

WHITTINGHAM PARISH COUNCIL

AN ORDINARY meeting of Whittingham Parish Council took place on **Monday 9th Nov 2015** at 7.00pm at Goosnargh Village Hall.

Members:

Cllr Dave Hall - Chairman
Cllr Alan Lewis
Cllr Margaret Rigby
Cllr Stan Hunter
Cllr Ruth Mills
Cllr Bernard Huggon

Members of the public

PC Chris Banks
City Cllr Lona Smith
Mr Reilly – Easy Websites
Mrs Julie Buttle – Parish Clerk

APOLOGIES - None

APPROVAL OF MINUTES of the meeting held on 12th October 2015

MIN 81 It was RESOLVED that the Minutes of the October meeting which included the revised and updated Financial Regulations be signed as a true record.

TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS.

Cllr Mills lives on The Square and declared a personal interest in budget items relating to that area and Cllr Hall declared a personal interest in application 06/2015/0876 as it relates to land adjacent to his property.

PUBLIC PARTICIPATION

MIN 82 It was RESOLVED that the meeting be adjourned for public participation.

PC Banks addressed the meeting and stated that progress was being made with the police office in the village hall. He explained that the police have a new hand held device which, subject to a satisfactory signal, will enable them to access data remotely. A Service Level Agreement needs to be drawn up, but the police hope to use the premises when out and about in the area and also hope to run a police surgery on Wednesdays alternating from 2.00 – 3.30 one week and 6.30 – 8.00 the following week. Times can be displayed on the notice board, parish website and parish newsletter. PC Banks wishes to organise a press release and a photograph with the Chairman of Goosnargh and Whittingham Parish Councils.

6 assaults have been reported on staff at Guild Lodge. All are within the hospital grounds but need to be reported as crimes. Damage has also been caused to 2 cars, one at Beacon Drive and one at Halfpenny Lane. A racial incident was also reported at the village shop. There have been several concerns expressed about the well-being of a local resident and discussions are ongoing between the police and Social Services.

A neighbourhood watch meeting will take place at Inglewhite on the 2nd December.

Reference was made to the funding formula review and the concern expressed by Lancashire's Chief Constable Steve Finegan regarding the future of neighbourhood policing as if the cuts go ahead, the police service as it is currently run will not be viable by 2020.

An incident involving damage to a car parked on the pavement was reported to the police.

Mr James Reilly of easy-web-sites gave a short presentation on the provision of a new web-site in line with the costs included in the 2016/17 budget. There is an initial set up cost for the template, hosting and domain name and a monthly fee which covers support and training for the Clerk who can content manage some of the pages – others are administered behind the scenes by easy-web site. In answer to questions, it was confirmed that there is a link to monthly statistics regarding usage etc. Mr Reilly was thanked for his attendance.

CONSIDER PLANNING APPLICATIONS BEFORE COUNCIL

Note - Members are advised prior to the meeting that planning applications can be viewed at www.preston.gov.uk

06/2015/0822 Erection of 3no cricket practice wickets and nets (retrospective applications) Longridge Cricket Club, Chipping Road, Longridge, Preston.

Members noted the nets had already been erected and are located adjacent to a substantial car parking area. **MIN 83** Members RESOLVED to leave to planning.

06/2015/0876 Variation of condition no.7 for the numbers, types, tenure and location on the site of the affordable housing provision to be made, which shall be distributed throughout the development, and which shall consist of not less than 30% of the dwellings in each phase and condition no.13 to amend the sustainability standards of the development attached to planning permission 06/2013/0785 former Riding Depot, Whittingham Road.

Members noted that the Core Strategy states that 30% of new development should be affordable and the definition, design and delivery is set out in the Affordable Homes Supplementary Planning Document. The letter accompanying the application explains that a condition was attached to the planning consent stating that of the 30% of affordable units, 70% (46 units) shall be affordable rented housing and 30% (20 units) shall be intermediate housing. The letter states the applicant has been in discussion with Registered Providers to establish the level of interest in acquiring the 46 units for rent but due to an absence of demand, this application seeks to remove the condition specifying how the 30% affordable homes will be split.

A view was expressed that the starting price for new developments in the rural area was still 'unaffordable' to many residents and the provision of homes wholly for rent may be desirable. Para 51 of the SPD states *if there is any doubt about viability, the developer will need to make a case to the Council*. Para 52 also states *where a developer considers there are significant constraints preventing them from meeting the Councils' affordable housing policy targets, this will need to be demonstrated by the submission of a suitable financial appraisal*.

It was noted that although the applicant states Registered Providers have indicated an absence of demand, there is no supporting documentation to substantiate this. As a public consultation has not been carried out and there are no figures to support the demand (or lack of demand) for rented accommodation, it was considered difficult to insist that the condition remains attached to the consent, especially as the application complies with the Core Strategy Policy to provide 30% of affordable homes. **MIN 84** Members **resolved** to leave to planning.

06/2015/0890 prior notification of change of use from agricultural land to 3 dwellings at Lyndhurst Farm, Halfpenny Lane, Longridge.

This application was not on the agenda as it is a 'prior notification' to establish if the change of use can proceed as permitted development and is not subject to consultation. However, the access road was only recently approved under application 06/2015/0561 and the Design and Access Statement stated that the access was required to provide a safer access to the farm and a more secure access to the fishing lake. It continues to state that the road is designed to take farm traffic and allow vehicles to enter whilst another is waiting to leave.

MIN 85 Concern is expressed that the access was not intended to serve 3 dwellings and this should be a factor when determining if the application is permitted development.

Members were asked to NOTE that 2 applications have been received for stables at plots 1 & 2 and 4 & 5 Clay Lane. Both plots have previously been refused at appeal. The applications will be on the December Agenda.

WHITTINGHAM HOSPITAL CONSULTANTS BRIEFING

Cllr Lewis informed members that he attended the above meeting on the 2nd November where it was confirmed that KKP had won the tender to look at sports' needs associated with the Whittingham hospital development. Other attendees included HCA, the Cricket Club, Preston City Council and the Sports and Social Club. The consultants outlined their methodology which includes looking at current facilities including the quality, needs, options, management and governance. A liaison group has been appointed which will be Chaired by former City Councillor Ken Hudson. The group will meet again at the end of December. KKP's report should be complete by the end of February but it was stressed that HCA is not bound by the findings and the ownership of the sports and social club land still needs to be determined. **MIN 86** Members NOTED the information and requested that further updates are included on the Agenda. Members also NOTED that there would be a site meeting with the HSE regarding the current use of the access road by HGV's accessing the site as detailed in the construction method statement.

OCTOBER FINANCIAL STATEMENT

MIN 87 It was RESOLVED that the Chairman will confirm that the accounts and bank statements have been reconciled in accordance with Standing Order 2.2.

It was noted that £89,308.64 had been received in CIL monies but the Clerk is unable to set up the electronic transfer as she is not listed as an authorised person on the accounts.

MIN 88 It was RESOLVED that the Clerk should be added as a Service Administrator as detailed under para 6.15 of the recently adopted Financial Regulations. The transfer mandate will need to be signed by 2 Councillors as under the present arrangements.

POPPY WREATH

MIN 89 Members RESOLVED to make a donation of £25 to the Royal British Legion under Section 137 of the Local Government Act.

ACCOUNTS FOR PAYMENT

MIN 90 Members RESOLVED to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT	CHEQUE
Poppy Wreath	Royal British Legion	£25.00	CQ1155
Nov salary	Mrs J Buttle	£419.77	CQ1156
Tax / National Ins	HMRC	£49.80	CQ1157
Maintenance contract	Barton Grange	£1548.00	CQ1158

TO CONSIDER DESIGN IDEAS AND COSTS FOR THE WAR TRIBUTE

The Parish Council has allocated £1,000 towards a memorial / tribute to commemorate World War One. In Sept 2015 (**MIN 54**) it was RESOLVED the tribute would be located in the Parish Council garden at Beacon Drive as it would be accessible to people passing by. Members stated they wanted a visual, non-denominational, non-religious tribute.

Members considered designs brought to the meeting which included a flat monument.

MIN 91 was RESOLVED that Cllr Huggon would approach a local supplier for a quote on the suggestion considered at the meeting and any alternative ideas.

TO CONSIDER THE BUDGET REQUIREMENTS FOR 2016 / 2017

Members considered the budget requirements for 2016/2017 bearing in mind that the Parish Council will receive CIL monies which can be spent on capital expenditure providing it complies with Regulation 59c of the CIL Regulations Act. The Clerk presented an estimate of the expenditure required for 2016/2017 which included the following items.

- a) **Clerk's Salary** – Members noted an inflationary increase likely to be 1.5%.
- b) **Compliance with Pension Legislation** – Members noted automatic enrolment is not required but provision has been made subject to a satisfactory scheme being identified
- c) **Printing of the Parish Newsletter** – Members noted 3 editions have been suggested but distribution costs still need to be confirmed.
- d) **Production of the Parish Newsletter** – Members noted an honorarium is proposed for 3 editions at 5hrs per edition.
- e) **Creation of a new website** – Members noted that the set up costs may be funded from CIL monies with the monthly fee coming out of the precept. A decision on the provider will be made at the December meeting.
- f) **Play Area maintenance** – inspections, wooden plinths, bark, ownership sign,
- g) **Play area benches** – Members requested that quotes be sought for repairs rather than replacement. Accoya or recycled material is preferred.
- h) **Play equipment renewal** – Members requested that play area expenditure is grouped under one heading – inspections and maintenance.
- i) **Replacement Planters on the Square** – Members noted the email from CVRA who are applying for a grant for replacement planters. Members raised no objection to the application but requested that the planters are properly maintained.
- j) **Existing Assets / items requiring renewal or repair**
 - i. a request was made to raise the footpath from Green Acre to the Village Hall as it is often flooded. Enquiries will be made to LCC who are supposed to maintain the path and lighting. If necessary, repairs may be funded from CIL income.
 - ii. A request was made for a bin at Halfpenny Lane and Green Nook. Enquiries will be made of PCC and the developers.
- k) **Purchase of Speed Indicator Devices** – Members noted these could be funded from CIL income.

MIN 92 Members RESOLVED to make provision for the above items in the budget. Details of the funding allocated will be confirmed when setting the precept at the December meeting. It was noted that the proposed expenditure may be met without increasing the precept.

GRANT APPLICATIONS

As part of the budget process, members considered the funds to be allocated in grants.

- a) Donation to 2016 Goosnargh & Whittingham Festival £500 - Noted
- b) Donation to 2016 Longridge Agricultural Show £250 - Noted
- c) Skylarks Community Choir – The number of Whittingham beneficiaries were not known and members RESOLVED not to progress the application.
- d) Goosnargh and Whittingham Heritage Group £125 – As the group is already incurring costs and is newly formed, Members RESOLVED to include the matter on the December meeting with the option to fund from this year's accounts.

MIN 93 Members RESOLVED not to advertise for further grant applications or increase the funding allocation for grants. The decision on the above grants will be made at the December meeting when the budget and precept are confirmed.

JOB EVALUATION

At the October meeting, Members requested information to enable them to evaluate the employment of a Clerk and considered the job profiles relating to small Parish Councils.

MIN 94 Members RESOLVED that profile 1 points 23 – 25 best describes Whittingham. Currently the Clerk is employed on bands 18-22 and the change needs to be reflected in the Clerk's contract of employment. NOTE – In line with Standing Orders, Members still need to appraise the Clerk's performance and the number of hours worked.

NOTE NEW CORRESPONDENCE

Members NOTED that application 06/2015/0603 relating to the storage containers at Ashley Farm has been withdrawn.

Members NOTED information from PCC regarding a scheme to give free boiler and gas fire servicing to residents 65 or over; those with children under 16 living in the property or those with long term health issues. Details will be included on the website and parish newsletter.

DATE OF NEXT MEETING

The next meeting is scheduled for **Monday 14th December 2015 at 7.00pm.**