

# GOOSNARGH PARISH COUNCIL

The Annual Parish Council Meeting of Goosnargh Parish Council took place on **Monday, 18<sup>th</sup> May 2026** at Whitechapel Village Hall after the Annual Parish Meeting.

## MEMBERS PRESENT

Cllr M Scambler (Chairman)  
Cllr Andrew Butler  
Cllr Rob Hayton  
Cllr Steve Pike  
Cllr Mark Robinson  
Cllr J Singleton

## PUBLIC

Eric Crook - Resident

Mrs Beverley Helme - Parish Clerk

## ELECTION OF CHAIRMAN

Cllr Scambler was elected and confirmed that he was prepared to continue in the role.

**MIN 25/26.01** Members **resolved** that Cllr M Scambler continues as Chairman for 2026/27. He duly signed the declaration of office.

## ELECTION OF VICE-CHAIRMAN

**MIN 25/26.02** Members **resolved** that Cllr R Hayton continue as Vice-Chairman for 2026/27.

## 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 Bill Platt.

## APPROVAL OF THE MINUTES of the meeting held on 26<sup>th</sup> May 2025 AGM

**MIN 25/26.03** Members **resolved** that the 27th April 2026 Minutes are a true record and were signed by the Chairman.

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

There were no declarations of interest.

## ADMINISTRATION

**MIN 25/26.04** Members **resolved** to confirm the following administrative procedures

- a) Meetings will be held in Whitechapel Village Hall on the **4<sup>th</sup> Monday of the month at 7.30pm.** (Standing Order 2a)
- b) Items delegated to the Clerk under S101 of the Local Government Act 1972 will include
  - Make routine decisions on behalf of the Council
  - Deal with emergencies
  - Spend small sums of money - not to exceed £100 (Financial Regs 4.5)
  - Grant a dispensation to Members in circumstances where the number of Members prohibited from participating, would impede the transaction of the business
- c) The agenda and supporting papers will continue to be sent electronically.

## GENERAL DATA PROTECTION REGULATIONS

**MIN 25/26.05** In order to comply with General Data Protection Regulations, Members **resolved** to approve the Council's Privacy Policy Statement which explains that personal data – including email addresses - will not be shared or provided to a third party without obtaining consent.

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## INFORMATION TECHNOLOGY POLICY

The new audit regime requires that Councils have an information technology (IT) policy.

**MIN 25/26.06** Members **resolved** to adopt the IT Policy confirming that

- a) Any electronic devices to which Council emails are sent, are password protected
- b) Any loss of an electronic device containing Council data is reported to the Clerk
- c) Correspondence and personal contact details must be deleted once a matter is completed.

**The above concluded Governance procedures for the new municipal year.**

## PUBLIC PARTICIPATION

### MIN 25/26.07

Mr Eric Crook received a copy of the accounts to view.

## 2025/26 END OF YEAR ACCOUNTS, INTERNAL AUDIT & ANNUAL GOVERNANCE AUDIT RETURN

**MIN 25/26.08** Members approved the 2025/26 End of Year Finance Statement at the 27th April meeting and the agenda advised that the Council will be subject to a full External Audit because the 2025/26 Income is over £25,000 due to CIL income.

Following the April meeting, all of the Council's records were passed to the Internal Auditor for scrutiny in accordance with the Terms of Reference and Audit Checklist approved under **MIN 25/26.88** of the March 2026 Council meeting.

- **Item J** which states the Clerk has maintained a comprehensive and well organised file, which along with the Council's minutes, provide a full and detailed audit trail.
- **Item C** which states the Council is recommended to consider Fidelity Insurance to protect the Council against loss of money incurred by improper acts by employees.

AGAR page 3 - Internal Audit Report

AGAR page 4 – Section 1 Annual Governance Statement

AGAR page 5 - Section 2 Accounting Statement

**Members are required to: -**

(a) approve the attached Internal Auditor's Report - completed in accordance with the Internal Audit checklist approved under **MIN 25/26.88**.

In approving the report, Members are required to note the suggestion that the Council adds a Fidelity Guarantee to the Insurance Policy when it is due for renewal.

(b) consider and complete Section 1 (Annual Governance Statement) by Resolution in advance of approving the Accounting Statements.

Members are requested to note item J of the Internal Auditor's and the Internal Audit Report confirming that all the Internal Control Objectives have been met.

(c) consider and approve Section 2 (Accounting Statements) by Resolution

All of the figures for 2025/26 are evidenced in the 2025/26 Income and Expenditure spreadsheets and the bank reconciliation which the Clerk has added to the Council's websites.

(d) ensure both sections are signed and dated by the person presiding at the meeting at which that approval is given.

**Resolved all accounts checked and signed by the Chairman MIN 25/26.09**

**MIN 25/26.10** It was **resolved** members are also requested to confirm that the Notice to comply with the Exercise of Public Rights to inspect the accounts will run from 3<sup>rd</sup> Jun – 14<sup>th</sup> July 2026.

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## CIL REPORT 2025/2026

The Parish Council receives Community Infrastructure Levy (CIL) for new development in the Parish. Funding from CIL must be spent on new infrastructure or improvements to the Parish and the CIL finances should be documented separately from the Parish Council accounts.

**MIN 25/26.11** Members **resolved** to approve the CIL Finance Report, detailing income and expenditure during 2026/27

**MIN 25/26.12** Members **resolved** to approve the 2026/27 CIL Business Plan which details the following projects to be processed during 2026/27.

### **MIN 25/26.13 Speed Indicator Devices**

Members **resolved** and confirmed that the SPIDs have been erected.

### **MIN 25/26.14 The Signboard**

The signboard has been approved on the Village Green and it was stated that it will be erected as a priority to meet the conditions of the Bowland Champion grant.

The location of the sign was agreed with Cllr Singleton & NHW member Helen Witter on 29th April 2024.

A design for the sign post has now been sketched out so, in accordance with **MIN 25/26.55** - It was suggested that NHW member Helen Witter would be approached to ask if she could circulate the signage design and seek comments from residents.

The results of the consultation are to be added to the next agenda.

## FINANCIAL MATTERS

Members noted receipt of the Precept £6,750 and the April CIL payment of £11,627.54. The Chairman verified that the finance and bank statements had been reconciled.

**MIN 25/26.15** Members **resolved** to approve the following accounts for payment

April Grounds Maintenance	Nurture	£313.72
Clerk Salary May 2026	B Helme	£378.51
PAYE	HMRC	£0

## INSURANCE

**MIN 25/26.16** Members **resolved** to renew the Council's insurance at a cost of £322.35

## PLANNING APPLICATIONS

**MIN 25/26.17** Members **resolved** that they had no objections to the following summarised planning applications.

[06/2026/0439](#) Ivy Cottage, Button Street, Preston PR3 2LE Side and rear extensions to garage and installation of solar panels.

[06/2026/0468](#) The Old Hall, Eaves Green Lane, Preston PR3 2FE extension of existing pool house outbuilding.

## MOTORSPORT (NORTH WEST) LIMITED 20 MARCH 2027

In accordance with Section 12B(2)(b) Motorsport UK writes to consult with Goosnargh Parish Council as the Local Authority.

Mindful of the organisers deadline of 19th September 2026 to make application to Lancashire County Council in accordance with Section 12C we ask that your response to this consultation is received by 7th September 2026.

**MIN 25/26.18** Members **resolved** they had no objections.

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## **MATTERS OF CONCERN TO MEMBERS**

The 5<sup>th</sup> Wayside seat is in need of maintenance, Councilor Hayton agreed to donate the frame. The seat also requires the timber to be replaced.

St Francis Church, Goosnargh wrote to request a donation towards replacing the Church noticeboard.

**MIN 25/26.19** Members requested the wayside seat maintenance and the church notice board will be added to next month's agenda and discussed at the next meeting.

## **DATE OF NEXT MEETING**

**Monday 22<sup>nd</sup> June 2026 at 7.30pm** in Whitechapel Village Hall.

**END**