



**WHITTINGHAM PARISH COUNCIL**  
**Minutes of the Meeting held on**  
**Thursday 12<sup>th</sup> Oct 2023 at 7.15pm**  
**in Goosnargh Village Hall – downstairs**

**MEMBERS PRESENT**

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

**MEMBERS OF THE PUBLIC**

M Radford (Goosnargh & Longridge Agricultural Show)  
Y Browne (North West Ambulance Service)  
2 representatives from Goosnargh Methodist Church  
2 residents from Cumeragh Lane  
1 resident from The Square  
Mrs Julie Buttle – Parish Clerk

**APOLOGIES**

There were no apologies for absence.

**APPROVAL OF MINUTES** of the Council meeting held on **14<sup>th</sup> Sept 2023**.

**MIN 23/24.90** Members **RESOLVED** that the Chairman sign the Minutes as a true record.

**TO ACCEPT DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Further to MIN 23/24.70 of the Sept meeting, Cllr Clarke updated her Member interest form to include membership of the Best Kept Village (BKV) group for the Whittingham area.

Members **noted** that Goosnargh Parish Council had deferred a decision regarding a joint Parish Council submission to the BKV competition and as a result, Cllr Clarke and Cllr Woodburn have been invited to Goosnargh Parish Council's meeting to discuss the matter on the 23<sup>rd</sup> October.

**PUBLIC PARTICIPATION**

**MIN 23/24.91** it was **RESOLVED** that the meeting be adjourned for public participation.

2 representatives explained that Goosnargh Methodist Church had expanded the Warm Space initiative and were now providing 2 course meals for older or lonely people who needed company. Currently lunches are served every other Weds, however in December, this will be extended to every week. Up to 40 people attend and any surplus meals are delivered to those who are in need and unable to attend. The representatives explained that the church kitchen isn't designed to cater for larger numbers and, in addition to future expansion plans, they would like to apply for a grant to replace the oven at an estimated cost of £2,500.

In response to questions, it was confirmed that there is a donation box for people to contribute towards the meal. It was also stated that whilst the Church has some funds, there are many other calls on their income including running costs, heating bills etc. Church members plan to do some fund-raising next year but the new oven is needed as soon as possible. Whilst the volunteers have experience in the catering trade, it was suggested that they contact Environmental Health to ensure they comply with the necessary food hygiene requirements.

The representatives were thanked for their presentation. The Clerk confirmed that as decisions relating to financial matters must be advertised in advance on the agenda, the matter would be added to the November Agenda for consideration.

A resident advised that the chevron sign has been removed from the bend at Camforth Hall Lane and Cumeragh Lane and the street lights aren't working. The Clerk confirmed that Highways have already been notified that the newly erected crash barrier isn't considered to be effective and the request to replace it will be updated to include the chevron and street lights.

Residents advised that the Parish Council had previously supplied fencing and a battery pack so that residents could erect a Christmas tree at The Square. The equipment has not been used for several years and those present, requested that a Christmas tree is put back on the Parish Council agenda.

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As stated on the agenda, Homes England have renovated the flower beds at St John's cemetery and a request has been made for the Parish Council to fund 2 plant trellises to support 8 rose bushes which have been grown and donated by a local resident.

A resident from Cumeragh Lane thanked the Parish Council for supplying the war memorial benches in the cemetery and explained the importance of the flower beds. If the trellises are purchased, it was suggested that the structures could be delivered to Vaughan's shop.

The decision to purchase the trellises is recorded under **MIN 23/24.93**.

Miranda Radford (Goosnargh & Longridge Agricultural Show) thanked the Parish Council for the £200 donation for 2023/24. She explained that as the costs to hold the Show had increased substantially, it is vitally important that each section tries to cover its own costs. She continued to explain that the Parish Council's donation relates to entries in the craft, baking and preserves section and in addition to providing the schedules, table covers and certificates the Parish Council is helping to ensure that crafts etc are passed down through the generations.

Yvette Brown addressed the Council to explain that she was a community resuscitation engagement officer working for NW Ambulance Service (NWS) who lives locally off Cumeragh Lane. Part of her role is to increase the number of defibrillator devices in local areas and to train people in their use. There are 2 devices in Whittingham (United Methodist Church and Goosnargh Village Hall) and it is hoped that a further device can be provided at Vaughan's shop on Cumeragh Lane. Whilst the device will be funded by NWS, Yvette is hoping that the Parish Council will advertise her role in the community and promote training courses so that residents become accustomed to using the devices. The decision to support the role is recorded under **MIN 23/24.101** and it was suggested that NWS approach Goosnargh Village Hall or Whittingham Sports & Social Club to host any training events.

A resident expressed concern that a local housing search shows an increase in the number of crime related incidents in the area – allegedly due to the anti-social behaviour reported at the September meeting. No new information has been received by the Parish Council and it was noted that City Cllr Stephen Whittam had sent his apologies to the meeting. However, it was stressed that the Parish Council is aware of the concerns and the agencies involved were following their internal processes and procedures to ensure that the matter is resolved.

**MIN 23/24.92** As there was no further business, the meeting was reconvened and in accordance with Standing Order 10a vi Members **RESOLVED** that item 12 relating to the CIL Business Plan funding for St John's cemetery be brought forward on the agenda.

### **CIL BUSINESS PLAN**

Members noted that there were no updates on the CIL Business plan and the next income is due at the end of October.

Further to MIN 23/24.54, the CIL Business Plan includes a request to purchase 2 structures for the renovated flower beds as detailed under public participation. The structures can be purchased online for £58.99 each which was substantially less than a local firm quoted.

**MIN 23/24.93** An abstention was noted and Members **RESOLVED** to approve the total cost of £117.98 with the purchase and delivery being delegated to the Clerk.

### **EXTERNAL AUDIT REPORT 2022/23**

**MIN 23/24.94** Members **RESOLVED** to approve the external audit report, noting that there were no matters arising and that the Public Rights Inspection period commenced on the 18<sup>th</sup> Sept.

### **FINANCIAL STATEMENT 1st – 30<sup>th</sup> Sept**

The Chairman verified that the accounts had been reconciled against the bank statements.

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

**MIN 23/24.95** Members **RESOLVED** to accept a donation of £170 from 'Goosnargh Golf Society' which will be used to fund any future repairs to the Village Green goal posts. A letter of thanks will be sent to the charity via H Rossall.

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**MIN 23/24.96** Members **RESOLVED** to approve the following accounts for payment

Sept Grounds Maintenance	Nurture	£627.00	BACS
Clerk Expenses July – Sept	J Buttle	£39.00	BACs
Clerk Salary Oct	J Buttle	£602.36	BACs
PAYE	HMRC	£150.40	BACs

### **HALF YEARLY BUDGET ANALYSIS Apr 23 – Sept 23**

Members **NOTED** that further to MIN 23/24.67 the Clerk's salary will increase in January and there is an outstanding action to inspect the condition of the trees at Cumeragh village.

**MIN 23/24.97** Members **RESOLVED** to approve the half year budget analysis which included a summary of the allocated budget, expenditure to date, the remaining budget and future committed expenditure.

**MIN 23/24.98** As the 2023 elections were uncontested, Members **RESOLVED** to vire the £300 balance to the audit fees which were higher than expected due to increased CIL income.

### **ORDERING OF POPPY WREATHS**

**MIN 23/24.99** Under S137 of the Local Government Act 1972, Members **RESOLVED** to approve a £40 donation towards 2 poppy wreaths for Remembrance Day.

### **ORDERING OF 2023 CHRISTMAS TREE**

**MIN 23/24.100** Members **RESOLVED** to approve a quote of £495.00 + VAT for Nurture to erect, dress and remove a 15' Christmas Tree at Beacon Drive.

When confirming the quote, the Clerk was requested to inform Nurture that they must not drive on the memorial paving stones or they will need to repair any damage caused.

### **CONSIDERATION OF 2024/25 BUDGET ITEMS**

Members **NOTED** that the November meeting will primarily focus on the 2024/25 budget requirements and the Clerk was requested to include the following items

- Changes to the Clerk's salary
- Provision of office equipment including new software
- Increase to Councillor expenses
- Increase to fees & subscriptions - including Audit, Ins & website
- Renewal of the grounds maintenance contract & play area inspections
- Ongoing maintenance of Goosnargh Village Green football pitch
- Suggested donation of £500 to the Best Kept Village group
- St John's Church CAD drawings and admin set up costs

### **PARISH PLAN**

**Theme 3 - Community Services** – During public participation, Yvette Brown outlined her work as a community resuscitation engagement officer.

**MIN 23/24.101** Members **RESOLVED** to support her work by promoting the role and the First Responder scheme in the Parish newsletter and advertising any training events on the website and Facebook page. NWAS will be requested to provide a logo and wording for the article.

### **ST JOHN'S CHURCH COMMUNITY PROJECT**

On the 5<sup>th</sup> October, Members met with representatives of a group renovating Emmanuel Church in Plungington to discuss how the Parish Council can progress plans to bring St John's Church back into use and draw on the groups experiences. Following the meeting Cllr Price drafted

- A concept document for the project.
- An outline roadmap for the work involved.

On the 10<sup>th</sup> October Members also met with the Chief Executive of Safe Regeneration a company that supports communities across the north-west to develop their own projects, using local assets, to create social value through building homes, business and neighbourhoods.

**MIN 23/24.102** Members **RESOLVED** to approve the concept document and the outline roadmap with a view to

- Having a positive conversation with Homes England to secure their support for the proposed project and transfer ownership of the property at some point.
- Organising and setting up a Community Interest Company
- Raising funds for a proper feasibility study to inform the next phase (or a stop decision).

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

**MIN 23/24.103** Members **RESOLVED** to approve the delegated representations for October.

Further to the public consultation event regarding a 14-bed inpatient unit for acute mental health patients with learning difficulties south of Guild Park, Members **NOTED** that the Clerk has requested that the NHS attend a future meeting to explain the proposal once they are ready to submit the planning application.

#### **AUTUMN EDITION OF THE PARISH NEWSLETTER**

Members **NOTED** that the Parish Newsletter needs to be printed towards the end of October so that it can be delivered in time to advertise the arrangements for Remembrance Sunday.

Members suggested that the following articles be included.

- Completion of the Longridge FC Floodlights
- Thanks for the football pitch donation and a plea not to swing on the goal posts
- An appeal for residents with professional skills to get involved with St John's Church which Cllr Price offered to assist with
- An article to promote the new defib device / training and involvement in the First Responder scheme

**MIN 23/24.104** In view of the timescales, Members **RESOLVED** that the final draft may be approved by email.

#### **PAISH & TOWN COUNCIL CONFERENCES**

Members **NOTED** that Lancashire County Council will be hosting the Lancashire Parish and Town Council Conference on Saturday 4<sup>th</sup> November 2023 at County Hall, Preston. The conference will be followed by the Lancashire Association of Local Council's (LALC) AGM.

Members **NOTED** that the Local Plan will be discussed at the Preston Area Committee meeting on the 8<sup>th</sup> November. Once received, the agenda and any supporting information will be circulated by the Clerk.

#### **NOTE NEW CORRESPONDENCE**

As stated under public participation, LCC have already been asked to comment on the effectiveness of the crash barriers on the Camforth Hall Lane / Cumeragh Lane bend.

As advised by email on the 21<sup>st</sup> Sept, LCC have launched a survey on proposed cycling and walking routes. The information was included on the website and Facebook page. The survey will be live until the 24<sup>th</sup> October and can be accessed at

<http://www.lancashire.gov.uk/activetravel>

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

Thursday 9<sup>th</sup> Nov 2023 in Goosnargh Village Hall at 7.15pm.

**END**

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