

## WHITTINGHAM PARISH COUNCIL

**AN ORDINARY** meeting of Whittingham Parish Council took place on **Monday 14<sup>th</sup> January 2013** at 7.00pm at Goosnargh Village Hall, Preston.

### **Members:**

Cllr Alan Lewis - Chairman  
Cllr Stan Hunter - Vice Chairman  
Cllr Dave Hall  
Cllr Bernard Huggon.  
Cllr Margaret Rigby  
Cllr Lona Smith

### **Members of the public**

0 Members present

Mrs Julie Buttle – Parish Clerk

### **APOLOGIES** Cllr R Mills

### **APPROVAL OF MINUTES of the meeting held on 12<sup>th</sup> November 2012.**

In relation to MIN 101 of the November Minutes, it was confirmed that grant cheques will be presented at the Annual Parish Meeting in May providing the request and amount has previously been considered and approved by Council.

**MIN 107** It was RESOLVED that the Minutes be approved and signed by the Chairman as a correct record.

### **AMENDMENT TO STANDING ORDERS**

**MIN 108** Members RESOLVED to amend the following Standing Orders as follows

#### **SO 38 DELEGATION**

**Add e)** grant a dispensation to Members - in circumstances where the number of Members prohibited from participating, would impede the transaction of the business – including the annual setting of the precept.

**NOTE** As a dispensation must specify the period for which it has effect, this Standing Order will be considered and reviewed at each Annual Parish Council Meeting.

#### **SO 8 ORDER OF BUSINESS - ANNUAL PARISH COUNCIL MEETING**

**Add h)** To consider matters delegated to the Clerk under SO 38

#### **SO 9 ORDER OF BUSINESS – ORDINARY MEETINGS**

**Amend d)** to *accept any Declarations of interests and to consider any written requests for dispensations made in accordance with S33 of the Localism Act 2011. Where a Member has submitted a written request for a dispensation, he must leave the room whilst the request for dispensation is considered by the Council.*

#### **SO16 DISORDERLY CONDUCT**

**Alteration to read a)** All Members must observe the Code of Conduct, which was adopted by the Council on **Monday 9<sup>th</sup> July 2012 (MIN 43/2012)**

Members NOTED that SO 28 INTERESTS will need amending following a Council training session on 'Interests' - yet to be arranged.

### **TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS**

Members declared a pecuniary interest in relation to the setting of the Precept and submitted a written request for a dispensation under S31 of the Localism Act 2011.

**MIN 109** The Clerk considered the requests in accordance with SO 38 and S101 of the Local Government Act 1972 and granted the requests under Section 33 of the Localism Act 2011

### **PUBLIC PARTICIPATION**

No members of the public were present.

## **APPROVAL OF THE 2013/14 BUDGET AND PRECEPT REQUIREMENT**

Members considered Appendix A which itemised the budget requirements following the decisions made at the November meeting under MIN 98.

**MIN 110** Members RESOLVED to approve the budget headings and confirmed the precept as £15,375 for 2013/2014. Although the precept remains the same as last year, Members NOTED that changes to the Council Tax Benefit system *may* decrease the Council Tax Base resulting in a higher contribution from parishioners.

## **GRANT ALLOCATIONS FOR 2013/ 2014**

Members confirmed they had seen the grant advert in the Longridge News and considered the grant requests received to date.

**MIN 111** Members RESOLVED to allocate funding in accordance with the attached schedule. The Clerk will contact the applicants to advise them of the Council's recommendations. In accordance with the Minutes of the May 2011 Annual Parish Meeting, organisations will be invited to the Annual Parish Meeting in May 2013 to receive the funding and provide an update on the organisation's activities.

## **PLANNING APPLICATIONS BEFORE COUNCIL**

Members NOTED that no planning applications had been received.

## **HIGHWAY TRANSPORT MASTERPLAN**

Members NOTED the consultation on the Highway Transport master plan and that exhibitions would be held, but the Clerk did not have any details. Cllr Hall produced a paper containing his thoughts on the consultation. Members stated they would like more time to attend the exhibitions and consider the paper produced by Cllr Hall.

**MIN 112** Members RESOLVED to defer the item until the February meeting.

## **FINANCIAL STATEMENT 2012 / 2013**

The Chairman verified that the accounts and bank statements had been reconciled.

## **SLCC MEMBERSHIP**

**MIN 113** Members RESOLVED to share the cost of SLCC membership with Woodplumpton Parish at a cost of £72.50 each.

## **ACCOUNTS FOR PAYMENT**

**MIN 114** Members NOTED and APPROVED the following accounts already paid in accordance with Standing Order 26 (b) & (c)

CQ 981	Speedi Tree Erection	£50.00
CQ 982	Replacement for damaged cheque to A Cooper for bench repair	£336.00
CQ 983	Xmas tree sign 'Provided by the Parish Council'	£20.41
CQ 984	Clerk December Salary	£336.41
CQ 985	HMRC	£79.20

**MIN 115** Members RESOLVED to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Jan salary	Mrs J Buttle	£336.21
Tax / National Ins	HMRC	£79.40
¼ ly admin & expenses	Mrs J Buttle	£79.42
Millennium Garden	E-On Electric Bill	£49.17
Cutting of Cumeragh Hedge	MK Contractors	£180.00
Cumeragh Notice Board	Greenbarnes	£940.59

## **QUARTERLY BUDGET ANALYSIS 2012 / 13**

Members considered Appendix B - 3<sup>rd</sup> quarter's budget analysis (April to December). Members NOTED that the Cumeragh Village Notice Board has arrived and the Clerk is securing estimates for its erection.

Members considered the email from the Friends of Whittingham and Goosnargh Green in relation to the £1000 held in reserves under MIN 49.

**MIN 116** Members RESOLVED to vire £1000 from the 2012/2013 grant balance to fund the request. Members RESOLVED that the funds would be released as soon as the Council receives documented evidence of the costs of the project i.e. a breakdown of the funds and grants received, what the costs were and details of any remaining balance / the amount the budget was exceeded by.

In accordance with MIN 50.2 July 2012 Members considered progress in relation to the play equipment at Cumeragh Village. Members reflected that the matter had been included on the October and November agendas but the CVA had been unable to attend. A request had been made for a balance sheet for consideration at the November meeting but a verbal report was given by Cllr Mills. Members NOTED that the Clerk had obtained examples of grant provision in accordance with MIN 99, but Members felt that a representative of the CVA needed to be present at the next meeting to update on their progress and provide written details of their accounts and constitution before any grant applications were completed.

**MIN 117** It was RESOLVED that the CVA be asked to attend the February meeting.

## **CHRISTMAS TREE DONATION – CUMERAGH VILLAGE**

Under MIN 96 of the November meeting, Members resolved that whoever requests the speedi-tree equipment will be responsible for providing the tree. Members noted that a tree was donated to the CVA last year but this year the cost was £50. Whilst members acknowledged that it had not been possible to request any funding prior to the expenditure being incurred, it was not considered good practice to consider funding requests retrospectively. **MIN 118** Members RESOLVED that in future, any funding requests must come to the Council before the costs are incurred, but the cost will be funded retrospectively this year – providing an invoice is submitted to the Clerk. Cllr Lewis requested his vote be recorded against the resolution.

The Clerk highlighted various difficulties that had arisen in respect of the collection and dismantling of the speedi-tree equipment. Members suggested introducing 'Conditions and Terms of Hire'. These will be printed and circulated for approval at the next meeting.

## **QUALITY COUNCIL**

Under MIN 52 Members expressed an interest in becoming a Quality Council. Members noted the County Training Partnership workshop on the 20<sup>th</sup> June.

**MIN 119** It was RESOLVED that the Clerk reserve a couple of places for attendance by Cllr Lewis and Cllr Hall depending on the time of the event..

## **PUBLIC CONSULTATION DEMENTIA**

**MIN 120** It was RESOLVED that the Clerk include a website link to a consultation raising awareness of proposed changes to the provision of dementia services. This practice will be repeated with other public awareness consultations.

## **NOTE NEW CORRESPONDENCE**

Members NOTED an email regarding Christmas Tree funding and requesting £320 towards planted tubs. The Clerk advised that Christmas Tree funding was already on the Agenda, but the additional request must be included as an Agenda item.

## **DATE OF NEXT MEETING**

**MIN 121** The next meeting is scheduled for **Monday 11<sup>th</sup> February 2013 at 7.00pm.**