Whittington Parish Council

**DRAFT Minutes** **Parish Council Meeting** **Monday 19th May 2025**

Clerk: Gillian Newton, 14 Marton Drive, Bare, Morecambe, LA4 6RB. 0777 3678608

Agenda & Full Minutes of meetings available on the noticeboard, by request from the Clerk and at <https://www.whittington-pc.gov.uk/>

Audit details by request and at <https://www.whittington-pc.gov.uk/other-documents/>

Present at the meeting: Cllrs Colin Hall, Malcolm Fell, David Hutton, Janet Preston, Ray Woollard and the Clerk, Gillian Newton. Two members of the public attended the meeting.

1. Apologies received from City Cllr Ross Hunter.
2. Minutes of the Parish Council meeting held on Monday 17th March 2025 were read and agreed as a true record and signed by Cllr Hall.
3. Clerk’s report –Clerks and Councils Direct May newsletter Issue 159 available [www.CLERKSANDCOUNCILSDIRECT.CO.UK](http://www.CLERKSANDCOUNCILSDIRECT.CO.UK) Email clerkscouncils@btinternet.com
4. **PACT** No crimes reported during February. 4 crimes reported during March – 1 crime on or near Main Street: Violence and sexual offences which may include offences against the person such as common assaults, grievous bodily harm – under investigation. 1 crime on or near Church Street: Anti-social behaviour which can include personal, environmental and nuisance offences. 2 crimes on or near Manor Farm: Violence and sexual offences which may include offences against the person such as common assaults, grievous bodily harm – both under investigation.

 Lancashire Constabulary representative PC 3511 James Hodgson, Lancaster, Lune Valley Rural Areas. <https://doitonline.lancashire.police.uk/ContactAnOfficer/Create?collarNumber=3511&firstName=James&lastName=Hodgson> The link to local crime figures available at <https://www.police.uk/pu/your-area/lancashire-constabulary/upper-lune-valley/?tab=CrimeMap> 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

1. **Finance**
2. AGAR Certificate of exemption (page 3) agreed by Cllrs and signed by Chair & Clerk
3. AGAR Contact details no difference to last year
4. AGAR Annual Internal Audit Report (page 4) completed by Anne Pettifor
5. AGAR Section 1 Annual Governance Statement (page 5) read, agreed by Cllrs, signed by Chair and Clerk
6. AGAR Accounting Statements (page 6) agreed by Cllrs and signed by Chair and Clerk
7. AGAR Variances agreed by Cllrs
8. AGAR Bank reconciliation agreed by Cllrs
9. AGAR Notice of public rights & publication of Annual Governance & Accountability Return to be displayed on noticeboards and on the website
10. Receipts & Payments, Bank Reconciliation and Register of Assets agreed by Cllrs.
11. Cash Book agreed by Cllrs and signed by the Chair and the Clerk.
12. Transparency requirements – all items of expenditure above £100 highlighted; Details of public land ie: Town Quarry acreage is 1.6 acres, What 3 words is **Voice. Joystick. Letter**
13. CHEQUE 726 £10.00 Anne Pettifor Internal Audit completed agreed by Cllrs
14. CHEQUE 727 £516.00 Clear Insurance Management Ltd – Annual Insurance renewal agreed by Cllrs
15. CHEQUE 728 £59.52 LALC annual subscription renewal agreed by Cllrs
16. CHEQUE 729 £232.80 Christian Douglass Accountants PAYE liability due to HMRC agreed by Cllrs
17. CHEQUE 730 £70.00 Colin Hall S137 raffle prize for V.E.day pie night village event agreed by Cllrs
18. CHEQUE 731 £217.13 Colin Hall paint for railings agreed by Cllrs
19. CHEQUE 732 £160.00 Colin Hall BBQ for railing painters agreed by Cllrs
20. CHEQUE 733 £73.48 Colin Hall paint for railings agreed by Cllrs
21. CHEQUE 734 133.56 Colin Hall food for railings painters agreed by Cllrs
22. Change of signatories mandate form to be completed by Cllr Woolard, signed by Cllrs Hall and Hutton.
23. Precept remittance by BACS Ref: rci11099482 for £6,200.00 as requested.
24. Standing order Clerk’s wages £350.00 for 6th April
25. Standing order HMRC PAYE £87.40 18th April.
26. Direct Debit £36.96 GoCardless Easy Website 1st April & 1st May

Current account as of 31/03/2025 £12,934.46 Bonus Saver Account as of 31/03/2025 £148.59

**1719 Planning**

**24/01181/LB** Listed building application for the replacement of existing timber windows with new hardwood slimline double glazed windows for Mr Mackereth, Whittington Farm, Main Street, LA6 2NX PC comments submitted 21/2/25 Amendments submitted 27/3/25 **Awaiting decision.**

b) **24/01308/RCN** Removal of condition 3 on planning application 01/78/922 relating to occupancy by an agricultural worker for Mrs Christina Altham, Mill Bank, Mill Lane, Whittington, LA6 2DG **Awaiting decision**

c) **24/00842/FUL** Installation of a sewage treatment plant for The Trustees of R.C.North Dec’d, Lune View, Docker Lane, Newton, LA6 2PA Amendments submitted 11/12/24 - revised location plan. Amendments submitted 6/5/25 – revised location **Awaiting decision**

d) **25/00057/AD** Agricultural Determination for construction of an agricultural access track for Mr E Mackereth, Whittington Farm, Main Street, Whittington, LA6 2NX **Prior approval granted**

e) **25/00045/FUL** Erection of a single storey rear extension, replacement of existing glazed roof with slate roof, installation of replacement rooflights for Mr C and Mrs M Cannon, Keerside Farm, Arkholme, LA6 1AP **Application permitted**

f) **23/01488/VCN** Outline application for the erection of 18 dwellings with associated access and change of use of barn to a mixed use comprising a dwelling (C3) and a shop/tearoom (A1/A3)and Relevant Demolition of the existing agricultural buildings (pursuant to the variation of conditions 2 on planning permission 19/00245/VCN to make amendments to the approved scheme) **Permission granted subject to conditions.**

g) **25/00238/FUL** Change of use of barn into dwelling and land into residential curtilage with associated access, parking and landscaping for Edward and Georgina North, Post Box Barn, Kirkby Lonsdale Road, Newton. **Awaiting decision**

h) **21/00636/FUL** Demolition of garage and erection of a dwelling (C3) with associated hardstanding and landscaping, Dene Cottage, Main Street, Whittington, LA6 2NY Amendments March/April/May 2022 **Application Permitted May 2024**

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

**1720 Correspondence LALC/NALC** Training programme 2025: 8/4/25 7-9.30pm Planning for Parish and Town Councils; 24/4/25 10-11.40am Finance for councillors; 13/5/25 7-9pm Whistlestop tour for new councillors and clerks; Training programme e-learning 2025: Understanding precepts; Anti-bribery essentials; Stress management; Mental health awareness; Equality, Diversity and Inclusion; Environmental awareness essentials. **Lancaster City Council** Draft Conservation Area Appraisal consultation [**https://keepconnected.lancaster.gov.uk/whittington-caa**](https://keepconnected.lancaster.gov.uk/whittington-caa)Available online, to view in the Village Hall or by request for a hard copy to the Clerk. **Lancashire County Council** April & May issue of Consumer Alerts sent electronically and displayed on noticeboards. Traffic issues report <https://www.lancashire.gov.uk/roads-parking-and-travel/report-it/report-it-on-the-go/> Hosticle Lane, potholes along B6254 towards Kirkby Lonsdale and Main Street discussed: SpIDs, Rumble strips, 20;s Plenty, Decibel count and LCC speed surveys. Electronic communication update. Contact 3 villages Email wagtailnews@gmail.com whittingtonvillage@gmail.com Footpath linking Church towards Village Hall under discussion. Lune Valley Ramble maintenance completed. Lock down pebbles to be removed. Gap in wall to allow hedging to fill it.Whittington Gardening Competition – Hanging Baskets, Container & Tubs, Front Garden. Prizes 1st £30; 2nd £20; 3rd £10; Judged during summer months.

1. Business introduced by Cllrs:

 Cllr Preston requested personal Emails be removed from the website, agreed by all Cllrs.

Date of next meeting **Monday 21st July** in Whittington Village Hall at **7.00pm**

Preceded by an open public meeting at 6.45pm

Dates of meetings 2025 to start 7.00pm prompt in Whittington Village Hall

Mondays 15th September and 17th November

Dates of meetings 2026

Mondays 19th January, 16th March, 18th May, 20th July, 21st September and 16th November

Cheques this month All cheques signed by Councillors Hutton and Preston

726 £10.00 Anne Pettifor Internal Audit completed

727 £516.00 Clear Insurance Management Ltd – Annual Insurance renewal

728 £59.52 LALC annual subscription renewal

729 £232.80 Christian Douglass Accountants PAYE liability due to HMRC

1. £70.00 Colin Hall S137 raffle prize for V.E.day pie night village event

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