



WHITTINGHAM PARISH COUNCIL
Minutes of the meeting held on
Thursday 13th July 2023 at 7.15pm
in Goosnargh Village Hall – downstairs

MEMBERS PRESENT

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

MEMBERS OF THE PUBLIC

Mrs Julie Buttle – Parish Clerk

APOLOGIES

Apologies were received from Cllr Martin Carefoot and City Councillor Stephen Whittam.

APPROVAL OF MINUTES of the Council meeting held on **8th June 2023**.

MIN 23/24.42 Members RESOLVED that the Chairman sign the Minutes as a true record.

TO ACCEPT DECLARATIONS OF INTERESTS

There were no declarations of interests.

PUBLIC PARTICIPATION

MIN 23/24.43 it was RESOLVED that the meeting be adjourned for public participation.

Further to previous discussions to enter the Best Kept Village competition, Cllr Woodburn stated that she and Cllr Clarke had met with residents with a view to setting up a community group to improve and tidy areas up so that an application can be submitted next year. It was confirmed that the group will be independent of the Parish Council. As advised at the February Council meeting, it was noted that the group will need to set up a business / community bank account before approaching the Parish Council for any donations.

Cllr Marginson expressed a view that the group should include Higher Whittingham and other areas of the Parish, in any submissions / improvements. The Clerk also stated that the group must make sure that they have the consent of any land owners before they make any improvements or alterations. It was noted that Cllr Landless had added hanging baskets to the Parish Council bus shelters. The Clerk will update the relevant risk assessments.

The Clerk advised that City Cllr Whittam had been corresponding with a resident who is concerned about **06/2021/1396** a planning application for 9 dwellings off Whittingham Road, Longridge. The Parish Council objected to the application but it was approved. Planning enforcement have attended the site twice in relation to the resident's concerns, however they are proposing no further action as they consider it to be a civil matter in relation to the boundary.

FINANCIAL STATEMENT 1st – 30th June 2023

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

REVIEW OF 1st QUARTER ACCOUNTS

Members considered the accounts for the first quarter.

With regards to the Council's running costs, it was noted that the budget for the website has been exceeded due to the addition of email addresses. This will be offset from the savings in the election budget as neither ward was contested in the May elections.

Members noted that the annual CIL interest, predicted at £2,000 has been exceeded in the first quarter. It was also noted that the repairs to the swing and roundabout in Cumeragh Play area were an unbudgeted expense.

MIN 23/24.44 Members RESOLVED to use CIL interest to fund the repairs to the equipment.

MIN 23/24.45 Members RESOLVED that the quarterly accounts be approved and signed by the Chairman.

OPEN SPACES & CPRE

MIN 23/24.46 Members RESOLVED to renew the Membership to The Open Spaces Society at a cost of £45 as they can help with information relating to the use of Goosnargh Village Green.

MIN 23/24.47 Members noted the additional fee options but RESOLVED to renew the basic Membership to the CPRE at a cost of £36 so that they can be approached to support the Parish Council in relation to planning applications.

ACCOUNTS FOR PAYMENT AND RECEIPTS

MIN 23/24.48 Members RESOLVED to note and approve the following invoices already paid in accordance with Standing Order 2023 15 (xii)

DETAILS	PAYEE	AMOUNT	REF
MIN 23/24.36 Kiosk panels	X2 Connect	£88.20	Ref 24
April & May Maintenance 2 x £627.00	Nurture	£1254.00	Ref 25
MIN 23/24.29 Fidelity Guarantee	BHIB	£115.70**	Ref 26
Electric Bill	E-On	£18.23	Ref 27
MIN 23/24.09 Website Email boxes	Easy websites	£52.80	DD
MIN 23/24.19 Agricultural Show	GWAS	£200.00	Ref 28

**As the Clerk paid the invoice prior to the end of June, there will be a refund of £2.67.

MIN 23/24.49 Members RESOLVED to approve the following invoices for payment

DETAILS	PAYEE	AMOUNT	METHOD
Clerk Salary July	J Buttle	£602.36	BACs
Tax / National Insurance	HMRC	£150.40	BACs
June Maintenance	Nurture	£627.00	BACs
Electric Bill	E-On	£17.64	DD
Clerk Admins expenses*	J Buttle	£59.70	BACs

*It was noted that the Clerk only claims mileage in relation to trips within the Parish boundary.

MIN 23/24.50 Following a question by a Councillor, it was RESOLVED that this was correct and mileage from home, to and from the place of work should not be claimed.

PRESTON CITY COUNCIL DOG CONTROL ORDERS

Members noted that the City Council issued a consultation on whether to renew 4 Dog Control Public Space Protection Orders.

Members stated that they were supportive of the City Council renewing the Orders as they provide the legislative powers for the City Council to take action relating to the offences, however whilst it is an offence for a person not to pick up after dog fouling, the message still doesn't seem to get through to some dog owners. Members would also like the Dogs on Leads Order extended to include Registered Village Greens.

MIN 23/24.51 Members RESOLVED to request more notices on lampposts etc to remind dog owners to pick up after their pets and request that Goosnargh Village Green and Cumeragh Village Green be specifically mentioned in the Orders. The Clerk will also make enquiries to see if the City Council will allow dog bag dispensers to be erected on Goosnargh Village Green.

COMPLAINTS – POLICY REVIEW

Members considered minor changes to the Complaint Policy.

- 1) to include referring a complaint to the City Council Monitoring Officer and
- 2) to update the contact information to include the City Council website.

For consistency, the document will also be referred to as a Complaint Policy.

MIN 23/24.52 Members RESOLVED to approve the Complaints Policy with the above changes.

CIL BUSINESS PLAN

Members NOTED the updated copy of the CIL Business Plan which states work is due to start on the Longridge Town FC floodlights w/c 24th July.

MIN 23/24.53 Members RESOLVED to pay the £4,740 invoice for the flagstone repairs at the Beacon Drive Memorial.

St John's Cemetery planting request

Members noted that residents wished to plant roses and flowers in St John's cemetery, which would grow up 2 x 8ft pyramidal structures. A water supply was also requested.

Homes England replied that a water supply or butt was not possible but they will obtain quotes to clear out 2 raised beds and fill them with soil ready for planting providing the Parish Council pays for the work. Members noted that the planting may be removed if the cemetery area is transferred away from Homes England's ownership in the future.

MIN 23/24.54 Members RESOLVED to add the item to category 2 of the Business Plan where further information is required but funding is not reserved or promised.

Football pitch

Members noted that the Licence for the football pitch had been received and the pitch area had been roped off and mown ready for the preparatory works which were carried out on the 12th July in accordance with MIN 23/24.40.

MIN 23/24.55 Members RESOLVED to include an advert in the Newsletter advertising the company who generously donated the preparatory materials.

MIN 23/24.56 Members RESOLVED to pay the £570 invoice for the drainage and weedkiller application and noted that sand may need to be added prior to the first cuts in Spring 2024.

MIN 23/24.57 Members RESOLVED to approve 2 additional invoices £27.65 for wooden pegs and £359.90 for the goal posts.

Members noted a quote for £120 + VAT to mow the grass weekly until the end of September (approx. 11 weeks) by which time the grass will need less mowing. Routine maintenance is not a CIL expense and it was confirmed that £4,200 has been allocated in the 2023/24 budget.

MIN 23/24.58 Members RESOLVED to approve the quote and noted that Cllr Marginson will liaise with the contractor to reassess and adjust the frequency of the cutting if necessary.

At the end of September, Members will need to seek 3 quotes for the ongoing maintenance of the pitch in accordance with the Council's Financial Regulations.

PARISH PLAN

Following the adoption of the Parish Plan, Members NOTED that July has seen progress on several themes.

Environment - The Newsletter includes an article on dog control orders, how to report fouling and how to lobby City Cllrs for new bins.

Recreation – The Newsletter includes an article about the football pitch but as it is already in use and as it is an informal facility, Members did not feel it was necessary to hold an 'opening event'.

Community & Services – Information has been requested for the bicycle marking event. Cllr Price thanked Members for the WhitWhat information which he is now collating.

Education – a reply was issued to the consultation on the proposed new primary school.

Transport – contact has been made with LCC regarding the Green Travel Plan and further information has been requested under the Freedom of information Act.

Speeding issues – The speed gun has been used in the layby at Halfpenny Lane and on Whittingham Lane. Additional dates have been requested and the Newsletter includes information to help residents volunteer for the Community Road Watch scheme.

It was noted that Grimsargh Parish Council have arranged for a Speed Indicator Device to be erected temporarily for a week so that they can analyse the data to establish if a permanent SPID is needed, however the SPID must be attached to an existing SPID bracket.

Cllr Price suggested that Goosnargh Lane and Langley Lane are areas of concern, however it was unclear if SPID brackets are in these areas or any other locations.

MIN 23/24.59 It was RESOLVED that the Clerk will check if there is a record of the SPID bracket locations; establish the boundary of the 20MPH zone in the village and check if speed restrictions will be added to Goosnargh Lane, in addition to the traffic calming measures proposed as part of the Swainson Farm application. The information will be presented to the September meeting so that a decision can be taken on whether to erect temporary SPIDS.

Housing – Following a refusal for a barn conversion in the open countryside, the Officers report was checked for points to assist with other objections. The City Council committee responsible for the production of the Local Plan met on the 20th June but the report is restricted. The Clerk has asked for a progress report as the second consultation is expected in summer 2023.

ST JOHN'S CHURCH COMMUNITY PROJECT

Members met as a working group to discuss the future use of St John's Church on the 22nd June and expressed their thanks to Jill Cowgill, who is a Whittingham resident who works for NW Design Collective, a conservation architect company based in Preston. It was noted that Jill is prepared to give advice to the Council in a community capacity to get the project established.

Notes of the meeting were circulated and the Clerk has since contacted Homes England to establish the current state of the building. Cllr Price will also look through the Purcell report which Jill will share with the Parish Council.

MIN 23/24.60 It was RESOLVED that the matter be added to the September meeting so that Members can consider Homes England's reply and the reports Jill will forward to Cllr Price.

BIODIVERSITY - LOCAL DELIVERY GRANT SCHEME 2022/23.

MIN 23/24.61 It was RESOLVED to add an article in the Newsletter to seek ideas regarding how the £300 bio-diversity grant can be spent. Cllr Marginson advised that some stiles need repairing on the PROWs. The exact location must be established so that the fault can be reported to LCC.

SUMMER NEWSLETTER

MIN 23/24.62 Members RESOLVED to approve the draft of the Parish Newsletter. Items drawing matters to the attention of residents will be highlighted in red.

Cllr Price proposed that Standing Order 3x be suspended to allow the meeting to continue beyond the 2hr limit. The proposal was accepted by all Members.

PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

MIN 23/24.63 Members RESOLVED to approve the delegated planning comments for July.

Members noted that the application to extend the use of the tennis courts lights was refused and a copy of the officer's report was circulated to Members. Members stated that the decision appears to have been heavily weighted towards the environmental health comments in relation to the 2013 appeal. In addition, no reference was made to the fact the lights had been replaced and backlights added.

MIN 23/24.64 Members RESOLVED to query the points with the planning officer.

The Clerk advised that a planning application for the combined Scout and Tennis Club building had been received after the agenda had been published. As the application did not fall within the Clerk's delegated responsibility to process 'routine' applications in between meetings, it was proposed that Members discuss the application, so that the Clerk has a 'framework' on which to base the Parish Council's comments.

MIN 23/24.65 Based on the publication of the Parish Plan, Members RESOLVED to support the application as it was considered to be a community asset which would help to preserve the scout group whilst enhancing the facilities of the Tennis Club. Given the amount of new development in the area, it was agreed that there was a need to provide a variety of local venues and facilities to improve the health and well-being of local youngsters and reduce the need to travel to other venues which affects the carbon footprint and increases traffic movements.

NOTE NEW CORRESPONDENCE

No new correspondence had been received.

REVIEW OF THE CLERK'S ROLE

MIN 23/24.66 As agenda item 18 related to an employment contract, although no members of the public were in attendance, it was RESOLVED that the public should be excluded under the Public Bodies Admission to Meetings Act 1960 and the supporting documentation, be treated as confidential items.

The Clerk left the meeting at this point and Councillors discussed a report and supporting papers, prepared and presented by Councillor Price.

MIN 23/24.67 The proposed employment changes were unanimously approved and it was RESOLVED that they will take effect from 01/01/2024.

DATE OF NEXT MEETING

Thursday 14th Sept 2023 at 7.15pm in Goosnargh Village Hall.

END