



WHITTINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting on Thursday 13th June 2024 at 7.15pm in Goosnargh Village Hall – downstairs

MEMBERS PRESENT

Cllr Dave Hall - Chairman
Cllr Tony Brooks
Cllr Barbara Clarke
Cllr Michelle Woodburn

MEMBERS OF THE PUBLIC

Mr A Eccles (subsequently co-opted as a Councillor)

Mrs Julie Buttle – Parish Clerk

APOLOGIES

Apologies were received from Cllr Martin Carefoot and Cllr Dave Price.
Apologies were noted from PCSO Chloe Pearson and City Cllr Stephen Whittam whose apology was received after the meeting.

APPROVAL OF MINUTES of the Parish Council meeting held on 9th May 2024.

MIN 24/25.23 Members **RESOLVED** that the Chairman sign the Minutes as a true record.
Members **noted** the draft Minutes of the Annual Parish meeting which will be approved in 2025.

TO ACCEPT DECLARATIONS OF INTERESTS

Cllr Woodburn declared a personal interest in the purchase of a Council banner and, as members of Goosnargh & Whittingham in bloom, Cllr Clarke and Cllr Woodburn declared a personal interest in the Best Kept Village items.

PUBLIC PARTICIPATION

MIN 24/25.24 Members **RESOLVED** to adjourn the meeting for public participation during which Mr Eccles introduced himself to the Council and explained his reasons for applying for co-option as detailed on his written application.

Cllr Hall stated that Cllr Rigby's memorial tree had died and he requested that the Clerk make arrangements to replace it. He also stated that the surrounding verge needs mowing. As Cllr Carefoot has done this previously, the Clerk will discuss the matter with him.

Cllr Woodburn questioned if it would be possible to reconsider the appointment of a Parish Lengthsman who could cut the grass regularly and carry out maintenance jobs identified by Goosnargh & Whittingham in Bloom. It was noted that the maintenance contract now included an option to include additional tasks but it was acknowledged that some are too small for Nurture to carry out. It was suggested that members of Goosnargh & Whittingham in Bloom identify the tasks and present a paper to Council detailing the hours required along with a suggested rate of pay.

The meeting was reconvened and Mr Eccles left the room whilst his co-option request was considered.

CO-OPTION VACANCY

The Clerk stated that there had been 2 expressions of interest but only Mr Eccles had followed up with a written application. Members noted that whilst he did not live in the Parish, he had lived on Halfpenny Lane previously and was well informed on parish matters. He had also volunteered to help with the Whittingham Festival.

MIN 24/25.25 Members **RESOLVED** to co-opt and Mr Eccles and he duly signed the Declaration of Office. The Clerk will confirm the appointment with the City Council and arrange an induction meeting.

2023/24 INTERNAL AUDIT REPORT

MIN 24/25.26 Members noted that there were no matters arising on the Internal Audit Report and they **RESOLVED** to approve the Report and pay the £150 fee

Members **noted** that the 2023/24 accounts and audit details have been published and the period for electors to inspect the accounts has been advertised as 10th June to 19th July 2024.

Members also **noted** that the external auditor has advised that Whittingham will be subject to an intermediate level review. The Clerk will send the requested information to the external auditors.

FINANCIAL STATEMENT 1st – 31st May 2024

The Chairman confirmed that the finance and bank statements have been reconciled and noted that the 2023/24 VAT claim has been refunded.

The Clerk advised that the credit for the 2024/25 Precept was incorrect. The City Council have acknowledged their error and an additional payment of £111 will be transferred in June.

ACCOUNTS FOR PAYMENT AND RECEIPTS

MIN 24/25.27 Members **RESOLVED** to note and approve the following invoices already paid in accordance with Standing Order 2023 15 (xii)

DETAILS	PAYEE	AMOUNT	METHOD
Verti drain of football pitch	Danvic turfcare	£300.00	Ref 24
Beacon Drive electric	E-On Next	£7.06	Ref 25
Renewal of Insurance	Clear Insurance	£1,080.45	Ref 26

In approving the above, Members **noted** that E-On had issued a credit note for £10.58 in respect of the May Direct Debit.

Members also **noted** that the Clerk had found a cheaper insurance quote which had a lower level of cover, resulting in the Policy being renewed in accordance with MIN 24/25.16.

MIN 24/25.28 Members **RESOLVED** to **approve the following accounts for payment**

DETAILS	PAYEE	AMOUNT	METHOD
Data Protection Renewal	ICO	£35.00	DD
Clerk Salary June	J Buttle	£1,328.71	BACs
PAYE	HMRC	£405.77	BACs
Employer Nat Ins	HMRC	£141.74	BACs
Pension	NEST	£88.55	DD
May Grounds Maintenance (new rates)	Nurture	£664.62	BACS
E-On bill	E-On	£28.84	DD

PURCHASE OF A COUNCIL BANNER

MIN 24/25.29 Members **RESOLVED** to make a donation of £50 to the company who supplied the Banner. Cllr Woodburn was requested to contact them for an invoice.

BEST KEPT VILLAGE

At the Annual Parish meeting, Goosnargh & Whittingham in Bloom asked if they could place a planter on land at Beacon Drive.

MIN 24/25.30 The Clerk confirmed the land was owned by the Parish Council and Members **RESOLVED** that a planter could be placed there. The planter will be included as a community asset on the Parish Council's asset list.

MIN 24/25.31 Members **RESOLVED** that the circular benches on Goosnargh Village Green – also owned by the Parish Council - could be painted at a cost of £59.94.

The Clerk advised that as Preston City Council owned Goosnargh play area, they had agreed to supply the paint for the fence, providing the Parish Council / Goosnargh & Whittingham in Bloom provided the volunteers and public liability insurance.

MIN 24/25.32 As Cllr Woodburn and Cllr Clarke are Members of the Council and Goosnargh & Whittingham in Bloom, it was **RESOLVED** that a copy of the Parish Council's liability insurance would be sent to the City Council so that members of Goosnargh & Whittingham in Bloom could paint the play area fence.

13th June 2024 - Minutes

PUBLIC RIGHTS OF WAY - RENEWAL OF GRANT APPLICATION

The Clerk confirmed that the bat and bird boxes approved under MIN 23/24.172 had been purchased at a cost of £158.34.

MIN 24/25.33 Members **RESOLVED** to approve payment of the invoices. Members also approved a request for 3 of the bird boxes to be erected in the grounds of the Bowling Club.

MIN 24/25.34 Members considered the details of the 2024/25 scheme and **RESOLVED** to apply for both the PROW Grant (£500) and the Biodiversity Grant (£300)

COMMUNITY INFRASTRUCTURE BUSINESS PLAN

The CIL finance report and Business Plan were approved at the May meeting.

MIN 24/25.35 Members **RESOLVED** to approve the updated quote from Burnley Borough Council in respect of the PROW map and leaflets. The CIL business Plan will be updated to reflect the revised price.

As reported at the May meeting, the Speed Indicator Device on Halfpenny Lane was damaged in a road traffic accident. Unfortunately, details of the vehicle causing the damage were not recorded on the police log, so a claim on the driver's insurance will not be possible. A claim on the Parish Council insurance will incur an excess of £250 and may affect next year's premium.

MIN 24/25.36 Members **RESOLVED** not to submit a claim on the Council's Policy.

MIN 24/25.37 As the SPIDs need servicing and maintenance, Members **RESOLVED** to approve a quote of £650 + VAT for Traffic Technology to attend the site, check and service all 3 SPIDS and determine if a replacement SPID is required. Members stated that they will consider a replacement product at the July meeting, if the SPID is damaged beyond repair.

MIN 24/25.38 Members also **RESOLVED** to approve LCC's quote of £399 to erect a new pole to replace the damaged one.

MIN 24/25.39 Members **RESOLVED** that the unbudgeted repairs will be funded from CIL Interest.

ST JOHN'S CHURCH

Members noted that a Working Group meeting was held on the 23rd May 2024 to discuss the Architect's Inspection Report into the condition of St John's Church and the Feasibility quotes received from Safe Regeneration and North West Design Concept.

During the Working Group meeting, it was stated that whilst the Inspection Report details the current condition of the building, more information is needed **a)** regarding the scale of work required to renovate the Church and **b)** to assess if the works carried out by Homes England have halted the problems in respect of dry rot, water ingress, bird infestations etc.

The Working Group proposed that a meeting take place with NW Design Concept to discuss the additional information required.

The Working Group also discussed the Feasibility quotes, intended to help progress the project to a point where funding bids can be submitted. Concerns were expressed that the quotes had come forward as a result of informal discussions and due to the costs involved - and the risk that the project might not go ahead if Homes England successfully market the building - it was proposed that a procurement process should be followed, where organisations can tender for an opportunity to provide a Feasibility study against identified objectives to cover proposed uses, costs and funding opportunities.

Members were informed that the meeting regarding the Inspection Report did not take place, however, Cllr Price had prepared 2 papers **1)** detailing Options to take the project forward and **2)** a draft Invitation to Tender – to be issued to potential suppliers – should the Council decide that a Tender was the best way forward.

Members considered the Option paper and the recommendations listed.

MIN 24/25.40 Members **RESOLVED** that the Council

1. immediately, actively and persistently engages with Homes England to get them to carry out remedial work to prevent further deterioration.
2. engages with Homes England to get them to progress a redevelopment initiative of their own to secure the long-term future of the church.

Members also considered the Invitation to Tender paper and confirmed the tendering process should take into account the

- a. The Concept Paper agreed by Council on 12 October 2023,
- b. Possibilities offered by including the Hermitage building,
- c. The overall aspirations of the Council to ensure a viable building for community use.
- d. Other ideas not currently identified that might arise in the process.

MIN 24/25.41 Members **RESOLVED** that the Council delegate the fine tuning of the 'Invitation to Tender' to the Clerk and Cllr Price who are instructed to seek advice on

1. the content of the Tender document
2. the procurement process to follow
3. where best to advertise the document.

Members **noted** that there was no need to make a financial commitment until Tender responses have been received and evaluated, but it should be recognised that once a tender proposal has been accepted, the investment in a Feasibility Study could prove to have been unnecessary if Homes England are able to progress a successful initiative of their own.

MIN 24/25.42 Members **RESOLVED** that should the Tender process result in the development of a Feasibility Study it will be financed from CIL (Community Infrastructure Levy) funding.

SUMMER NEWSLETTER

Members **noted** that the Summer Newsletter is due to be released following the June meeting.

MIN 24/25.43 Members **RESOLVED** that it should include Councillor updates, the Annual Chairman and Finance Reports and an update on CIL items and an article from Goosnargh & Whittingham in Bloom.

PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

MIN 24/25.44 Members **RESOLVED** not to make a formal representation on the following applications.

06/2024/0360 First floor extension and detached garage at Hunters Green, Short Lane.

06/2024/0440 Construction of a new vehicular access for agricultural use off Tansy Road

06/2024/0497 Vary the surface water drainage condition at Swainson Farm, Goosnargh Lane.

06/2024/0524 extensions including a rear dormer extension at 29 Parkgate Preston

06/2024/0547 refurbishment and extension of North Lodge to include site boundary alterations

In respect of application **0440** Members **noted** the application was to allow agricultural access to the field. In view of this, the Clerk will try to progress the addition of a woodland walk around the field perimeter.

In respect of application **0547** given the local heritage listing of North Lodge, Members stated they were pleased to note that the applicant will be preserving the external appearance, including the circular turret. It was noted that the extension will be more modern in design but as the development needs to 'blend in' with the new housing estate, members agreed to leave the design / visual impact to planning officers.

06/2024/0522 Two storey side, single storey rear, roof extension, raising the height of the roof and erection of a separate outbuilding / garage at Dean Hollow, 176 Whittingham Lane.

The above application was received after the agenda had been published however, the Clerk had emailed a summary. As the proposal appears to be contrary to the Rural Development SPG as it will increase the volume of the original building by more than 50%, an objection will be submitted by the Clerk.

Members considered a letter expressing concern that several 7 portacabins have been placed on land adj to 97 Halfpenny Lane.

MIN 24/25.45 Members supported the concern and **RESOLVED** that the Clerk submit a query to the planning department.

NOTE NEW CORRESPONDENCE

Cllr Hall advised that he attended the Preston Area Committee meeting on the 5th June 2024 along with representatives from Broughton, Barton and Grimsargh. In response to points made, County Cllr Rigby will be asked to find out why LCC are not using SPID data and the newly elected Police Crime Commissioner Clive Grunshaw, will be requested to attend the next PAC meeting to explain any changes to the Road Safety Partnership. An update on the Local Plan will also be requested.

Cllr Hall explained the St John project to PAC members and an officer from LCC's Community Project Team will contact the Clerk.

Lancs County Council have escalated the Parish Council's request to include a 'date of issue' on Traffic Regulation Orders and an update will be requested.

Members **NOTED** the following temporary road closures

- Langley Lane, Inglewhite on **17/06/24** to enable Openreach on behalf of British Telecom to carry out pole testing works.
- Goosnargh Lane, Goosnargh from **23/07/24** to **25/07/24** to enable Network Plus on behalf of United Utilities to install a new customer connection works to take place.
- Whittingham Lane, Grimsargh on **14/08/24** to enable Openreach on behalf of British Telecom to carry out pole replacement works. The Clerk will raise concerns regarding the proposed diversion along Brabiner Lane.

LCC have replied that they have taken comments on board in respect of the formal diversion routes during the widening of Skew Bridge and they will notify the Council of the preferred routes as part of the formal TTRO process.

DATE OF NEXT MEETING

Thursday 11th July 2024 at 7.15pm in Goosnargh Village Hall.

END