

Whittington Parish Council

Draft Minutes Parish Council Meeting **by ZOOM Friday 26th June 2020** at 7.00pm

Clerk: Gillian Newton, 14 Marton Drive, Bare, Morecambe, LA4 6RB. 07773678608 gillianhodgson6@gmail.com

Agenda & Full Minutes of meetings available at <http://www.whittingtonvillage.org.uk/blog/parish-council/> &
<https://committeeadmin.lancaster.gov.uk/ecCatDisplay.aspx?sched=doc&cat=13179&path=13175,13177>

Present were Cllrs Hall, Close, Fell, Morgan, Sutherland, Gillian Newton, the Clerk; no members of the public were present during the Parish Council meeting.

Due to the Corona Virus situation most items discussed electronically.

1523 No apologies for absence were received.

1524 Minutes of the Parish Council meeting held on Monday 16th March 2020 (attached) were read electronically and agreed by Cllrs and signed as a true record by Cllr Hall.

1525 Clerk's report – Clerks & Councils Direct Issue 129 May 2020 in circulation.

1526 **PACT.** 1 crime reported during February – Burglary on or near Docker Lane under investigation. 3 crimes reported during March – Violence or sexual offence on or near Church Street under investigation; 2 vehicle crimes on or near Manor Farm under investigation Lancashire Constabulary representative PC 3511 James Hodgson, Lancaster, Lune Valley and Rural Areas. The link to local crime figures available at www.police.uk Lancashire Constabulary>Upper Lune Valley and then your postcode. Contact PC 3573 Rob Barnsley Community Beat Manager or PCSO 7109 Sarah Shepherd morecambept@lancashire.pnn.police.uk Tel: 101 for non-emergencies, or from an internet connected mobile, 112.

Download <https://what3words.com/about-us/> to identify your exact location eg: bus stop at village hall is **surprises:splashes:printers**

1527 Finance

- a) External audit to be completed by PKF Littlejohn LLP on completion of AGAR Part 2.
 - b) Cllrs agreed end of year accounts, bank reconciliation, variation details and completed annual governance statement and Annual Return part 2 and the Receipts&Payments book Signed by Cllr Hall and the Clerk.
 - c) CHEQUE 587 £10 Anne Pettifor internal audit completed June agreed by Cllrs.
 - d) CHEQUE 588 £312.24 BHIB Local Council Annual Insurance due June 1st agreed by Cllrs.
 - e) CHEQUE 589 £100 Whittington Village Hall annual rent for 2018 Invoice 100 dated 10.03.2020 agreed by Cllrs.
 - f) CHEQUE 590 £100 Whittington Village Hall annual rent for 2019 Invoice 100 dated 10.03.2020 agreed by Cllrs.
 - g) CHEQUE 591 £91.62 LALC annual subscription Invoice 2068 dated 03.03.2020 agreed by Cllrs.
 - h) CHEQUE 592 £35.30 G.Newton expenses stationery and ink agreed by Cllrs.
 - i) CHEQUE 593 £180 CASH to G.Newton for Annual Gardening Competition agreed by Cllrs.
 - j) Trophy to be purchased by Cllr Hall for additional Gardening Competition agreed by Cllrs.
 - k) Standing order £ 317.66 6th April G.Newton quarterly wages
 - l) BACS £4,278,65 Lancaster City Council precept request for 2020/21
- Current account Sheet 309 15th June £9,128.39 and Bonus Saver account Sheet 79 15th June £143.94

1528 Planning

- 1.1 19/01509/FUL and 19/01510/LB** Listed building application for works to facilitate the change of use and conversion of barn and shippon to form dwelling (C3) and holiday cottage (C1), erection of a single storey rear extension, installation of replacement roof on existing barn, installation of steel beams and new internal floor, construction of roof on existing shippon and installation of roof lights, installation of windows and doors in existing openings and installation of new internal partition walls for Mr.G. Collinson, Low Hall Farm, Main Street, Whittington, LA6 2NY. **Awaiting decision.**

1.2 19/01590/LB Listed building application for the installation of replacement windows and doors, installation of a first floor, installation of a replacement roof on existing barn, installation of internal staircase and internal partition walls and removal of the side entrance walls for Mr Edward Mackereth, Whittington Farm, Main Street, Whittington, LA6 2NX **Application permitted.**

1.3 120/00185/FUL Erection of a car port to the south elevation and construction of a balcony to the east elevation for Mr&Mrs Hugh Redmayne, Lane Foot House, Kirkby Lonsdale Road, Newton, LA6 2NZ **Application permitted.**

Planning applications available for public viewing at <http://planapps.lancaster.gov.uk/publicaccess/>

1529 Correspondence circulated electronically - LALC/NALC Advice regarding meetings and COVID19 recommendations circulated electronically. **Lancaster City Council** COVID19 recommendations circulated electronically.. **Lancashire County Council** Consumer Alerts – March, April, May and June issues circulated electronically and displayed on noticeboard.

1530 Electronic Communication discussed; collection of parishioners Email addresses to comply with confidential stored data regulations. Distributed by Cllr Fell on “Tiny Letter”. Some, but not all, parishioners have signed up to receive “Whittington News” monthly, unless urgent. Contact Cllr Fell whittingtonparish@gmail.com or malcolm.fell@btconnect.com

1531 Traffic issues <https://www.lancashire.gov.uk/roads-parking-and-travel/report-it/> Flooding reported at Newton Home Lane W462196 works completed; Low Hall Barn corner W462202; The inner corner drainage grid at Low Hall Barn is not registered as a grid. Reported as a flooded highway. City Cllr Scothern reports Highways Dept to undertake work by Autumn 2020. Potholes reported along B6254 entering the village from Kirkby Lonsdale W479564. The Councils response to requests made regarding flooding and highway maintenance is to complete emergency works only due to COVID19 restrictions.

1532 VE 75 Commemoration weekend 8th/9th/10th May 2020 cancelled due to COVID19.

1533 Business introduced by Cllrs; Annual Gardening Competition discussed, to be judged during July by previous year’s winners: Hanging baskets, Containers and tubs, Front gardens and an additional section, to be confirmed. 1st prizes of £30, 2nd prizes of £20 and 3rd prizes of £10. Plus presentation of the Silver Rose Bowl, the Channel Cup, the Consolation Cup and an additional trophy at the Harvest Supper in September, with due regard to COVID19 recommendations.

Parish Assembly cancelled due to COVID19 recommendations.

The Local Government Act 1972 states that ‘for every parish there shall be a Parish Meeting for the purpose of discussing parish affairs and exercising any functions conferred on such meetings by any enactment...’.

A Simple Guide to Parish Meetings

Parish Meetings are quite distinct from meetings of the Parish Council, although the two are often confused.

The confusion arises for several reasons

- if present, the Chairman of the Parish Council must chair the Parish Meeting;
- the Clerk to the Parish Council organises and takes the minutes of the Parish Meeting;
- the Annual Parish Meeting often takes place on the same evening as the AGM of the Parish Council.

Some of the differences are as follows

- **Any person on the electoral register** of the parish is entitled to speak at a Parish Meeting, at a meeting of the Parish Council members of the public may speak only at the Chairman’s discretion.
- With the exception of the Chairman, councillors rank the same as other members of the electorate.
- Agendas for Parish Council meetings must be published three days ahead of the meeting, for Parish Meetings a skeleton agenda is usually published ahead of the meeting, but often items are added up to and even during the meeting.
- Only Councillors may request items to be placed on the agenda of a Parish Council meeting whereas any member of the electorate may do so at a Parish Meeting.
- Any matter pertinent to the parish may be discussed at a Parish Meeting, whereas at a Parish Council meeting subjects for discussion should be limited to those matters on which the council has the power to act (conferred by various Acts of Parliament).
- The press and general public have a right to attend Parish Meetings, but anyone not on the electoral register of the parish is ‘stranger’ and does not have the right to vote.

In a summary

A Parish Meeting is a meeting of the people of the parish.

A Parish Council Meeting is a meeting of the parish councillors.

Source - <http://askyourcouncil.uk/understanding-your-council/parish-meetings-and-parish-polls/>

Cheques this month all signed by Cllrs Hall and Sutherland.

587£10 Anne Pettifor internal audit.

588 £312.24 BHIB Local Council Annual Insurance

589 £100 Whittington Village Hall annual rent 2018

590 £100 Whittington Village Hall annual rent for 2019

591 £91.62 LALC annual subscription

592 £35.30 G.Newton expenses

593 £180 CASH to G.Newton for Annual Gardening Competition

Dates of Meetings in 2020

Monday 20th July to be confirmed

Monday 21st September

Monday 16th November

Meetings held in Whittington Village Hall 7.00pm prompt

Preceded by an open public meeting at 6.45pm