



**WHITTINGHAM PARISH COUNCIL**  
**Minutes of the meeting held on**  
**Thursday 9<sup>th</sup> March 2023 at 7.15pm**  
**in Goosnargh Village Hall – downstairs**

**MEMBERS PRESENT**

Cllr Dave Hall - Chairman  
Cllr Barbara Clarke  
Cllr Bernard Huggon  
Cllr Eddie Marginson  
Cllr Dave Price.  
Cllr Michelle Woodburn

**MEMBERS OF THE PUBLIC**

1 resident from Cumeragh Village  
City Cllr Stephen Whittam  
Mrs Julie Buttle – Parish Clerk

**APOLOGIES**

Apologies were recorded for Cllr Tony Brooks.

**APPROVAL OF MINUTES** of the meeting held on **9th Feb 2023**.

**MIN 22/142** it was **RESOLVED** that the Chairman sign the Minutes as a true record.

**TO ACCEPT DECLARATIONS OF INTERESTS**

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

**PUBLIC PARTICIPATION**

**MIN 22/143** it was **RESOLVED** that the meeting be adjourned for public participation.

Trish Parker from the Cumeragh Village Residents Association confirmed that the CVRA would repair the existing rectangular planters which they provided, however as the circular planters were provided by the Parish Council, it was felt that the Parish Council should replace them.

Details regarding the circular planters are detailed under **MIN 22/147**.

In response to questions from Cllr Stephen Whittam, the Clerk confirmed that a reply was submitted to the Core Strategy consultation as detailed under MIN 22/128 of the January meeting. The Clerk also confirmed that the Parish Council had followed up on the presentation from Andy Pratt and Chief Inspector Sue Bushell will be invited to the April meeting.

Cllr Marginson confirmed that the City Council estates section had been in touch regarding the licence for the football pitch and are now working on the Heads of Terms. As the paperwork needs to go to their legal department, the turnround is expected to be 6-8 weeks, which means the pitch could be in place for the summer.

Cllr Woodburn queried an email which referred to an extension to a house on the boundary of Cumeragh Village Green. Concern was expressed that the new wall encroached on to the Village Green. The Clerk visited the site prior to the meeting and took some photographs. The wall appears to be an extension to an existing boundary wall and if an encroachment has occurred, it will be minor and will not affect the use of the Village Green.

Cllr Woodburn reported that the see-saw in Goosnargh play area was in poor condition. The Clerk and Cllr Whittam confirmed they would report it to Preston City Council.

A public notice has been erected to advise people that part of a footpath will be diverted near Chingle Hall. The Clerk confirmed that the farm have secured planning permission for a new milking parlour which extends over the footpath. Consequently, the diversion is required to allow people to walk past the new building.

**CIL BUSINESS PLAN – UPDATES AND ADDITIONS**

Members **noted** an update on the CIL Business Plan which included the need to add a more detailed description to assist walkers using the improved PROWs. The Clerk will liaise with Shelly signs regarding the new requirement.

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## CIL BUSINESS PLAN – FINANCE

a) **Longridge Town FC** - presented a report to the January meeting regarding a CIL request for replacement floodlights. Under MIN 22/112 Members resolved to add the matter to category two of the CIL business plan where further information is required.

**MIN 22/144** Members **RESOLVED** to move the item to category one of the CIL business Plan as acceptable quotes had been received. Based on the highest quote, a capped amount of £50,731 will be ringfenced towards the project.

Contractors will now be approached for their 'best and final offer' which may be less than the ringfenced amount. Once the installation is complete, the invoice will be requested before any amount is transferred to Longridge Town FC, who will be responsible for paying the contractor.

Members noted that the covering email dated the 8<sup>th</sup> February confirms that the Club will work with the Parish Council to support youngsters using the proposed pitch on Goosnargh Village Green. Once the lights are erected, Members requested that the Club publicises that the lights were supplied by Whittingham Parish Council. As occurred with the Village Hall, Cllr Marginson volunteered to liaise with the contractor and the football club to ensure the works proceed as intended.

b) **Village Hall roofing costs** – Under MIN 22/35 of the June 2022 meeting Members resolved to ring fence a capped amount of **£120,692** CIL funding for the Village Hall roof. Cllr Marginson confirmed that the final account has been agreed as **£117,847.20** - less a 2.5% retention amount (£2,946.17) to be paid in August. Under MIN 22/60 of the Sept 2022 meeting, it was resolved that the payment would be released as soon as the invoices were received.

Consequently, the Clerk has transferred 4 payments of £25,000 to the Village Hall account.

**MIN 22/145** Members **RESOLVED** to approve the remaining transfer of £14,901.02 and thanked Cllr Marginson for liaising with the Village Hall and the contractors.

## CUMERAGH VILLAGE PLAY AREA

Further to MIN 22/137 of the January meeting, Playdale have confirmed that repairs are required to the swing and roundabout at a cost of **£1,626.02 + VAT**.

**MIN 22/146** Members **RESOLVED** to approve the amount as the repairs relate to a health and safety issue. The Clerk will request a reduction of £180 in relation to the call out fee and will also establish the life expectancy of the equipment.

As stated under public participation, the circular, wooden planters were provided by the Parish Council and Cumeragh Village Residents Association have requested that they be replaced. They expressed concern that smaller tubs require frequent watering and they requested a raised bed similar to the Woodblox rectangular beds previously installed.

**MIN 22/147** As the beds would cost approx. £350 for each corner, it was **RESOLVED** that the CVRA consider some alternative versions and provide some match funding to be considered at the April meeting before the tubs are removed.

## FINANCIAL STATEMENT 1st – 28<sup>th</sup> Feb 2023

Members noted that £1,168.47 had been received from Whittingham Environmental Group for the PROW leaflets as detailed under MIN 22/113 of the January meeting.

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

## ACCOUNTS FOR PAYMENT

**MIN 22/148** Members **RESOLVED** to approve the following accounts for payment

CCTV signs	J Buttle	£16.34	BACs
Yellow highlighters	J Buttle	£4.82	BACs
Clerk Salary March	J Buttle	£602.36	BACs
Tax / National Insurance – employee	HMRC	£150.40	BACs
E-ON Electric	E-ON	£12.35	DD

## **2022/23 INTERNAL AUDIT REQUIREMENTS**

Members noted the Terms of Reference and the appendices which had been produced in preparation for the 2022/23 internal audit.

**APP A.** Risk Management Strategy

**APP B.** Risk Management Register

**APP C.** Council's Asset Register

**MIN 22/149** Members confirmed that the above documents were up to date and **RESOLVED** to approve the Internal Audit Checklist (**APP D**) appointing Mr Slade as the Internal Auditor.

Members requested that the Risk Management Strategy be reworded next year to make it clearer that the Council's Risk Management Strategy is to identify key risks and consider ways to mitigate or accept them.

## **2023/24 E-ON ELECTRICITY CONTRACT**

The Council has a one-year fixed price plan with E-ON to provide a metered supply to the Christmas tree on Beacon Drive.

**MIN 22/150** Members **RESOLVED** to renew the current arrangements for a 1yr term.

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

**MIN 22/151** Members **RESOLVED** to note and approve the January planning representations.

## **NOTE NEW CORRESPONDENCE**

Members noted the following items / updates received after the agenda was issued

- a) Cllr Marginson stated that the stone flags in front of the war memorial need power washing and grouting as some are uneven and are a slip hazard. The grass to the side of the memorial also needs treating for moss. These items will be added to the April Agenda.
- b) Cllr Woodburn stated that Mr Holden will be in touch regarding the bus shelter tiles.
- c) Further to the Police Crime Commissioners attendance in January and the 20<sup>th</sup> February Preston Area Committee, the Clerk informed Members that Chief Supt Osiowy has asked Chief Inspector Sue Bushell to pick up any issues on her behalf. Chief Inspector Bushell is happy to attend a Parish Council meeting or meet at Preston Police Station or the Police House at Broughton. Members stated they would like to invite her to the April meeting.
- d) Further to an email exchange, Members noted that Longridge Town FC and Goosnargh Village Hall have been suggested as venues for a mobile police station. Attendance will be stated on a rota which will be published by the police.
- e) The Clerk informed Members of the sad news that the Clerk to Goosnargh Parish Council has died suddenly. As the Council does not have any admin cover at the busiest time of the year, the Clerk has agreed to help out on a temporary basis.
- f) The Clerk provided everyone with papers for the forthcoming Elections and advised that further details will be emailed following a meeting with the City Council on the 16<sup>th</sup> March.
- g) Following a few minor amendments, Members approved the content of the Newsletter emailed on the 7<sup>th</sup> March
- h) Cllr Hall asked if anyone would like to accept an invitation to attend the 'licensing' of the new vicar as he does not live in the Parish. Cllr Clarke expressed an interest.
- i) Cllr Woodburn informed Members of a Trustee dispute at the Village Hall which had concluded with the resignation of Mr Pemberton, the Village Hall Chairman. The Trustees will continue in their roles to ensure the continued success of the Village Hall.

## **DATE OF NEXT MEETING**

The next meeting is scheduled for **Thursday 13<sup>th</sup> April at 7.15pm** in Goosnargh Village Hall.