

WHITTINGHAM PARISH COUNCIL
Agenda for 12th March 2018
At Whittingham Sports & Social Club at 7.15pm

1 APOLOGIES

- 2 APPROVAL OF MINUTES** of the meeting held on 12th February 2018.
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

The meeting may be adjourned at this point to listen to any representations from the public, police, or community groups wishing to bring matters to the attention of the Council. If individuals wish to speak on an Agenda item this is the time when it should be done. **This will be a time limited session up to 20 minutes** which can be extended 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.

5 WHITTINGHAM RD ROADWORKS AND DEVELOPMENT

Members are requested to NOTE that the City Council have not yet replied regarding the difficulties with contractors parking on Halfpenny Lane while construction work continues, nor have they clarified who is responsible for reinstating the grass verges.

Migoe have now responded to the points raised following the January meeting – see red text on the two sided attached email - and they have advised that the resurfacing of Whittingham Road will take place between the 21st July and 15th August. **Members are requested to comment on the dates.**

With regard to the proposed bus shelters, LCC have replied that the shelters will encourage residents to use the bus service as it would be more attractive than standing exposed to the weather, thereby encouraging sustainable transport instead of the private car, which is the aim of the National Planning Policy Framework.

In terms of the local bus services, these are being reviewed by the Public Transport team with regards to all the developments in the area and how best to serve them.

Laybys would be considered at outline planning stage as the laybys would need to be accommodated on the development site frontage. Bus operators do not always favour lay-bys as they can disadvantage the bus service which cannot get back onto the carriageway. LCC do not normally ask for laybys apart from on principal roads and then usually only part laybys that allow buses to get back into the traffic stream.

Members are requested to consider if they now wish to comment on the proposed shelter or its maintenance.

6 WHITTINGHAM HOSPITAL SITE

At the February meeting, Members were informed that a new consultant team has been appointed to progress the development of the Whittingham Hospital site. A Stakeholder meeting took place at the end of February and **Members are requested to discuss the attached plan which will be presented by Cllr Lewis.**

7 LONGRIDGE NEIGHBOURHOOD PLAN

Longridge Town Council has made a Neighbourhood Plan submission. **Members are requested to consider any proposals which may have an impact on Whittingham.** The document can be viewed on this link

www.ribbonvalley.gov.uk/download/downloads/id/11425/consultation_statement.pdf

Members are also requested to consider how to progress the appraisal of facilities and services in Whittingham Parish using the large plans promised by the City Council.

8 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

06/2017/0941 Outline planning application for up to 101 dwellings following demolition of 126a Whittingham Lane.

Members objected to this application in October 2017 but due to the absence of a 5 year housing supply it is likely to go to committee in April with a recommendation to be approved. An email has been received from an objector asking whether the Parish Council wishes to make any additional representations. **Members are requested to consider the request.**

06/2018/0172 Reserved matters application (namely appearance, landscaping, layout and scale) pursuant to outline planning permission 06/2016/1266 for 1no. dwelling on Plot 2 Belmont Farm, Inglewhite Road

06/2018/0183 Agricultural building at Wyresdale, Camforth Hall Lane, Preston

9 2017/18 INTERNAL AUDIT REQUIREMENTS

In order to comply with Audit Requirements and Finance Regulations, **Members are required to review the following enclosed documents** and confirm that they are up to date and appropriate to the Council's requirements.

- A. Risk Management Plan and Policy Statement
- B. Risk Management Assessment Register
- C. Council's Asset Register

Members are also required to approve Mr Slade as the Council's Internal Auditor and comment on the **Terms of Reference** and suggested **Methodology for Internal Control**. The audit procedures are summed up in the **Effectiveness of the Internal Audit** which should show that the Council has considered the financial procedures, audit requirements and risks.

10 2017/18 FINANCIAL STATEMENT

The Chairman is requested to check the statement of accounts against the bank statements for the end of February.

11 ACCOUNTS FOR PAYMENT

Members are requested to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Clerk Salary	J Buttle	£426.47
Tax / National Insurance	HMRC	£78.80

12 2018/19 E-ON ELECTRICITY CONTRACT

The Council has a one year fixed price plan with E-ON for the electric supply to the Millennium garden. The contract needs renewing before the 14th April. **Members are requested to renew the current arrangements and confirm the one year term.**

13 2018/19 GREEN SPACE MAINTENANCE

Members are requested to NOTE that due to annual leave commitments, officers are unable to attend the March meeting to discuss the long term maintenance of Goosnargh Village Green, however, they should be able to attend the April meeting.

Annual Inspection - Further to **MIN 136**, the ownership and usage sign for Cumeragh Play area has been ordered and Members are requested to authorise the Annual Inspection for 2018/19. **Members are requested to consider the quotes obtained.**

Weekly Inspection - Members will recall the difficulties in securing a contractor to carry out the weekly inspections which are currently being carried out by Barton Grange.

Members are requested to confirm the arrangements for 2018/19.

14 2018/19 GRANT REQUEST

Bowland Pennine Mountain Rescue Team have requested funding in relation to their work in the Forest of Bowland and surrounding areas. Previously Members have made a donation of £150 under S137 of the Local Government Act. **Members are requested to consider if a donation should be presented at the May Annual Parish Meeting.**

15 CIL UPDATES

- **Police Office** – The Village Hall Trustees have forwarded an email from the police confirming that they will pay for the hire of the police office. The email states that the police will reclaim the current invoice and last year's arrears from the Parish Councils. **No action can be taken until the police request the payment.**
- **Solar SPID** - LCC have asked more questions regarding the SPID installation so the Clerk has arranged to meet a new contact to discuss the more technical details.
- **War memorial** – Awaiting a quote for the work to the surround
- **Litter bins** – PCC have confirmed they are nearing the completion of their existing audit and will soon be in a position to advise on any new bins
- **Parish Boundary signs** – more details and quotes are being sought for the Parish Boundary signs
- **Circular walks** – walks to be inspected once the weather improves
- **Travel Plans** – LCC have referred our letter to the Director of Community Services but they have not replied with anything of value, however, David Wilson Homes (Mosses) have now sent details of their appointed a Travel plan co-ordinator. There is still no reply (or cheque!) from Taylor Wimpey.

16 TRANSPORT INFORMATION CENTRES

LCC are proposing to close the TIC at Preston Bus Station as detailed on the attached email. **Members are requested to advise if they wish to respond to the consultation.**

17 PRIORITY SERVICES REGISTER

Members are requested to consider the attached email regarding a registration system for vulnerable utility users. To complete the survey, **Members are requested to advise if they have heard of the scheme or wish to promote the details in the Parish.**

18 NEWSLETTER

The Parish Council Newsletter needs to be issued in April to advertise the Annual Parish Meeting on the 14th May. A link to the environment agency will be provided regarding septic tank regulation. **Members are requested to suggest some other articles.**

19 NOTE NEW CORRESPONDENCE

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

20 DATE OF NEXT MEETING

The next meeting is scheduled for **Monday 9th April 2018 at 7.15pm.**