

GOOSNARGH PARISH COUNCIL

The Annual Parish Council Meeting of Goosnargh Parish Council was held on **Monday, 22nd May 2023** at Whitechapel Village Hall at 7.30pm.

MEMBERS PRESENT

Cllr Andrew Butler – Chairman
Cllr Rob Hayton (co-opted)
Cllr Mark Robinson
Cllr Michael Scambler
Cllr Stephen Pike
Cllr Will Platt (co-opted)

PUBLIC

Stephen Thompson - Preston City Cllr
Jessica White - CIL project consultant
Helen Witter - Neighbourhood Watch
5 members of the public
(as noted in the Clerk's notes)
Julie Buttle temporary Parish Clerk

ELECTION OF CHAIRMAN

23/24 MIN 01 Members **resolved** to appoint Cllr A Butler as Chairman for the next 12 months. It was explained that the Chairman traditionally serves 3 years before the Vice-Chairman takes over. The Clerk will ensure sure this is detailed in the Council's Standing Orders which will need updating.

ELECTION OF VICE-CHAIRMAN

23/24 MIN 02 Members **resolved** to defer the appointment of a vice-Chairman until after the co-option process had been completed.

APOLOGIES

The Annual Parish Council agenda informed Members 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 will be disqualified. Apologies were **noted** for Cllr J Singleton.

APPROVAL OF THE MINUTES of the meeting held on 24th April 2023

23/24 MIN 03 Members **resolved** that the April Minutes were a true record and they were signed by the Chairman.

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

There were no declarations of interest.

At the conclusion of the meeting, Members completed new declaration of interests forms and **noted** that any alterations made throughout the municipal year, must be submitted to the Clerk within **28 days** of the change occurring.

CO-OPTION VACANCY

Following the Parish Council elections on the 4th May 2023, 3 vacancies exist – 1 in Whitechapel ward and 2 in St Mary's ward.

23/24 MIN 04 It was **resolved** that Mr Hayton be co-opted to Whitechapel ward.

23/24 MIN 05 It was **resolved** that Mr Platt be co-opted to St Mary's ward

It was noted that former Cllr John Singleton wishes to be co-opted to the remaining vacancy in St Mary's ward.

23/24 MIN 06 As Mr Singleton was not present at the meeting, it was **resolved** that the co-option process be postponed until the June meeting.

ELECTION OF VICE-CHAIRMAN

23/24 MIN 07 Members **resolved** to appoint Cllr R Hayton as Vice Chairman for the next 12 months

2022/23 INTERNAL AUDIT REPORT AND ANNUAL GOVERNANCE AUDIT RETURN

Members **noted** that the Clerk can't complete the AGAR or Internal audit until the bank account details are transferred. To avoid charges and penalties, the external auditor will be advised.

FINANCIAL MATTERS

Members **noted** that the City Council has advised that £2,509.40 CIL monies have been paid into the bank account but this can't be verified without the bank statement. It is also assumed that the Precept has been received. Outstanding payments include

- £289.50 Parish Council Insurance to Zurich
- £27.00 monthly Direct Debit mandate to Easy websites
- £273.67 to Nurture for grounds maintenance
- £200.00 to Jess Wight – consultancy research day.

At the Annual Parish Meeting, Jess White explained her involvement with the CIL trail project. It was noted that whilst the Parish Council have been paying her to complete the heritage research, the Council had not agreed to commission a separate website to host the online maps and data.

23/24 MIN 08 Members **resolved** that Burnley Council be instructed to design the website at a cost of £1500 to be funded from CIL.

PLANNING APPLICATIONS

23/24 MIN 09 Members **resolved** that they had no objections to 3 planning applications [06/2023/0482/483/484](#) for single storey extensions to agricultural buildings at Edenfield Farm on Horns Lane. Members also confirmed they had no objections to [06/2023/0525](#) for the change of use of an agricultural field to a dog walking field on land west of Oak Barn, Goosnargh Lane.

With respect to [06/2023/0475](#) – new agricultural access at Bushells Farm off Mill Lane, Goosnargh, Members understood that the existing access was in use and they questioned whether the new access would have an impact on the heritage area around Bushell House and why kerbs etc were needed if the access was to agricultural land. The Clerk will raise these points with the planning department.

MATTERS ARISING / NEW CORRESPONDENCE RECEIVED BY THE CLERK

Members **noted** the following correspondence received by the Clerk

- a) Invitation to the Motorsport NW rally press day at Myerscough College on the 2nd July
- b) Confirmation that sites have been entered into the Best Kept Village competition
- c) Advance notice that Horns Lane will be closed 7th – 11th August (email sent 26th April)
- d) LCC reply confirming that they are arranging for permanent repairs to be carried out to Inglewhite Road bridge
- e) LCC reply stating that Carron Lane Chevron will be inspected again
- f) Invitation to Cllrs to attend Whittingham Festival on Sat 3rd June. Cllr Pike to attend.

PARISH MATTERS OF CONCERN TO MEMBERS

Members reported a large pot hole at Mill Lane where the road was closed due to a water main issue. Pot holes can be logged on LCC's website but the Clerk will make LCC aware of the issue.

TRANSFER OF CLERK'S DETAILS / PAYMENT

Under the Public Bodies Admission to Meetings Act 1960 members of the public were excluded as the following matter related to a contract of employment.

As the admin alterations are ongoing, the Clerk offered to continue in post under the terms and conditions afforded to the previous Clerk.

23/24 MIN 10 Members welcomed the offer and it was **resolved** that the Clerk prepare a draft contract of employment for signature.

The Clerk has contacted HMRC regarding the conclusion of the 2022/23 tax year and they will forward access codes and security details so that the PAYE system can be accessed.

DATE OF NEXT MEETING – Monday 26th June 2023 at 7.30pm in Whitechapel Village Hall.

23/24 MIN 11 Members **resolved** that meetings will continue of the 4th Monday of the month with no meetings scheduled in August or December.