



WHITTINGHAM PARISH COUNCIL
Minutes of the Parish Council Meeting
on Thursday 14th Nov 2024 at 7.15pm
in Goosnargh Village Hall – downstairs

MEMBERS PRESENT

Cllr Dave Hall - Chairman
Cllr Barbara Clarke
Cllr Anthony Eccles
Cllr Dave Price
Cllr Michelle Woodburn

MEMBERS OF THE PUBLIC

County Cllr Susan Whittam
City Cllr Steve Whittam
Terry Witter – Whitechapel Village Hall
Miranda Radford – Agricultural Show
Sue Brown – The Square Christmas tree
Mr & Mrs Kellett – Goosnargh planning application
Mrs Julie Buttle Parish Clerk

APOLOGIES

Apologies were received from Cllr Tony Brooks and were noted for Cllr Martin Carefoot.

APPROVAL OF THE MINUTES OF THE COUNCIL MEETING HELD ON 10TH OCT 2024.
MIN 24/25.90 Members **RESOLVED** that the Chairman sign the Minutes as a true record.

TO ACCEPT DECLARATIONS OF INTERESTS

Cllr Woodburn declared a personal interest in the Best Kept Village agenda item as she is Chairman of Goosnargh & Whittingham in Bloom.

PUBLIC PARTICIPATION

MIN 24/25.91 Members **RESOLVED** to adjourn the meeting for public participation.

County Cllr Whittam queried the agenda information regarding the situation with the barrier to be installed on Cumeragh Lane. The Clerk confirmed the information was copied from LCC's email and offered to forward the email trail to County Cllr Whittam.

County Cllr Whittam informed those present that there would be 2 information events regarding the proposed expansion of Goosnargh Oliverson's School. The events will be in Goosnargh Village Hall at 6.30pm on the 20th and 27th November. The Clerk confirmed the details are on the Parish Council website.

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 with Homes England.

Terry Witter from Whitechapel Village Hall addressed the Council in relation to an agenda request for funding. He explained that the Village Hall Committee was providing £30,000 to install solar panels but require additional funding to improve the toilets. They expect the project to also be in the region of £30,000 and hope to secure £20,000 funding from the Lottery. Due to the disparity of CIL amounts, the Committee wondered if Whittingham Parish Council would consider using their CIL monies to invest in projects outside of their artificial boundary.

In response to a question, Mr Witter stated that the Trustees have an investment strategy for the Hall but the Management Committee sort out the funding. The Clerk confirmed that whilst Goosnargh Parish Council had resolved to make a contribution to the solar panels, their CIL funds were significantly less than Whittingham's. The Chairman confirmed the request would be considered under the agenda item.

Sue Brown stated that the residents would like to erect a Christmas Tree at The Square. The tree and lights will cost £150 but as £50 is available from the Cumeragh Residents Association the donation request is for £100. In response to a question, it was stated that the Residents Association was being discontinued. The request will be considered under the agenda item.

The Clerk also stated that a member of the CRA had advised that they intended to use the remaining bank funds to replace the 'wooden sleeper' planters. As it had been clarified that they will be on the same footprint, there were no reasons for the Council to object.

Mr & Mrs Kellet wished to address the Council regarding planning application 06/2024/0966 for a new dwelling at Horns Lane. The Clerk confirmed the application wasn't on the agenda as it is in Goosnargh Parish, who will be considering it at their meeting on the 25th November. The Clerk will forward a copy of the agenda.

Miranda Radford explained that it costs £53,000 to host the Goosnargh & Longridge Agricultural Show. She explained that the craft & baking section has an increased number of entrants who are awarded certificates and rosettes. To reduce some of the running costs they wish to replace disposable paper table cloths with washable ones and would like to request a grant of £250.

In response to a question regarding other funding sources, it was stated that Longridge Town Council donates to the overall show costs. County Cllr Whittam stated that County Cllrs have a small funding pot available to help community events and it may be worth approaching County Cllr Swarbrick. The Chairman confirmed the item would be considered under the 2025/26 budget increases.

Cllr Woodburn asked if it was possible to use CIL funding to replace the benches outside the shops and in the City Council play area. A permanent flower basket was also requested at the bus shelter. All the items may be considered under the CIL business plan.

As there were no other matters raised, the meeting was reconvened.

FINANCIAL STATEMENT 1st – 31st Oct 2024

The Chairman verified that the bank and finance statements had been reconciled. Members signed the forms and provided ID in connection with the transfer to Unity Bank.

ACCOUNTS FOR PAYMENT

MIN 24/25.92 Members **RESOLVED** 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

COMMUNITY INFRASTRUCTURE LEVY

a) CIL FINANCE PLAN

Members **NOTED** the October CIL income of **£48,036.82**. The Clerk stated that a query has been lodged with the City Council regarding the lack of CIL monies relating to the Swainson House Farm development. Preston City Council have replied that the developer (McDermott Homes) was able to carry out some works without triggering CIL but the City Council have reminded them to submit a commencement notice once they start work on the foundations. Notwithstanding that, the CIL monies will not be received until April 2025.

MIN 24/25.93 Members **RESOLVED** to approve the CIL Finance Report to date.

b) CIL BUSINESS PLAN

Members **NOTED** the following updates on the CIL Business Plan

- LCC are yet to provide the invoice for the replacement SPID pole as the matter is still being pursued through the driver's insurance
- Estimates for the wet pour under the play tower at Cumeragh Village are subject to ongoing discussions with companies specialising in drainage and wet pour surfaces.
- Preston City Council have agreed to a meeting to discuss the proposed gym equipment. Cllr Woodburn stated she was available on the 22nd November.

- Cllr Eccles volunteered to meet the Clerk, Alan Todd of Homes England and Ian Wright of LCC Treescapes regarding the creation of the woodland walk along the frontage of Cumeragh Lane and Whittingham Lane on the 20th November.
- The Scouts stated a preference for their own building rather than a shared building in the school grounds. The Clerk is working with them to find some available land.
- The Tennis Club provided a written update since the flood lights were installed.

MIN 24/25.94 Members **RESOLVED** 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.

It was confirmed that 3 quotes had been provided for the benches which are made from recycled plastic, making them hard wearing and maintenance free.

MIN 24/25.95 To reduce delivery costs, it was **RESOLVED** to add a further 6 benches to category 1 of the CIL Business Plan – 2 at the Goosnargh village shops and 4 at the City Council play area – subject to agreement by the City Council.

WHITECHAPEL VILLAGE HALL – NEW CIL REQUEST

Members considered the information provided in relation Whitechapel Village Hall.

Whilst the CIL disparity between Goosnargh and Whittingham was noted, it was stated that the disparity is due to the amount of new development in Whittingham and given a choice, Whittingham Parish Council would prefer to have less development and less CIL monies. However, as CIL has been received, and as the Parish Plan confirms the intention to create one community regardless of where they live, CIL could be used to enhance facilities used by residents in a neighbouring parish.

MIN 24/25.96 Members **RESOLVED** to

- a) confirm that CIL could be used to improve facilities in a neighbouring parish on this occasion
- b) add the proposal to improve the toilets at Whitechapel Village Hall to category 2 of the CIL Business plan. For clarity, no funding has been promised or proposed as the amount is subject to the Village Hall providing further information relating to costs and the success of other funding applications

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.

MIN 24/25.97 Those enquiries have been completed and it was **RESOLVED** that the Clerk, Chairman and Cllr Price attend a meeting to discuss the project with the City Council Procurement officer on the 25th November.

Members were also informed that the Hermitage building will be marketed by the end of November. A site meeting may be arranged as soon as the sale particulars are released.

The Clerk has received correspondence indicating that a consultation will be held shortly regarding the next development phases at Whittingham Park. As a result, Homes England have been requested to provide an update on **a)** their development plans for St John's Church **b)** confirmation of when they last carried out any maintenance on the building and **c)** whether they checked the surface water drainage situation with Barratts.

PARISH PLAN

Members noted the actions and updates on the Parish Plan which was adopted in June 2023.

MIN 24/25.98 It was **RESOLVED** that the Clerk contact the City Council to request an itemised list of the number of bins in the parish, along with emptying details, so that the provision of new bins can be considered as a CIL expense.

14th November 2024 - Minutes

BEST KEPT VILLAGE REPORTS / REQUEST FOR LENGTHSMAN

Members **noted** the results of the Best Kept Village entry and thanked all of those involved for their efforts.

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

There was a desire to continue with the entry as it fits in with the Parish Plan vision for the parish to be an attractive place to be proud of and enjoy.

In June 2024, Members noted that whilst the existing grounds maintenance contract includes provision for one off, additional tasks, it does not cover the regular watering and pruning of plants or the painting and cleaning of assets – all of which are relevant to the BKV entry and can be carried out by a Parish Lengthsman. With the above in mind, the BKV group presented a report outlining the tasks required, the proposed time commitment and a suggested hourly rate.

MIN 24/25.99 It was **RESOLVED** to carry out some additional research into contracting a Lengthsman with a view to considering the role alongside the renewal of the Grounds Maintenance contract in January.

The Clerk clarified that as the suggestion needed further work, the cost could not be added to the 2025/26 budget, however, as the intention was to improve the infrastructure and appearance of the parish, the expense could be funded from CIL interest during 2025/26.

MIN 24/25.100 Members noted the comments and, should the project go ahead, Members **RESOLVED** to fund the contract from CIL interest on the understanding, that if CIL interest drops below the amount required to fund a contract, Members can make a decision to add the cost of the contract to a future budget.

CONSIDERATION OF 2025/26 BUDGET ITEMS

Members considered the Budget Report which showed estimated expenditure against the 2024/25 budget and the proposed increases for 2025/26 including an inflationary increase to spinal pay points and additional NI costs following the Government's budget.

MIN 24/25/101 Members noted that there was an unallocated amount under grants and donations and further to the information presented during public participation, **RESOLVED** to allocate £100 to the CVRA Christmas Tree.

MIN 24/25/102 Members considered the proposed budget increases and **RESOLVED** that the Unity Bank Charges will be deducted from the bank interest and the Microsoft 365 charges will be funded from the misc costs which includes Cllr expenses.

MIN 24/25/103 Further to the presentation during public participation, Members **RESOLVED** to increase the Agricultural Show donation to £250.

MIN 24/25/104 Members **RESOLVED** to add an additional £90 to S137 expenses to fund lamp post poppies – noting that the Parish Council will be responsible for the erection and appropriate risk assessments.

The presented budget was for £46,220. This will be increased to **£46,310** to allow for the increase in S137 expenditure. The information will be presented back to Council in January so that the Precept can be confirmed.

PLANNING APPLICATIONS - CONSIDERED UNDER DELEGATED AUTHORITY

MIN 24/25/105 Members **RESOLVED** they had no objections to the following applications

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

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

Members have been informed that the City Council are not taking any action in relation to the portacabins stored on Halfpenny Lane and the application for 7 dwellings on the frontage of Ashes Farm, Halfpenny Lane has still not been determined.

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.

MIN 204/25/106 Members noted the consultation and **RESOLVED** to comment in support of PAP TT12 which states they will try to ensure enforcement measures in respect of on-street parking are implemented by the Police and City Council.

NOTE NEW CORRESPONDENCE

Members **NOTED** the following items of new correspondence or concern received since the issue of the agenda.

Following the delivery of the Parish Newsletter, the Clerk has replied to a query regarding the ownership of the Affordable Homes on Rogerson Gardens.

The ownership of a tree at the Elan Homes site is also being investigated.

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.

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. Members may reply individually to the consultation which closes on the 19 December 2024.

Members were issued with No Cold Calling stickers and the Clerk will check the progress of the consultation to be issued by LCC.

The Chairman advised that he attended a meeting of the United Charity on the 5th Nov and laid a wreath and read a lesson at the Remembrance Day service which was advertised in the Parish Council Newsletter.

INFLATIONARY PAY INCREASE

As the item related to an employment contract, although no members of the public were in attendance, it was **RESOLVED** that the public should be excluded under the Public Bodies Admission to Meetings Act 1960.

The Clerk is employed subject to the National Joint Council (NJC) terms and conditions for Local Government staff. New pay scales have been released which can be used with immediate effect - with back pay to be calculated from April 2024.

MIN 204/25/107 Following a query relating to the Clerk's employment contract, Members **RESOLVED** that Cllr Price considers the payment of back pay with the Clerk.

MIN 204/25/108 Members further **RESOLVED** that Cllr Hall and Cllr Price will conduct the Clerk's appraisal prior to the January meeting.

DATE OF NEXT ORDINARY COUNCIL MEETING

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

END