

**Whittingham Parish Council**  
**Agenda for 8<sup>th</sup> October 2018**  
**At Whittingham Sports & Social Club at 7.15pm**

**1 APOLOGIES**

**2 APPROVAL OF MINUTES** from the 10<sup>th</sup> September 2018 meeting.  
**The Chairman is required to sign the Minutes of the Meeting 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 at least 4 working days in advance of the meeting via the Clerk to the Council.

**5 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](http://www.preston.gov.uk)  
At the time of printing, **NO** planning applications have been received.

**6 5 YEAR SUPPLY / NEIGHBOURHOOD PLAN**

As Members are aware, the City Council does not have a 5yr housing supply and Parishes are **currently** at risk from speculative planning applications. At Preston Area Committee, Members were informed that *because Broughton has developed a Neighbourhood Plan, they only need to demonstrate a 3yr housing supply.* Broughton stated *"We don't want Parishes surrounded by others that have a plan – benefitting from increased CiL and a 3 year housing supply quota – putting an extra burden on those areas that have to comply with a 5 year supply.*

Members may recall discussing NH Plans in Oct 2012, June 2014 and Oct 2017 and on each occasion they decided not to proceed. Broughton submitted their expression of interest in 2015 and it has taken **3 years** for produce a NH Plan ready to be adopted. Although that time may be reduced by working together, starting one now will not have an impact on the current planning situation and by the time the NH Plan is complete, the 5yr supply is likely to be determined by the 'newly revised' Local Plan. It is also worth noting that the 3yr rule only comes into play if the NH Plan allocates additional sites.

Notwithstanding the above, it was stated that some Parishes are meeting with the City Council to discuss allocating sites as part of the Call for Sites process and it was suggested that Parishes producing a NH Plan should help those who have not produced one.

Members should be aware that **if** the current planning applications are approved, the Parish Council will only benefit from 25% of CIL monies (rather than the standard 15%) if the NH Plan is **in place when the works commence.** Obviously, the Parish Council will also need to consider how to spend the CIL monies in accordance with the relevant regulations.

**Members are requested to consider the above information and provide an update on whether they wish to engage in the NH Plan process.**

## 7 GOOSNARGH VILLAGE GREEN STATUE

The Council has been approached by the City Council to state whether it agrees in principle to the erection of a statue in memory of Mr Reg Johnson (of Goosnargh duck fame) on Goosnargh Village Green. Although the land is a Village Green, it belongs to the City Council and they have advised the erection of a statue is permitted development. It is understood that other sites are being considered. If Goosnargh Village Green is selected, they are requesting that Whittingham Parish Council takes responsibility for the insurance, risk assessments and maintenance of the statue. The costs of these items are not yet known. **Members are requested to consider the principle of the idea.**

## 8 EXTERNAL AUDIT REPORT 2017 / 18

In accordance with the Accounts and Audit Regulations 2015 (SI 2015/234), the Notice of Conclusion of Audit and the Certified Agar have been added to the Notice Boards and Website. **Members are requested to NOTE that the external audit has been completed and no issues have been raised.** Payment of the invoice was approved in September.

## 9 FINANCIAL STATEMENT

The Chairman is requested to reconcile the statement of accounts with the bank statements for the end of September. Members are requested to NOTE that CQ 1356 for £15 was cancelled as the Clerk could not attend the training session due to the Holme Fell meeting.

## 10 HALF YEARLY BUDGET ANALYSIS Apr 18 – Sept 18

**Members are requested to consider current expenditure against the budget and assess progress on any items outstanding.**

**NOTE** – as the Agenda has been produced prior to the September Bank Statements being received, the Sept CIL interest and Bank Interest have not been included.

## 11 ACCOUNTS FOR PAYMENT

**Members are requested to approve the following accounts for payment**

DETAILS	PAYEE	AMOUNT
Oct salary	Mrs J Buttle	£430.12
Tax / National Ins	HMRC	£107.40
½ yrly expenses Apr – Sept	Mrs J Buttle	£99.84
Envirocare Grounds Maintenance	Envirocare	£354.00
Poppy Wreath for the war memorial	Royal B Legion	£17.00

## 12 CIL FINANCE REPORT & UPDATE

**Members are requested to consider current expenditure and assess progress on CIL items.**

**Circular walks** – Members stated that the walks are still to be completed.

**Speed cameras** – A further email has been sent to LCC (copied to the SPID supplier) stating that the delay is embarrassing – however, yet again the email has not been acknowledged. I have asked County Cllr Wilkins to intervene.

**War Memorial** – the new surround for the war memorial has been ordered and McMurray Brothers have stated it will be completed by the end of October

**Boundary Signs** – LCC have replied that their preference is to supply and erect the signs in accordance with Highway specifications. As the cost will be cheaper than separately supplying and erecting the signs, **the Clerk has ordered them.**

**Litter / dog bins** – The City Council have stated that the bin at Green Nook Lane keeps being obstructed and removed by a farmer. **Members are requested to confirm a new siting in the Green Nook area.** A bin can be installed at Halfpenny Lane but it will be set on a concrete flag stone to the side of the bench. The cost of the bin and the installation will need to be met by the Parish Council. **Members are requested to confirm this.**

## 13 CONSIDERATION OF 19/20 BUDGET ITEMS

The November meeting will primarily focus on the 2019/20budget. The City Council has been asked to provide an update on commenced planning applications and they have confirmed approx. **£62,200** will be transferred in October. **Members are requested to identify any new budget or CIL items so that an estimate of the costs can be ascertained prior to the November meeting.**

Items already noted include

- Improvements to the War Memorial surround
- Possible Judicial Review for Holme Fell application
- May 2019 Election expenses

A 2019/20 grant application has been received from the Whittingham Festival Committee.

**Members are requested to consider if the grant policy needs to be advertised locally to encourage other local applications.**

#### **14 NEWSLETTER**

**Members are requested to approve the Autumn edition of the Parish Council Newsletter** which includes an update on the major planning applications, arrangements for Remembrance Day and an update on CIL items including the litter bins at Green Nook and Halfpenny Lane. **Members are requested to consider any other articles.**

**NOTE** Holme Fell has not been included at this stage as it is likely that a separate newsletter will be issued at a later date once we know the outcome of the pre-action protocol letter.

#### **15 NOTE NEW CORRESPONDENCE**

**In addition to the items below, Members are requested to NOTE any new correspondence received since the issue of the Agenda.**

- Further to the discussion on the Whittingham Road roadworks during public participation at the Sept meeting, attached is the latest reply from Mr Greenwood at LCC.
- Members have been sent a copy of the information and road closures regarding the new sewer to be installed at the Houghton Green Lane / Whittingham Hospital site. A verbal update will be given following a meeting with the contractor. An email has been sent to LCC strongly objecting to the use of Brabiner Lane during the diversion.
- United Utilities have apologised that they can't make the October meeting – but they have stated they will attend the November meeting.

#### **16 DATE OF NEXT MEETING**

The next meeting of the Parish Council is scheduled to take place on **Monday 12<sup>th</sup> November 2018** at 7.00pm.