

WHITTINGHAM PARISH COUNCIL

AN ORDINARY meeting of Whittingham Parish Council took place on **Monday 12th Oct 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

Members of the public

3 members of the public
City Cllr Lona Smith
Mrs Julie Buttle – Parish Clerk

APOLOGIES Cllr Bernard Huggon

APPROVAL OF MINUTES of the meeting held on 14th September 2015

MIN 64 It was RESOLVED that the Minutes of the Sept meeting be signed as a true record.

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

There were no declarations of Interests.

PUBLIC PARTICIPATION

MIN 65 It was RESOLVED that the meeting be adjourned for public participation.

Rachel Hesketh circulated a report on allotments. 51 people responded to the questionnaire with 47 people requesting a plot. Several respondents expressed a keen interest in the community garden and 30 people said they would be prepared to get involved with the committee. The face book page is still active so the level of interest may increase.

The next steps are to hold a discussion with the HCA to discuss how and when the plots will come forward, how the demand can be managed and who will administer the allotments HCA, City Council, Parish Council, Resident Association etc. It was stressed that people who have expressed an interest, will not be guaranteed an allotment in advance of any other arrangements. Rachel was thanked for her report and it was agreed that the Parish Council would periodically check progress with the HCA.

Lindy King and Alan Wheatley addressed the Council regarding the inaugural Heritage Group meeting which took place in September. The constitution has been agreed and a programme has been planned for the year. There will be some speakers but the emphasis will be on getting involved, tracing the village history etc. The Council was requested to display a poster for an event on the 26th October regarding the story of the Bushells. The Group will use St Mary's Church as a base and a parallel bid has been made for lottery funding in relation to the establishment of a Community Room although it was stressed the group would not be tied in to the Church. It was stated that the Heritage Group is beginning to incur costs associated with the recording and storage of documents and items lent to them and it was noted that the Heritage Group may wish to apply to the Parish Council for a grant to assist with this.

Cllr Lona Smith stated that she was pleased to note that progress had been made with regard to the Parish Council supporting the police operating from the Village Hall. She reported that the Stakeholder meeting for Whittingham Hospital has been moved to the 2nd November and that it was important that an officer from the City Council attends. She advised that a survey was being carried out opposite the local store to establish if there was a need for a pedestrian crossing.

Cllr Hall advised members that he was invited to attend a meeting at Guild Lodge following the complaint about smoking considered at the last meeting. A further complaint letter was subsequently received by the Parish Council regarding the location of a bus stop. About a dozen residents turned up to the meeting and various concerns were raised relating to smoking, people congregating at the gate and the relocation of the bus stop. Guild Lodge have confirmed that they have taken away some action points and they will be holding a further residents meeting on the 26th November at 18.30.

Members stated that the concerns seemed to be specific issues between residents and Guild Lodge and they were pleased that Guild Lodge were addressing them and would be holding another meeting. It was felt that the Parish Council did not need to be represented.

PLANNING APPLICATIONS BEFORE COUNCIL

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

06/2015/0603 Change of use of land from haulage yard to self-storage (retrospective) at The Yard, Ashley Hall Farm, Inglewhite Road, Goosnargh.

The Parish Council was advised of several longstanding issues relating to the upkeep and access arrangements on the site, however it is understood that the occupants of the units have requested a meeting with planning officers and the matters are being investigated by the enforcement officer. Hopefully this will mean the matters will be resolved amicably in due course.

The site is predominately an industrial site with historic planning conditions controlling the access and hours of use. The proposal would mean that members of the public will have 'free unsupervised' access to the site / containers with no clearly defined parking areas or marked walkways proposed. Members felt that this posed grave health and safety and security concerns. Furthermore it is understood that the applicant is already using the grass verges and joint access areas for storage and parking which restricts the opportunities for additional safety measures. It is felt that these areas should be restored following the meeting with the occupiers referred to above.

It was acknowledged that 15 units are already being used retrospectively and it was felt that an increase to 40 units would be an over intensification of the site.

Due to the flexible access arrangements proposed by the applicant and the complex operating arrangements, it is unclear whether the 10 HGV's already licenced will still be permitted to operate in association with the works undertaken in the unit - in addition to the storage containers in the yard and it is felt that the increase in traffic accessing the storage units will be excessive and unpredictable.

MIN 66 Members RESOLVED to object to the application.

06/2015/0770 Outline permission for erection of 2no. detached two storey dwellings and formation of new access following demolition of existing open sided store, timber shed/part masonry structure on land adjacent to Oaklands Farm Ashley Lane Whittingham.

MIN 67 Members RESOLVED not to object to the application on the grounds that it was a brownfield site which would be improved by the demolition of derelict structures and the creation of 2 new dwellings.

06/2015/0804 Prior notification submission for change of use from agricultural building to residential dwelling (Class C3) at Marimar, Cumeragh Lane Whittingham.

MIN 68 Members NOTED the above application which may be allowed under permitted development.

WHITTINGHAM HOSPITAL STAKEHOLDER MEETING

The Homes and Communities Agency has appointed KKP to undertake the role of Independent Sports Consultant in relation to the facilities at the Whittingham Hospital site. It was confirmed that the next meeting will take place on Monday 2nd November.

MIN 69 It was RESOLVED that Cllr Lewis would attend and report back to the Council.

PRESTON LICENSING REGULATIONS

MIN 70 Members NOTED that Preston City Council is required to publish its licensing policy every 5 years. No comments or concerns were expressed on the draft policy.

AMENDMENT TO FINANCIAL REGULATIONS

MIN 71 Further to the discussion on the existing Financial Regulations at the September meeting, Members RESOLVED to adopt the new version produced by NALC. Cllr Mills volunteered to proof read the revised version.

MIN 72 The regulations include a requirement to have an effective system of personal performance and with this in mind, Members agreed to discuss procedures to appraise the Clerk's role.

FINANCIAL STATEMENT

MIN 73 The Chairman verified that the accounts and bank statements had been reconciled.

TRANSPARENCY CODE FUNDING

Members were reminded that the Council needs to publish more documentation on-line to comply with the Transparency Code. To assist smaller Councils with a turnover less than £25,000, grants are available for the purchase of computers and scanners and the creation of a website. Whilst the Parish Council has a website which is adequate, it is not compatible with tablets, apps etc.

MIN 74 Members RESOLVED that the Clerk make enquiries to establish the costs of upgrading the website and having it maintained by a software company before applying for the funding.

PRODUCTION OF A PARISH NEWSLETTER

Members have previously expressed a desire to produce a Parish Newsletter and several examples from other parishes were considered.

MIN 75 Members RESOLVED that they would issue a newsletter in an A5 format. Some Councillors stated they were prepared to deliver locally close to their homes and it was suggested that local businesses should be approached to display copies. The Clerk was requested to see if a copy of the newsletter could be distributed with the Guide or if the articles could be contained within the production. The production and distribution costs will be considered at the budget meeting in November.

HALF YEARLY BUDGET ANALYSIS Apr 15 – Sept 15

Members considered variances between the current expenditure and the budget.

MIN 76 Members NOTED that

1. £250 is yet to be allocated in the grants and donations
2. The police invoice has not been received for operating out of Goosnargh Village Hall.
3. The Christmas Tree has been ordered from Barton Grange
4. An invoice has not been received for the weekly inspection of the play area
5. Instructions have been issued to cut the hedge opposite Guild Park and the contractor has been requested to remove the basketball hoop following the annual inspection
6. The bench at Halfpenny Lane still needs sanding and an ownership plaque needs erecting in the phone kiosk.

CONSIDERATION OF 16/17 BUDGET ITEMS

The November meeting will primarily focus on the 2016/17 budget. Members requested that the Clerk establish costs so that the following items can be considered

1. Following the annual play inspection, quotes need to be obtained for replacement plinths in the bark pit and the bark needs topping up
2. An ownership and usage sign needs erecting
3. New benches (or repairs to the benches) need to be arranged for the play area
4. Consideration of replacement planters on land at the Square
5. Additional hours or honorarium for producing the Newsletter
6. Communication costs associated with the newsletter and possibly the website
7. Provision for the pension legislation

MIN 77 Members NOTED that 4 local groups have requested a donation and it was RESOLVED not to advertise the grant scheme more widely.

ACCOUNTS FOR PAYMENT

MIN 78 Members RESOLVED to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT	CHEQUE
Oct Salary	Mrs J Buttle	£419.77	CQ 1149
Oct Tax / National Ins	HMRC	£49.80	CQ 1150
Electric Bill	E-On	£25.80	CQ 1151
Audit Fee	BDO	£156.00	CQ 1152
1&1 Website domain renewal	Mrs J Buttle	£8.38	CQ 1153
Quarterly Admin charges	Mrs J Buttle	£102.54	CQ 1154

COMPLETION OF AUDIT 2014/2015

Under MIN 57 Members NOTED a matter arising in respect of the external audit. The Audit has now been completed and returned.

MIN 79 Members RESOLVED to approve and accept the Annual Return.

LALC AGM

Members NOTED that the LALC AGM will be held on Saturday 7th November 9.30 – 13.00 at County Hall, Preston. A delegate was unavailable to attend.

NOTE NEW CORRESPONDENCE

Members NOTED that the City Council has inspected the trees near Goosnargh Tennis Courts. Residents have been asked to remove 2 small Christmas trees and plant smaller hedgerow type trees. The tennis club have been requested to contact the City Council for approval before they carrying out any further works, however as the City Council owns the land, the Clerk was asked to establish why the City Council is not undertaking the work themselves.

DATE OF NEXT MEETING

MIN 80 The next meeting of the Parish Council will be on **Monday 9th November 2015.**