



WHITTINGHAM PARISH COUNCIL
Agenda for Thursday 13th March 2025 at 7.15pm
in Goosnargh Village Hall – downstairs

1. APOLOGIES

- 2. APPROVAL OF MINUTES** of the Council meeting held on 13th Feb 2025.
The Chairman is required to sign the attached Minutes as a true record.

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

Members are reminded of their responsibility to declare any interests in respect of matters contained in the agenda noting that there may be statutory restrictions on the right to participate and vote on that matter – see Standing Order 2023 (13)

4. PUBLIC PARTICIPATION

Invitations to attend have been sent to the Police, County and City Councillors.

Members of the public wishing to raise matters in accordance with Standing Order 2023 (3e & g) should raise them here. This is a time limited session at the discretion of the Chairman.

NOTE: The Council cannot make a decision or support a scheme unless the matter has been included on the agenda.

The Police Rural Taskforce team have requested to attend to introduce themselves and give a short presentation on what they do.

5. PLANNING MATTERS

Members have been informed that the City Council has acknowledged that it doesn't have a **current 5-year supply**, based on the updated Standard Methodology of **590** homes, however it is confident that the supply will be restored by April 2025.

Due to the significance of the matter - and the possible impact on planning applications - an explanation has been added to the Parish Council website.

<https://www.whittinghamparishcouncil.org.uk/news.php#>

Members will also be aware that that City Council has been working on a **Central Lancashire Core Plan** which will replace the current Core Strategy and the Adopted Local Plan.

Significantly, the Core Plan proposes a 5-year supply based on a slightly lower figure of **520** homes and it does not include Whittingham as a growth area.

Representations are now invited on whether these decisions are sound – which means they have been positively prepared and justified - and are legally compliant.

In light of the temporary dip in the 5-year supply and the City Council's recommendation to approve the Whittingham applications when the 5 year supply was in doubt in 2018, Developers may respond to the consultation by objecting to the Core Plan and requesting that the above aspects be reconsidered.

If the Parish Council makes a strong case to support the Core Plan, it gives us the opportunity to be heard at the Examination in Public when the soundness of the Plan will be assessed.

Members are requested to request that the Clerk submits a favorable response to the Regulation 19 consultation on the Core Plan, to ensure the Parish Council remains fully and actively engaged in the decision-making process.

A presentation on the progress of the Central Lancashire Core Plan will be made to the next Preston Area Committee meeting for Parishes, to be held on the 26th March.
Council Members are invited to attend.

Swainson House Farm Application

06/2025/0182 95 dwellings on land to the east of Swainson House Farm, Goosnargh Lane.

The above application does not come under the Clerk's delegated responsibility, however due to local concerns, the Clerk has written a draft objection letter which has been added to the Parish Council website, along with some guidance to assist residents, if they wish to object.

Members are requested to consider the objection letter and advise of any other points that the Parish Council wishes to make - noting that residents may also submit local concerns directly to the planning department.

The following planning applications have been submitted since the last meeting

- **06/2025/0043** 2 dwellings at Highfield Cottage, 700 Whittingham Lane, Broughton
- **06/2025/0142** 1 dwelling, store and track at Swainson Cottage, Goosnargh Lane
- **06/2025/0184** 4 dwellings on land south of Goosnargh Lane
- **06/2025/0215** agricultural building on land adjacent Oak House, Pudding Pie Nook Ln
- **06/2025/0223** up to 8no. dwellings on land off Langley Lane, Broughton
- **06/2025/0224** up to 9no. dwellings (Parcel 1) at Dean Farm, Whittingham Lane
- **06/2025/0225** up to 9no. dwellings (Parcel 2) at Dean Farm, Whittingham Lane

The Clerk has supplied Members with delegated comments on the above applications which Members are requested to consider and approve.

Members are also requested to **note** that the enforcement officer is investigating the erection of cabins at Clay Lane under reference **E/2025/00041** and the Clerk is in consultation with a resident regarding an alleged planning breach at Ashley Hall Farm.

6. LCC HIGHWAY PROPOSALS GOOSNARGH LANE

Further to the commencement of the Swainson House Farm development on Goosnargh Lane, LCC are consulting on 3 highway issues detailed in condition 18 of the appeal consent.

- **A 20mph speed limit** - from Mill Lane, along Goosnargh lane to include Barnyard Way and Haymaker Way
- **Bus stops** - remove the existing bus stops on Goosnargh Lane near the junction with Oakleaf Close and introduce 2 new, relocated bus stop clearways, in a westerly direction to provide full mobility compliant bus stop clearways
- **Junction tables** - with a maximum height not exceeding 75 mm at the junction of Haymaker Way with Goosnargh Lane and on Goosnargh Lane before and after the Haymaker Way junction.

Members are requested to express any comments on the above proposals.

7. FINANCIAL STATEMENT 1st – 28th Feb 2025

The Chairman is requested to verify that the monthly finance statement has been reconciled against the bank statements, which reflect the £75,000 CIL transfer to the CCLA and the Co-Op switch to Unity Trust on the 28th February.

Members are requested to note the following payments still pending receipt of invoices

- Mowing of football pitch from Aug to end of season
- Installation of dog dispensers - Nurture = £150 + VAT
- Christmas tree and new lights - Nurture = £1,350 + VAT

8. UNITY TRUST SIGNATORY UPDATE - Unity Trust have clarified that the account has been set up as dual authority, however, as we require payments to be authorised by 2 signatories, the account needs to be set up as triple authority.

2 signatories are required to sign a letter to that effect.

9. ACCOUNTS FOR PAYMENT AND RECEIPTS

An authorised signatory is required to view the emails invoices and authorise the following online payments

February 2025 Maintenance	Nurture	£664.62	Online
Clerk Salary Mar	J Buttle	£1570.27	Online
PAYE	HMRC	£231.14	Online
Employer Nat Ins	HMRC	£151.36	Online
Nest Pension	NEST	£93.45	DD
Electric Bill	E-On	£14.11	DD

MICROSOFT 365 - To comply with para 2.7 of the adopted Financial Regulations, under MIN 24/25.81 Members resolved to register for Microsoft 365. The account was set up in December and incurs a monthly payment of £5.88 which the Clerk is paying by debit card.

Members are requested to reimburse £5.88 x 4 months (Dec – March) to the Clerk.

10. 2024/25 E-ON ELECTRICITY CONTRACT

The Council has a one-year fixed price plan with E-ON for the electric supply to Beacon Drive Christmas tree. The contract needs renewing before the 12th April. Cheaper rates can be secured if the Council arranges a two- or three-year fixed price plan – however there is a slight risk that the rates may decrease during the term of the plan.

Members are required to renew the contract and confirm the preferred term.

11. 2024/25 END OF FINANCIAL YEAR - INTERNAL AUDIT REQUIREMENTS

In order to comply with Audit Requirements and Finance Regulations, **Members are required to review the following documents to ensure they are up to date, appropriate to the Council's requirements and are detailed enough to show that the Council has considered the financial procedures, audit requirements and risks.**

- Internal Audit - Terms of Reference
- Risk Management Strategy
- Risk Management Register
- Asset Register and maintenance checklist
- Internal Audit Checklist

Members are also required to approve Sandra Wildman as the Council's Internal Auditor

12. LENGTHSMAN RECRUITMENT

Applications have been received in connection with the advert for a Parish Lengthsman.

MIN 24/25.120 confirms that the Clerk, Cllr Eccles and Cllr Woodburn should meet to discuss the terms of the contract and the recruitment process and MIN 24/25.134 confirms the closing date as 7th March with interviews likely to be held w/c 17th March. Examples of sample interview questions were also presented to the February meeting.

The Clerk should remain independent of the selection process, in case there is dispute regarding the procedures followed. Consequently, Members are requested to confirm an additional person to sit on the interview panel with Cllr Eccles and Cllr Woodburn.

13. CIL BUSINESS PLAN

Members are requested to NOTE the latest updates on matters pending on the attached CIL Business Plan

Gym equipment.

The Clerk and Cllr Eccles met representatives from 2 Gym companies and asked their advice regarding the preferred location and type of gym equipment.

As stated at the February meeting, a resident raised concerns that the Village Green is protected from development. The Clerk acknowledged that whilst Village Greens are protected by Statutes, development is permitted if it is for the better enjoyment for sports and pastimes. Consequently, the addition of gym equipment is not considered to be a breach of the legislation.

The resident has questioned this with the City Council and has submitted a letter indicating that he would be prepared to submit a case for illegal encroachment if the gym equipment is located in the main body of the Village Green. The Clerk has issued an acknowledgement confirming that that a location has not been agreed – but as land owners, any dispute would be with the City Council not the Parish Council.

Members are requested to note the content of the resident's objection against the feedback from the gym companies and determine if the proposal should be added to the Spring Newsletter to ascertain views from other residents.

14. ST JOHN'S CHURCH COMMUNITY PROJECT

The Clerk will provide a verbal update on the project at the meeting.

15. NOTE NEW CORRESPONDENCE

Members may be requested to note any new correspondence received.

No Cold Calling – It is understood that Trading Standards have delivered the letters and the initial feedback is positive. We are now waiting for them to confirm if a no cold calling zone will be established.

Parish Councillor Vacancy - Regrettably, Cllr Brooks has decided that he needs to offer his resignation as a Parish Councillor in Lower Ward. Cllr Brooks is thanked for his time in office.

Members are requested to note the vacancy and instruct the Clerk to contact Electoral Services so that the vacancy can be formally advertised.

16. DATE OF NEXT MEETING

The next meeting is scheduled on **10th April 2025** at 7.15pm in Goosnargh Village Hall.

At the Jan meeting, Members resolved to alter the May meeting to the 22nd May due to the Clerk's family commitment, however as advised at the Feb meeting the Village Hall is not available. Cllr Woodburn has spoken to a representative from the United Reform Methodist Church and it has been confirmed the meeting can be held in the Church on the 22nd May.

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