



**WHITTINGHAM PARISH COUNCIL**  
**Minutes of the meeting held on**  
**Thursday 10<sup>th</sup> NOV 2022 at 7.15pm**  
**in Goosnargh Village Hall – downstairs**

**MEMBERS PRESENT**

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

**MEMBERS OF THE PUBLIC**

2 members of Goosnargh Tennis Club.  
1 member of Goosnargh Scouts  
  
Mrs Julie Buttle – Parish Clerk

**APOLOGIES**

Apologies were recorded for Cllr Dave Price

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

**MIN 22/92** 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**

There were no declarations of interests.

**PUBLIC PARTICIPATION**

**MIN 22/93** It was **RESOLVED** that the meeting be adjourned for public participation.

Further to previous discussions regarding the Scout hut, a representative from the Scouts advised the Parish Council that they have been unable to use the scout hut since Easter as the hut is now unfit for purpose. This has meant that the 4 scout sections are temporarily meeting at different venues across the Parish, including Whitechapel.

Whilst parents have been sympathetic to the temporary alterations, they cannot continue in the longer term however, LCC have confirmed that they will not be offering a long-term lease to update the Scout hut as the land may be needed to expand Goosnargh Oliverson School.

With the above in mind, the Tennis Club and the Scouts explained that they had held discussions to see if the Tennis Club building can be extended or altered to provide a joint facility for both organisations. Suggestions ranged from a 'bubble dome' - to go over the courts to provide an indoor / outdoor facility - to an extension / replacement building. It was stated that whilst there would be some overlap on the use, both organisations felt it was a viable option and they were seeking the Parish Council's support / approval for the proposal.

In response to questions, the Tennis Club stated that they lease the land from Preston City Council, so, in addition to any planning application to alter the building, the City Council will need to approve an amendment to the lease. Cllr Marginson stated that this may affect the longevity of any proposal and he offered to forward a link to portable, modular buildings.

The Clerk suggested that the Tennis Club talk to the planning department first to establish what type of structure would be permitted, bearing in mind the Tennis Club faces a registered Village Green. Once the type of structure has been established, the City Council will be able to confirm how the proposal will affect the current lease and the Parish Council will be better placed to consider the costs involved.

Cllr Hall also suggested that both organisations look at grants from other organisations – especially the Scout Association. It was stated that as the Scouts are a vibrant group with 80 members and 30 adult volunteers, the Scout Association should do all it can to ensure its continuation.

It was confirmed that the provision of a new Scout Hut is listed as a category 2 item on the CIL business plan with no funding reserved or promised. In order to move the item to category 1 where funding is allocated, the Parish Council would need quotes for the proposal to go ahead.

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With regards to item 6b of the Agenda, the Tennis Club stated that whilst the invoice for the installation of the floodlights was £11,880, Greenway electricians, who completed the work, had recommended that the lighting columns be fitted with an isolation circuit breaker. As the Parish Council had ringfenced £12,240 to the project, it was questioned if the £360 balance could be donated towards the isolation unit.

The Clerk stated that the expense request would need to be included as a specific Agenda item supported with a quote. Once the quote has been received, the request may be added to the next Agenda for Members to consider.

It was **RESOLVED** that the meeting be reconvened.

### **CIL BUSINESS PLAN - UPDATES**

Members noted the updates in the progress column on the CIL Business plan.

**MIN 22/94** Further to MIN 22/59c, it was **RESOLVED** that the following items be moved to Category 4 on the CIL Business Plan as no correspondence has been received in the last 12 months and the items were not listed as a priority in the Parish Plan consultation.

- (Cat 2) Repairs to the cricket club pavilion
- (Cat 3) Addition of allotments
- (Cat 3) Additional burial land at St Mary's Church

Members also requested that the **provision of cycle routes** (Cat 3) should be moved to Category 4 as cycle routes will be provided under condition 9 of the planning consent and **improved bus services** (Cat 3) should be amended to reflect the S106 agreement.

It was noted that the members of the Cross Boundary Partnership Group - tasked with discussing issues such as increased traffic in Longridge, Grimsargh and Whittingham – had not met since Covid, however the Chairman requested that funding for a traffic survey remains on the CIL business plan as it may help inform any responses to further development proposals particularly on the Longridge border.

**PROW Sign board & leaflets** – Under MIN 21/35 Members resolved that the Clerk seeks quotes for an aluminium display board to be mounted on the side of the Village Green bus shelter which is owned by the Parish Council. Both walk maps are to be displayed on one sign with 500 leaflets also to be ordered. A proof of the sign board / leaflets has been produced in line with the estimated cost.

**MIN 22/95** Members **RESOLVED** to approve the proof of the sign but requested that the sign and leaflets include a statement to say the routes should be used in conjunction with an ordnance survey map. Cllr Marginson volunteered to complete the walks to check the detail before the final order is processed.

### **CIL BUSINESS PLAN – FINANCE**

**MIN 22/96** Members **RESOLVED** to note the CIL receipt of **£140,884.01** as itemised on the updated CIL Finance Sheet.

- a) **Cemetery Benches** – Members were informed that the benches had been installed however, additional bolts were required at a cost of £28.08. 3 small scratches were also noted on the benches.

**MIN 22/97** Members **RESOLVED** to pay the bench invoice of £5,600.40 and pay the contractors £28.08 for the additional bolts. With regard to the scratches, it was noted that these were cosmetic in nature and Cllr Marginson volunteered to cover them with black metal paint.

- b) **Tennis Club floodlighting** – Under MIN 22/61 Members resolved to ring fence **£12,240** towards the floodlights for the lights and provision of 10 back light shields. The Tennis Club have stated that they are satisfied with the work and Members were invited to see the lights switched on. An invoice has been received for £11,880.

**MIN 22/98** Members **RESOLVED** to transfer £11,880 to the Tennis Club to enable them to pay the Invoice a copy of which has been retained by the Clerk.

Following the information supplied during public participation, the request for the remaining £360 will be added to a future agenda once the request and quote for the isolation unit have been received in writing.

The Clerk advised that following payment of the above invoices and the deduction of the ring-fenced amount for the Village Hall Roof, the CIL amount in the Council's bank account will be in excess of **£80,000**.

**MIN 22/99** Members **RESOLVED** to transfer £75,000 to the higher interest CCLA account noting that due to the BACS limit, the payments will be made in 3 x £25,000 transactions.

### **REPLACEMENT PLAQUES**

Members noted that the brass plaque at Halfpenny Lane had tarnished and at the October meeting, it was suggested that it could be replaced with an acrylic plaque similar to the one ordered for the jubilee trees.

**MIN 22/100** Members noted that Cllr Marginson had cleaned the brass plaque, however as it will need cleaning again in the near future, Members **RESOLVED** to replace it with an acrylic plaque at an approx cost of £47. A back board and stake will not be required as these can be removed and attached from the brass plaque.

### **CUMERAGH VILLAGE PLAY AREA**

The annual inspection of Cumeragh Play area will be carried out on the 24<sup>th</sup> November.

**MIN 22/101** As the report will be received after the meeting, Members **RESOLVED** that any immediate health and safety issues should be delegated to the Clerk following consultation with the Chairman and Members by email. The inspection invoice can be paid under MIN 22/73.

### **GROUND MAINTENANCE CONTRACT REPLIES**

Further to MIN 22/79 the Grounds maintenance contract was issued to six companies, however on the day of the meeting only 2 replies had been received.

**MIN 22/102** Members noted the replies and **RESOLVED** to defer a decision to the January meeting, noting that a provisional amount had been added to the 2023/24 budget.

### **FINANCIAL STATEMENT 1st – 31<sup>st</sup> Oct 2022**

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

### **ACCOUNTS FOR PAYMENT AND RECEIPTS**

**MIN 22/103** Members **RESOLVED** to note and approve the following account already paid in accordance with Standing Order 2020 15 (xii)

Hedge Cutting at The Square	Goosnargh Tree services	£300.00	BACs
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**MIN 22/104** Members noted that the National Joint Council has agreed a flat rate payment of £1,925 on each scale point with effect from the 1<sup>st</sup> April 2022. The Clerk presented the revised pay scale to the Chairman and it was **RESOLVED** that the pay increase should be applied.

**MIN 22/105** Members **RESOLVED** to approve the following accounts for payment

Clerk Salary including 7mths back pay award	J Buttle	£885.49	BACs
Tax / National Insurance – employee	HMRC	£231.48	BACs
Employer National Ins (due to back pay)	HMRC	£49.54	BACs
Ink Cartridges – ½ cost to Woodplumpton	Woodplumpton Parish	£65.78	BACs
Poppy Wreaths MIN 22/85	Royal British Legion	£34.00	CQ 1517
Delivery of November Newsletter	J P P Media	£156.60	BACs
Play area quarterly Inspection	Nurture	£402.00	BACs

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## **CONSIDERATION OF 2023/24 BUDGET ITEMS**

At the October meeting, the following budget increases were noted by the Clerk

- Councillor Expenses due to the adoption of a Member Allowance Scheme (MIN 22/10)
- May 2023 Election costs
- Increase to fees & subscriptions - including training and electric costs
- Revised Grounds maintenance contract
- Maintenance of football pitch at Goosnargh Village Green
- Arborist Inspection of trees at Cumeragh Village (due every 3 years)

The Agenda included an explanation of the increases which produced a draft budget for 2023/24 of **£32,098**.

**MIN 22/106** Members **RESOLVED** to approve the estimated amounts, confirming that the grants and donations budget should remain at £1,500 to reflect the level of austerity being faced by community groups. Members will be required to set a Precept to cover the budget at the January meeting.

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

**MIN 22/107** Members **RESOLVED** to note and approve the delegated planning representations.

## **FEEDBACK FROM MEETINGS**

Cllr Brooks attended the Preston Area Committee meeting on school places and notes of the meeting were emailed to all on the 27<sup>th</sup> October. Members noted that a primary school site has been secured at Whittingham through the planning consent / developer contributions. Feasibility assessments on the expansion of other schools are taking place and a consultation is expected shortly.

The Clerk and Cllr Woodburn confirmed that they would be attending the Lancashire County Council Parish & Town Council conference on the 12<sup>th</sup> November.

Members were reminded that the Deputy Police Crime Commissioner will be attending the January meeting. The Chairman suggested that any questions should be circulated prior to the meeting. The Clerk was requested to make a note of existing concerns such as the absence of a police officer and the difficulties associated with a PCSO covering the whole of the rural area without transport. Members noted that difficulties are still being experienced with the SPID on Whittingham Lane and requested that the device is checked and serviced so that up-to-date data can be presented to the January meeting.

## **NOTE NEW CORRESPONDENCE**

The Clerk informed Members that Longridge Town Football Club had submitted a CIL request for flood lights. As the request was received after the Agenda had been published the Clerk has requested more information with a view to adding the item to the January meeting.

The Chairman informed Members that he would deliver a reading to the Remembrance Day Service at St Mary's Church. He will also be attending a meeting of the Goosnargh & Whittingham United Reform Charity.

## **DATE OF NEXT MEETING**

**MIN 22/108** Members **RESOLVED** that the next meeting would be on Thursday 12<sup>th</sup> Jan 2023 at 7.15pm in Goosnargh Village Hall.