

WHITTINGHAM PARISH COUNCIL

Annual Parish Council Meeting

The **ANNUAL PARISH COUNCIL MEETING (AGM)** of Whittingham Parish Council took place on **Monday 13th May 2013** after the Annual Parish Meeting at Goosnargh Village Hall, Preston.

Members:

Cllr Stan Hunter
Cllr Margaret Rigby
Cllr Ruth Mills
Cllr Dave Hall
Cllr Lona Smith
Cllr Bernard Huggon
Cllr Alan Lewis

Members of the public

Cllr Ken Hudson
County Cllr George Wilkins
and community groups representatives
remained for part of the meeting.

Mrs Julie Buttle (Clerk to the Parish Council)

ELECTION OF CHAIRMAN

Members NOTED 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*, (adopted by Council on 12th Dec 2011).

MIN 01/2013 Cllr Lewis accepted a proposal to continue as Chairman. As there were no other proposals, it was RESOLVED that Cllr Lewis be elected unopposed as Chairman. He duly signed the Declaration of Acceptance of Office.

ELECTION OF VICE-CHAIRMAN

MIN 02/2013 Cllr Hunter accepted a proposal to continue as Vice Chairman. As there were no others proposals, it was RESOLVED that Cllr Hunter be elected as Vice-Chairman.

APOLOGIES

Members were reminded that apologies are *recorded* in the Minutes but if a Councillor is absent for 6 consecutive months an apology must be *approved* by Council - prior to the 6 months elapsing. There were no apologies for this meeting.

APPROVAL OF THE MINUTES of the meeting held on 8th April 2013

MIN 03/2013 It was RESOLVED that the Minutes be approved and signed as a true record.

DECLARATIONS OF INTERESTS

Members were reminded of the requirement to update their 'notification of interest' forms and to disclose any personal or prejudicial interests in relation to Council business. **MIN 04/2013** Cllr Lewis declared a personal interest in planning application **06/2013/0216** regarding the tennis court floodlights as he lives near to the tennis courts.

APPOINTMENT OF REPRESENTATIVES

Members were reminded that Parish Council Committees are subject to the same rules as Council meetings in that the meeting must be advertised, open to the public and minutes taken. **MIN 05/2013** Members were happy with current arrangements and RESOLVED not to set up any additional committee meetings but NOTED this can be reviewed at any time during the municipal year.

MIN 06/2013 It was RESOLVED that Cllr Huggon, Cllr Hall and Cllr Mills would represent Whittingham at the Preston Area Committee.

MIN 07/2013 It was RESOLVED that Cllr Mills would continue on the Village Hall

Committee.

ADMINISTRATION

MIN 08/2013 It was RESOLVED that

1. Meetings will continue to be held on the 2nd Monday of the month at Goosnargh Village Hall commencing at 7.00pm unless the Council directs otherwise as specified in Standing Orders, or the Clerk and Chairman agree there is insufficient business to proceed.
2. Where possible correspondence will be sent by email with the exception of the Agenda which will be delivered by hand and displayed in the Notice Boards. The Agenda includes a request for the public to contact the Clerk in advance if disabled access is required.
3. All Councillors may sign cheques – with any 2 to sign
4. The powers delegated to the Clerk under Standing Order 38 were renewed.

PUBLIC PARTICIPATION

No matters were raised.

CONSIDERATION OF TREE REPORT AT CUMERAGH

Members considered the tree report for Cumeragh Village and noted that 2 trees need to be felled and one requires a branch limb to be removed.

MIN 09/2013 Due to the urgent nature of the work it was RESOLVED to delegate responsibility of the works to the Clerk who will establish if planning permission is required, arrange quotes and appoint a suitable local contractor following discussion with the Chairman. It was suggested that Mr Crabtree who completed the tree survey be approached for a quote along with Mr Gornall whose contact details will be forwarded to the Clerk.

PLANNING APPLICATIONS BEFORE COUNCIL

Note - Members are advised prior to the meeting that planning applications can be viewed at www.preston.gov.uk

06/2013/0199 Variation of condition 3 attached to planning permission (06/2009/0008) to allow the use of the flood lights between the hours of 0900 & 22.00 Monday to Friday in the months of April, May & August only Goosnargh Tennis Club Goosnargh Lane, Goosnargh, Preston

The tennis club is set in a primarily residential area and it was felt that if approved, players would continue playing until 22.00hrs but by the time the players have packed away their equipment and are ready to leave, the associated disturbance to residents will continue until much later. **MIN 10/2013** Members RESOLVED to object to the application and suggested that matches begin an hour earlier rather than extending the time at the end of the evening. Members also RESOLVED that if the application was placed before the planning committee, the Chairman would speak against the proposal.

06/2013/0216 Erection of single storey extension to rear of dwelling to form swimming pool Willow Lodge 203 Whittingham Lane Goosnargh.

Members were informed that the application relates to land adjacent Slaters Farm at Whittingham Lane where approval for a bungalow was granted due to the exceptional needs of the applicant. **MIN 11/2013** Members RESOLVED to 'leave to planning' but requested a condition that the swimming pool should not be available to hire and should be for the private use of residents only.

ANNUAL RETURN

The 'end of year' accounts have been completed and Members NOTED a report from the internal auditor which showed no matters arising. The Clerk presented an end of year financial summary to the Annual Parish Meeting and gave Members an end of year report which included an analysis of the expenditure and variances against the budget. **MIN 12/2013** It was RESOLVED that Section 1 (Statement of Accounts) and Section 2 (Annual Governance Statement) be approved and signed by the Chairman and Responsible Financial Officer prior to submission to the external auditors.

FINANCIAL STATEMENT 1st April – 30th April 2013

The Chairman verified that the financial and bank statements had been reconciled. Attention was drawn to an un-cleared cheque for £1000 to FOWGG in relation to a donation to the play area. **MIN 13/2013** It was RESOLVED that the Clerk contact FOWGG and ask for an update on whether the cheque is still needed or whether it can be re-credited to the Council's funds.

INSURANCE

Members NOTED that the insurance renewal had been received for £980.31 and also NOTED an offer from AON (the Council's previous insurers) offering a 30% discount on the last AON premium if the Council returned to them. The new AON premium is proposed at £643.69. Members considered the comparison between both policies and NOTED that AON provided cover based on a population area of 2500 and that electoral services have confirmed that the electorate is 1710.

MIN 14/2013 Members RESOLVED that the Clerk check that the policy covers all the Council's requirements and assuming there are no hidden costs, renew the policy with AON. **MIN 15/2013** The Clerk was also requested to see if the Council could establish a breakdown of the latest statistical information for the Parish based on population, age, gender etc.

ACCOUNTS FOR PAYMENT AND RECEIPTS

As part of the Budget Setting process, Members considered various requests for grants and donations and under MIN 111/2012 it was RESOLVED to award the following payments at the Annual Parish Meeting.

MIN 16/2013

CQ 1008 £250 Goosnargh & Longridge Agricultural Show
CQ 1009 £500 Goosnargh & Whitsuntide Festival Committee
CQ 1010 £200 Bowland Pennine Mountain Rescue
CQ 1011 £200 Marie Curie Cancer Care

MIN 17/2013 Members RESOLVED to approve the following accounts for payment

Clerk's May Salary	£348.36
May Tax Contributions	£82.40
E-ON Electric Millennium Garden	£15.18
Tree Report & Holly Tree Pruning	£240.00
Internal Audit Fee	£80.00

CONFIRMATION OF DATE FOR CONSERVATION AREA MEETING

At the April meeting Members suggested meeting with representatives from the City Council and Grimsargh Parish Council to discuss the procedures, difficulties and merits of establishing a Conservation area. **MIN 17/2013** Members RESOLVED that their preferred date and time was 6.00pm on Monday 10th June prior to the Parish

Council meeting and the Clerk was asked to arrange this.

MESSAGE OF GOOD WISHES

MIN 18/2013 Members RESOLVED to send their best wishes to the Board of the Apple Blossom Festival in relation to the twinning with Whittingham & Goosnargh Festival.

DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on **Monday 10th June 2013** at **7.00pm** at Goosnargh Village Hall

END

Information from the CPRE relating to innovative rural travel schemes was passed to the Chairman for information.