

WHITTINGHAM PARISH COUNCIL
Agenda for 8th January 2018
At Whittingham Sports & Social Club at 7.15pm

1 APOLOGIES

2 APPROVAL OF MINUTES of the meeting held on 11th December 2017.
The Chairman is required to sign the 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 personal / prejudicial or disclosable pecuniary interest in respect of matters contained in this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.

4 PUBLIC PARTICIPATION

Council may be requested to consider adjourning the meeting for public participation – the duration of which will be at the discretion of the Chair.

NOTE: Matters requiring a Council decision or support must be included as a specific agenda item. This must be done 4 at least working days in advance of the meeting via the Clerk to the Council.

Further to the exchange of emails relating to the roadworks on Whittingham Road, LCC have arranged for the contractor to attend the meeting to discuss the questions raised.

5 BUS SHELTERS ON WHITTINGHAM ROAD

An email has been received from LCC stating that a developer wishes to install 2 bus shelters opposite the Prospect development on Whittingham Road. Exact details of the shelters and location have been requested. **Members are requested to consider if they have any comments on the design of the proposed shelters and if the Parish Council would be willing to take over the future maintenance.**

6 CONSIDER PLANNING APPLICATIONS BEFORE COUNCIL

The Parish Council is requested to consider the following applications and make representations to the City Council. Details of the applications will be available at the meeting and can be viewed on www.preston.gov.uk

06/2017/1387 Outline planning application for 6no. dwellings (access applied for only) at Dean Farm Warehouse, Pudding Pie Nook Lane.

06/2017/1400 Outline planning application for 1no. dwelling and new vehicular access (access, landscaping and layout applied for) at Broadfield, Inglewhite Road, Preston

06/2017/1401 Outline planning application for 1no. dwelling (access, landscaping and layout applied for) at Broadfield, Inglewhite Road, Preston,

7 COUNTY COUNCIL BUDGET PROPOSALS

Members are requested to make comments on the County Council budget proposals for 2018/19 which are contained within 3 "Money Matters" Cabinet reports which can be view on the LCC website. A link has been emailed to Members.

8 DECEMBER FINANCIAL STATEMENT

The Chairman is requested to reconcile the statement of accounts with the bank statements for the end of December.

9 QUARTERLY BUDGET ANALYSIS 2017/18

Members are requested to consider the 3rd quarter budget analysis (April to December), approve any virements between budget headings and consider any budget items not yet committed for expenditure. As the December bank statements have not yet been received, the analysis will be presented at the meeting.

10 SLCC MEMBERSHIP

Members are requested to renew the Clerk’s membership to the Society of Local Council Clerks. As the Clerk works for 2 Parishes it is proposed that the membership cost of £165 is equally shared by both Parishes at £82.50 each. Members are requested to note that this amount does not include a £30 subscription to the Union element of the Society as this amount is paid separately by the Clerk.

11 GENERAL DATA PROTECTION REGULATION

New regulations come into force in May 2018 in relation to data protection. Under the regulations, Councils will be required to have a data protection officer and complete privacy impact assessments. The SLCC are organising a training course for Clerks at a cost of £25. **Members are requested to approve payment for the Clerk to attend the course on the 18th January.** It is not yet clear if the cost is per Council or per attendee, if the latter, the cost will be shared with Woodplumpton.

12 ACCOUNTS FOR PAYMENT

Members are requested to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Clerk Salary	J Buttle	£426.67
Tax / National Insurance	HMRC	£78.60
1/4ly Admin Expenses	J Buttle	TBA
CCTV Village Hall (CIL)	Snape Security Systems	£720.00
Christmas tree	Barton Grange	£348.00
1/4ly play area inspection fee	Barton Grange	£390.00

13 CIL ITEMS

Members are requested to NOTE the updates on the attached CIL Business Plan. Members are also requested to note that Taylor Wimpey made a community donation of £100 to the Parish Council as part of their “12 days of Christmas Campaign”. The Clerk has requested that Taylor Wimpey attend a future Parish Council meeting to update the Council on the site – particularly in relation to the Travel Plan arrangements.

14 REVIEW OF FINANCIAL REGULATIONS AND COMPLAINT PROCEDURES.

It is recommended that the Standing Orders and Financial Regulations are reviewed regularly with a minimum interval of 4 years. Members considered the Standing Orders at the December meeting and a copy of the Complaint Policy referred to in SO 37 is attached for consideration. **Members are requested to consider the Complaint Policy and the attached Financial Regulations which were last approved in October 2015.**

15 NOTE NEW CORRESPONDENCE

Members may be requested to NOTE any new correspondence received since the issue of the Agenda.

16 DATE OF NEXT MEETING

The next meeting is scheduled for **Monday 12th February 2018 at 7.15pm.**