence has been received since the issue of the Agenda.

DATE OF NEXT MEETING

The next meeting of the Parish Council will be **Monday 12th October 2020 at 7.15pm.**
The Clerk will clarify whether this can be held as a face to face meeting.