



WHITTINGHAM PARISH COUNCIL

Agenda for the Parish Council Meeting on Thursday 14th Nov 2024 at 7.15pm in Goosnargh Village Hall – downstairs

1. APOLOGIES

2. APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 10TH OCT 2024. **The Chairman is required to sign the [attached Minutes as a true record.](#)**

3. TO ACCEPT DECLARATIONS OF INTERESTS

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

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.

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

- The October Minutes state that Applethwaites Homes are waiting for LCC to give them permission to install the barrier on Cumeragh Lane. The Clerk questioned Applethwaites statement with LCC, who have replied that they can't give permission, until Applethwaites have confirmed that a Vehicle Restraint Specialist has assessed the safety requirements of the barrier design. (LCC's reply email sent to Members on 16/10/2024).
- LCC have replied that the Cumeragh Lane pavement is not part of the highway and will not be cleared. The Clerk is following the matter up under the Woodland Walk discussions with Homes England.

5. FINANCIAL STATEMENT 1st – 31st Oct 2024

The Chairman is requested to verify that the finance and bank statements have been reconciled. An update will also be given in relation to the Unity Bank transfer.

6. ACCOUNTS FOR PAYMENT

Members are required to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT	METHOD
Oct Grounds Maintenance	Nurture	£664.62	BACs
Clerk Salary Nov	J Buttle	£1,522.11	BACs
PAYE	HMRC	£212.37	BACs
Employer Nat Ins	HMRC	£141.74	BACs
Pension	NEST	£88.55	DD
Printing of Autumn Newsletter	Preston Council	£183.75	BACs
Delivery of Autumn Newsletter	J P P Media	£216.00	BACs
E-On bill	E-On	£18.23	DD

7. COMMUNITY INFRASTRUCTURE LEVY

a) CIL FINANCE PLAN

Members are requested to note the October CIL income of **£48,036.82**. In accordance with **MIN 22/59a** a full CIL finance report is **attached** detailing income and expenditure since CIL was first introduced.

Members are requested to approve the CIL Finance Report to date.

b) CIL BUSINESS PLAN

Members are requested to note the updated **attached** CIL Business Plan.

As stated at the October meeting, LCC have not invoiced the Council for the replacement SPID pole as they are waiting to see if the driver's insurance will pay for the damage.

Members are requested to approve the following costs

- **£1,900 for 500 walk leaflets, 2 sign boards and 100 additional way markers**
- **£1,008 for new lights for the Beacon Drive Christmas tree.**
- **£2,250 for 5 recycled plastic benches at Cumeragh Play area (move to Cat 1)**

Estimates for the wet pour and the gym equipment are subject to the ongoing on site discussions with the manufacturers (wet pour surface) and Preston City Council (Goosnargh Village Green).

Discussions are continuing with Alan Todd of Homes England and Ian Wright of LCC Treescapes regarding the proposal to create a woodland walk along the frontage of Cumeragh Lane and Whittingham Lane.

The Clerk emailed the Scouts to inform them of LCC's consultation to expand Goosnargh Oliverson's School and progress plans for the new primary school at Whittingham. The Scouts confirmed they still want their own building but they need some land to erect it on.

The Tennis Club have sent the **attached** update regarding progress since the flood lights were installed.

8. WHITECHAPEL VILLAGE HALL – NEW CIL REQUEST

The Clerk received an email from Whitechapel Village Hall drawing attention to the disparity of CIL monies between Goosnargh and Whittingham parishes which affects residents wishing to use local facilities. As a result, they wished to know if Whittingham Parish Council would consider investing in projects outside of their artificial boundary.

Based on previous requests for CIL monies, the Clerk suggested that they provide more details regarding the type of project they had in mind and the amount of funding required.

Members are requested to consider the attached reply and determine if they will

- a) use CIL monies to improve facilities in a neighbouring parish**
- b) add the proposal to improve the toilets at Whitechapel Village Hall to category 2 of the CIL Business plan – subject to the receipt of further information relating to costs and the success of other funding applications**

9. ST JOHN'S CHURCH

As reported at the October meeting, Preston City Council's Procurement Officer indicated that the Chief Executive Officer was making enquiries regarding the costs and legalities associated with the City Council assisting the Parish Council with the procurement of the St John project.

The CEO was made aware that the Parish Council intends to use CIL monies to fund the project and, due to the significant funds involved, it was imperative that a reply was received prior to the November meeting when the CIL balances would be considered. Disappointingly, despite regular phone calls and a daily email reminder, no further contact has been established.

Members are requested to note the above and advise if the enquiries should continue.

10. PARISH PLAN

Attached is a summary of the actions and updates on the Parish Plan which was adopted in June 2023.

Members are requested to note the updates and advise if there are any themes they wish to prioritise during 2025 so that items requiring expenditure can be included in the budget or CIL business plan.

11. BEST KEPT VILLAGE REPORTS / REQUEST FOR LENGTHSMAN

As advised by email, the results of the Best Kept Village entry were as follows

- Medium Village entry - Goosnargh & Whittingham - **Highly Commended**
- Hamlet - Cumeragh - **Highly Commended**
- Goosnargh & Whittingham playing fields - **Highly Commended**

A copy of the judges' report for Goosnargh is attached. Reports on the individual entries have been sent to Goosnargh & Whittingham in Bloom.

At the June 2024 meeting Cllr Woodburn, requested that the Parish Council consider contracting a Lengthsman to carry out maintenance jobs identified by Goosnargh & Whittingham in Bloom.

Members are requested to consider their report detailing the tasks, number of hours required and a suggested rate of pay.

12. CONSIDERATION OF 2025/26 BUDGET ITEMS

The Clerk has produced a draft budget for 2025/26 which shows the existing and proposed expenditure – with the increases shown in green.

Members are requested to note that LCC have stated that there will not be a fee to erect poppies on lamp posts, however permission must be obtained first. The 2024 price for the poppies was £3 per lamp post. There are 19 lamp posts on Church Lane, 5 on Beacon Drive and a further 2 connecting Beacon Drive to Church Lane = 26

Members are requested to confirm if they wish to add £90 to the budget to purchase 30 lamp post poppies – noting that the Parish Council will be responsible for the erection and appropriate risk assessments.

No additional budget items have been submitted since the October meeting and Members are requested to consider the attached DRAFT budget which may be updated to include lamp post poppies and a lengthsman's contract.

13. PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

Members are requested to confirm the attached delegated representation on the following summarised applications

06/2024/1032 variation to approved plans at Broadfield, Inglewhite Road, Preston,

06/2024/1090 Two storey side and single storey rear extension at 9 The Square, Preston.

Members have been informed that as the site has planning permission for 2 dwellings, the City Council are not taking any action in relation to the portacabins stored on Halfpenny Lane.

The application for 7 dwellings on the frontage of Ashes Farm, Halfpenny Lane has still not been determined.

14. BROUGHTON NEIGHBOURHOOD PLAN

Broughton In Amounderness Parish Council are reviewing their Neighbourhood Development Plan which was adopted in December 2018. The pre-submission document and appendices for the revised Neighbourhood Plan are available for viewing on their website

www.broughtonparishcouncil.org.uk.

Members are requested to consider if they have any comments, which must be submitted before the 4th December 2024.

15. NOTE NEW CORRESPONDENCE

Members may be requested to NOTE items of new correspondence or concern received since the issue of the agenda.

Following the delivery of the Parish Newsletter, the Clerk has received a query regarding the ownership of the Affordable Homes on Rogerson Gardens. As a legal agreement exists between Preston City Council and the developers, the City Council has been asked to reply.

Members were requested to comment on the review of Polling Station venues. It was suggested the Longridge Town Football Club be considered for Higher Ward residents. The City Council will consider the recommendation at their December Council meeting.

Members have been aware that the government has issued a [consultation paper](#), to consider if legislation should be updated to allow Parish Councils to hold remote meetings as they did during Covid 19. The consultation closes on the 19 December 2024.

As the following matter relates to the Clerk's Contract of Employment, Members of the Public will be requested to leave under the Public Bodies (Admission to Meetings) Act 1960.

16. INFLATIONARY PAY INCREASE

The Clerk is employed subject to the National Joint Council (NJC) terms and conditions for Local Government staff. The NJC has released new pay scales which Members are required to consider under Para 6.2 of the adopted Contract of Employment.

Members are requested to confirm the adoption of the new pay scale for 2024/25 - noting the [attached](#) report prepared by the Clerk.

Members are also reminded that Para 9 of the Clerk's Contract of Employment states that the Clerk will receive an annual Appraisal / Development Review.

Members are requested to confirm the process to be followed.

17. DATE OF NEXT ORDINARY COUNCIL MEETING

Thursday 9th January 2025 at 7.15pm in Goosnargh Village Hall.

END