



WHITTINGHAM PARISH COUNCIL

Minutes of the Council meeting held on Thursday 8th Feb 2024 at 7.15pm in Goosnargh Village Hall – downstairs

MEMBERS PRESENT

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

MEMBERS OF THE PUBLIC

City Cllr Stephen Whittam
2 members of Goosnargh Methodist Church

Mrs Julie Buttle – Parish Clerk

On behalf of the Parish Council, the Chairman expressed condolences on the very sad death of serving Councillor Eddie Marginson. A minute's silence followed.

The Clerk will inform the City Council of the vacancy which will be displayed on the Parish Council notice boards.

APOLOGIES

An apology was noted from County Cllr Sue Whittam.

APPROVAL OF MINUTES of the Council meeting held on **11th Jan 2024**.

MIN 23/24.137 Members **RESOLVED** that the Chairman sign the Minutes as a true record.

TO ACCEPT DECLARATIONS OF INTERESTS

Cllr Clarke and Cllr Woodburn declared a pecuniary interest in the Best Kept Village Association's request for funds as they are both members of the group.

Cllr Brooks updated his Member Interest Form to include an appointment to Heylo Housing's Customer Panel, which scrutinises Heylo's policies and strategic housing proposals.

There were no other declarations in relation to items on the agenda.

PUBLIC PARTICIPATION

MIN 23/24.138 It was **RESOLVED** that the meeting be adjourned for public participation.,

City Cllr Stephen Whittam advised that a petition was circulating regarding a planning application for a 40m telecommunication mast on Beacon Fell. Cllr Whittam stated he will be objecting to the mast as it will affect an Area of Outstanding Natural Beauty. The Clerk confirmed that Goosnargh Parish Council would be responding to the planning application.

Cllr Whittam stated that farm and construction plant theft was increasing in the rural areas. As the police have not attended a recent meeting the Clerk will ask them for any updates.

He also stated that the police were aware of an antisocial behaviour incident at Rogerson Gardens however, on the whole the situation has improved and is no worse than other areas such as Higher Bartle and Longridge. His understanding is that developers are requesting a change in policy so that affordable homes are no longer 'pepper potted' around an estate. Whilst this was noted, Members stated that they remain concerned that families from outside the area can be allocated affordable housing when priority should be given to local residents.

Goosnargh Trinity Methodist Church presented plans to extend their kitchen area and add a small meeting room for 8 – 10 people which can be hired separately as it is independent from the church area. The proposals will go through the formal planning process. If approved, they hope to use local builders and are aiming to raise money through grants and local funding. The Clerk reminded them to apply through Lancashire County Council's Crowd Fund Scheme and will resend the contact details.

In response to a question regarding the City Council budget, Cllr Whittam confirmed that finances were still tight and the number of staff vacancies was still an issue.

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Cllr Woodburn advised that the litter pickers need more bin bags. It was stated that the litter needs to be placed in purple bags supplied by the City Council so that the bags are not mistaken for fly-tipping. Cllr Woodburn will inform the litter picking group who will contact City Cllr Whittam if they experience any problems.

A concern was raised regarding a site off Inglewhite Road, near Clay Lane, where a hedge was removed in connection with a planning application. There was some confusion regarding whether the application was approved or not but it was stated that the site looks a mess. The Clerk will check the situation with the planning officer and if necessary, will ask the enforcement officer to request that the site is improved and the hedge replanted.

As there were no other points raised, the meeting was reconvened.

FOOTBALL PITCH MAINTENANCE

All of the contractors associated with maintaining, marking and mowing the football pitch last year have agreed to continue the service during 2024/25.

MIN 23/24.139 Members **RESOLVED** that they would like the pitch operational w/c 25th March in time for Easter. The Clerk will continue to liaise with the contractors and will establish where the goal posts are being stored.

GROUNDS MAINTENANCE CONTRACT

Members noted that the grounds maintenance contract was awarded to Nurture in January 2023 with a rolling option to renew at the end of the term. Whilst there have been no complaints regarding the grass cutting service, the Clerk has had to chase paperwork and photographs relating to the play inspections and shrubbery maintenance.

MIN 23/24.140 Members **RESOLVED** to roll the contract over for 2024/25 however additional tasks and paperwork for the playground inspections will be carefully monitored.

CIL FINANCE PLAN

Members **noted** the 2023/24 CIL Finance Report confirming that the funds were paid for the Church Cooker. The £200 transfer to the CVRA for the planters is still pending due to a problem with their bank account and the retention fee for the Village Hall roof has not been requested.

A full finance report listing all income and expenditure to date, will be circulated in March in accordance with MIN 22/59a.

Members **noted** that the Clerk met with City Council officers on the 19th January to discuss the administration of CIL monies. Following the meeting, the City Council confirmed that they will notify the Parish Council when CIL Demand Notices are issued. This should make it easier to predict CIL income. The Clerk is currently cross-referencing planning applications with historic Demand Notices to create a spreadsheet of predicted CIL income.

CIL BUSINESS PLAN

Members considered the CIL Business Plan which provides an update on ongoing CIL projects.

MIN 23/24.141 As there has been no progress or demand for the proposed cycle racks at the Stags Head, Members **RESOLVED** to remove the item from the CIL Business Plan.

The Clerk attended a Mapping Nature and Communities roadshow on the 29th January which sought to identify a) how access to nature can be increased in various environments and b) the opportunities and challenges organisations face in achieving the increase e.g. agreement of landowners and long-term maintenance. The event provided some good opportunities and the Clerk has approached new contacts to design the PROW maps and leaflets.

Members were reminded that in addition to the £500 grant for the upkeep of PROWs, the Council applied for a £300 biodiversity grant for work with communities to provide nest boxes, bird feeders, hedgehog houses, bat boxes, plant wildflowers etc. The scheme was advertised in the summer 2023 Newsletter but no ideas have come forward.

Agenda item 13 informed Members of a scheme where Parish Councils may purchase hedgehog shaped fence surrounds, to give to residents, which allow hedgehogs to pass through residential fences.

MIN 23/24.142 Members **RESOLVED** to contact Homes England to see if they could support any bio-diversity projects in and around the former hospital grounds. In addition, the Clerk was requested to add the hedgehog surrounds to the spring newsletter to ascertain the level of interest from residents.

FINANCIAL STATEMENT 1st – 31st Jan 2024

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

ACCOUNTS FOR PAYMENT AND RECEIPTS

MIN 23/24.143 Subject to a decision relating to agenda item 16, Members **RESOLVED** to approve the following accounts for payment

Clerk Salary Feb (24hrs)	J Buttle	£1313.97	BACs
PAYE	HMRC	£420.51	BACs
Employer Nat Ins	HMRC	£141.74	BACs
Nest Pension	NEST	£88.55	DD
January 2024 Maintenance	Nurture	£627.00	BACs
Electric supply Beacon Drive	E-ON	£18.23	DD

CUMERAGH VILLAGE TREE INSPECTION

Members noted that the 2023/24 budget includes provision for the Parish Council owned trees to be inspected and maintained at Cumeragh Village. The Clerk has met a tree contractor on site who is prepared to inspect the trees at a cost of £360 + VAT.

MIN 23/24.144 Members **RESOLVED** to approve the inspection costs and noted that a full report of the findings will be presented to Council to assess any pruning or maintenance costs.

BEST KEPT VILLAGE COMPETITION (BKV)

Paperwork has been received for the 2024 Best Kept Village competition. Members were reminded that they had expressed a desire to submit an entry for Goosnargh Village jointly with Goosnargh Parish Council. A BKV group met on the **1st of Feb** to discuss an action plan of what needs doing. Following the meeting, Whittingham and Goosnargh Parishes have been asked to donate £250 each towards materials, plants etc.

MIN 23/24.145 Members **RESOLVED** to approve a donation of £250 noting that the closing date for entries to the competition is the 30th March.

As the donation will come from the grants and donations budget, the Clerk queried if a Christmas tree was purchased for Cumeragh Village in accordance with MIN 23/24.109. Cllr Carefoot confirmed that was the case and he would pass the invoice to the Clerk.

ST JOHN'S CHURCH COMMUNITY PROJECT

Under MIN 23/24.117 of the November meeting Members resolved that the Clerk send the St John Concept plan and summary of the Homes England conversation to Brian at Safe Regeneration. Brian has advised that he visited the site with the development director and agrees the building has the potential to be a great community/retail/leisure facility.

MIN 23/24.146 Members **RESOLVED** to hold a working group meeting with Safe Regeneration on Tuesday 20th February to discuss the next steps. The Clerk will email everyone concerned.

PARISH PLAN – CULTURE, COMMUNITY AND SERVICES - Theme 3

Members were forwarded a leaflet regarding an Emergency Radio Area Link (ERAL) which allows responders and authorised partners to communicate with each other during an emergency via a common radio network. ERAL is the preferred backup communication when normal communication modes are disrupted e.g. loss of power or mobile phone systems.

MIN 23/24.147 Members **RESOLVED** to invite a representative from ERAL to the March meeting to establish more details, including costs to support the project.

PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

MIN 23/24.148 Members **RESOLVED** to note and approve the delegated representations for February.

As stated during public participation, an application for a 40m telecommunications mast has been received by Goosnargh Parish Council. A reply has been issued based on the updated National Planning Policy Framework. A summary of the updated Dec 2023 updated NPPF was emailed to Members on the 6th Feb. Members **noted** that the City Council has been asked to comment on any implications for the 5 year housing supply.

ARCHBISHOP TEMPLE EXPANSION

Lancashire County Council have issued a consultation to permanently expand Archbishop Temple Church of England High School. The proposal will gradually increase the number of places from 775 to 1050. The letter states this would be enabled by internal remodelling within the existing building and additional build on the school site.

MIN 23/24.149 Members **RESOLVED** to note that this is one of several proposed school expansions to accommodate an increase in children living in the new housing estates. It was stated that the building is of a unique design and it is hoped that the additional build will not be a portacabin and that transport will be provided for pupils living in the rural catchment areas.

NOTE NEW CORRESPONDENCE

The Clerk informed Members that a resident had reported a damaged footbridge at Caraway Green on FP 0605007. The Clerk has referred the concern to LCC and it has been logged as PRW-149808.

The Council has been invited to enter a ballot for the Chairman to attend the King's Garden Party at Buckingham Palace. Cllr Hall completed the ballot form which will be submitted to LALC by the Clerk.

The following matter related to the terms, conditions and signing of an Employment Contract. Although no members of the public were present at this point, the matter was considered in private in accordance with the Public Bodies Admissions to Meetings Act 1960.

REVISED HOURS AND SIGNING OF THE CLERK'S REVISED EMPLOYMENT CONTRACT

Cllr Price circulated a paper explaining an error regarding the Clerk's hours which were due to be increased from January 2024. Members were informed that the full increase had not been applied when calculating the January salary or the 2024/25 budget.

MIN 23/24.150 Members **RESOLVED** to confirm MIN 23/24.67 which increased the Clerk's hours and **RESOLVED** to amend the 2024/25 budget (approved under MIN 23/24.114) to **£44,360**. For clarity, the Precept will remain at £29,345 with the shortfall between the previous and amended budget coming from the Council's reserves.

Members noted that NALC / SLCC issued an updated Employment Contract in Dec 2023.

MIN 23/24.151 As the Clerk's contract needs updating to reflect the increase in hours, Members **RESOLVED** that the Chairman and Clerk sign the new Employment Contract based on the Dec 2023 model version issued by NALC / SLCC.

DATE OF NEXT MEETING

Thursday 14th March 2024 at 7.15pm in Goosnargh Village Hall.

END

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