

Whittingham Parish Council
Agenda - Annual Parish Council Meeting
9th May 2016 at Goosnargh Village Hall
After the Annual Parish Meeting (commencing at 6.30pm)

1. ELECTION OF CHAIRMAN

Attention is drawn to Standing Order 8 (b) *No person shall be nominated as Chairman of the Council if they have acted as Chairman of the Council for 2 years immediately prior to the Annual Parish Council Meeting.*

Members are requested to note that the current Chairman Cllr Hall was elected in 2014 and his term of office is due to expire. Nominations for Chairman may be accepted on the night and if no nominations are received, Standing Orders may be suspended to allow the reappointment of Cllr Hall. **Members are required to elect a Chairman for the next 12 months. The appointed Chairman is required to sign a Declaration of Acceptance of Office.**

2. ELECTION OF VICE-CHAIRMAN

Members are requested to elect a Vice-Chairman for the next 12 months.

3. APOLOGIES

Members are reminded that if a Councillor is absent for 6 consecutive months an apology must be approved by Council prior to the 6 months elapsing or the Councillor is disqualified.

4. APPROVAL OF THE MINUTES of the meeting held on 11th April 2016

The Chairman is required to sign the Minutes as a true record.

5. 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.

At the start of each municipal year Members are requested to check, and update their notification of interest forms copies of which will be available at the meeting.

6. APPOINTMENT OF REPRESENTATIVES

Members are reminded that Parish Council Committees are subject to the same rules as Ordinary Council meetings in that the meeting must be advertised, open to the public and minutes must be taken. Committees can be formed at any time in the municipal year. Currently no committees are formed.

Members are requested to consider whether there is a need to form a committee and if so, agree and appoint the number of Members.

Members are reminded that individual Councillors may attend external agencies and community meetings but when doing so, ***they must not make decisions, or support or object to a project on behalf of the Council.*** If a Councillor publicly expresses a personal opinion on a matter before it has been considered by the Council, best practice would be to declare the interest at the next available Council meeting.

Members are requested to confirm the following appointments

- **Preston Area Committee** – 3 members. Cllr Hall, Cllr Mills and Cllr Lewis
- **Trustee to Goosnargh Village Hall** – 1 member. As the situation regarding whether a holding Trustee can also be an active Trustee, it is recommended that this position is not filled until the position is clarified.
- **Trustee to Goosnargh & Whittingham United Charity** – currently Cllr S Hunter **Min130**

7. ADMINISTRATION

Members are asked to confirm the following administrative / financial procedures

- Members are reminded that disability legislation requires the Council to make its meetings accessible to all. **Currently meetings are held upstairs at Goosnargh Village Hall on the 2nd Monday at 7.00pm.**
- On the 30 January 2015, The Local Government (Electronic Communications) (England) Order 2015 came into force. The Order enables a Member to receive the summons for a Council meeting by email. **The Agenda Notice must still be displayed on the Notice Boards and as not all Members are on email, it is suggested that the Agenda is still 'hard copied' and delivered by hand.**
- Members are requested to renew the following items delegated to the Clerk under S101 of the Local Government Act 1972
 - Make routine decisions
 - consult with the appropriate Parish ward Councillor before making representations on planning applications
 - deal with emergencies
 - spend small sums of money - not to exceed £100
 - grant a dispensation to Members - in circumstances where the number of Members prohibited from participating, would impede the transaction of the business
- Members are requested to approve the granting of a Dispensation to all Councillors for consideration of matters pertaining to the budget or Precept under S33 of the Localism Act 2011. The period of dispensation is not to exceed 4 years.

8. 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. This will be a time limited session up to 20 minutes. This 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. **If individuals wish to speak on an Agenda item this is the time when it should be done.**

9. TO 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

06/2015/0254 Erection of covered external seating area Alston Arms Inglewhite Road Longridge Preston

06/2015/0323 Listed Building Consent for the installation of a heat pump system at White Farm Back Lane Whittingham Preston

06/2015/0326 1no replacement dwelling following demolition of existing dwelling and outbuildings St Anthonys 734 Whittingham Lane Broughton Preston

06/2015/0770 Outline planning application for 2 dwellings and a new access at Oaklands Farm, Ashley Lane, Whittingham. This application was refused by the City Council and is going to appeal. The Parish Council raised no objection to the proposal and **Members are requested to consider whether to send any comments to the Planning Inspector.**

10. CUMERAGH PLAY AREA WEEKLY INSPECTIONS

Further to the MIN 162 an email has been sent to CVRA regarding a contribution towards weekly inspections. **Members are requested to consider the reply.**

11. FINANCIAL STATEMENT 1st April – 30th April 2016

The Chairman is asked to verify that the financial and bank statements have been reconciled.

12. INSURANCE

The insurance premium has been received at £801.51 comparisons are being sought with other companies. **Members are required to consider the Council's insurance requirements with particular regard to the policy, valuation of the Council's assets, volunteer cover and the level of fidelity guarantee.**

13. NEWSLETTER

Members will be aware that the Newsletter has been printed and delivered to populated areas in the Parish. **Members are requested to discuss any feedback on the Newsletter and its delivery, approve the honorarium to the Clerk for its production and authorise payment of the printing and delivery invoices.**

14. ACCOUNTS FOR PAYMENT AND RECEIPTS

Members are requested to approve the following accounts for payment

Clerk's May Salary	£392.51
May Tax Contributions	£92.40
Jan – March Quarterly Expenses	£46.06

15. WHITTINGHAM HOSPITAL COMMUNITY TRUST UPDATE

Members were informed that the March meeting regarding the Community Trust associated with Whittingham Hospital site was postponed. **Members have requested that the item remains on the Agenda so that an update can be given.**

16. CPRE AGM

The CPRE AGM will be held at 10.30 on Friday 20th May at County Hall, Preston. **Members are requested to advise if they wish to attend.**

17. NOTE NEW CORRESPONDENCE

Members are requested to NOTE that LCC have advised that Back Lane will be closed between Carnforth Hall Lane and Cumeragh Lane on the 19th and 20th May. Further to previous correspondence the boundary commission have confirmed changes to the LCC divisional boundaries. No changes affect Whittingham.

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

18. DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on **Monday 13th June 2016 at 7.00pm** at Goosnargh Village Hall.

END