

GOOSNARGH PARISH COUNCIL

A **MEETING** of Goosnargh Parish Council was held on **MONDAY 23rd MARCH 2026** at Whitechapel Village Hall at 7.30pm.

MEMBERS PRESENT

Cllr Rob Hayton (Chairman)
Cllr Andrew Butler
Cllr Steve Pike
Cllr John Singleton

PUBLIC

City Cllr Daniel Guise
City Cllr Stephen Thompson

Mrs Julie Buttle – Parish Clerk
Mrs Beverley Helme – New Clerk

APOLOGIES

Apologies were received from Parish Cllr Mick Scambler, Cllr Mark Robinson and Cllr Bill Platt. Apologies were noted from the police.

DECLARATIONS OF INTEREST

There were no declarations of Interest.

APPROVAL OF MINUTES

MIN 25/26.82 Members **resolved** to approve the 23rd Feb Mins 2026 Parish Council Minutes.

PUBLIC PARTICIPATION INCLUDING POLICE MATTERS

MIN 25/26.83 Members **resolved** to adjourn for public participation.

City Cllr Steve Thompson who has connections with the Police informed the Council about Operation Ford which has been introduced to protect Councillors who must ring 101 in an emergency.

REPLACEMENT CLERK

Mrs Buttle provided Beverley with a full hand over and hard copies of the Council documents. Electronic copies including the website and emails have also been added to Beverley's computer - along with PAYE and bank log in details - allowing Beverley to resume her duties immediately.

Mrs Buttle's employment as Parish Clerk will terminate on the 27th March, however, as previously agreed, she will complete the 2025/26 financial year end and Audit and will invoice the Council separately for this work, at her existing rate of pay.

MIN 25/26.84 Cllr Hayton and Beverley approved and signed the Contract of Employment.

The Council expressed gratitude to Mrs Buttle for all her hard work and contributions to Goosnargh Parish Council.

SLCC MEMBERSHIP

The Council agreed to contribute towards the Clerk's Membership to the Society of Local Council Clerks an organisation which provides training, advice and model templates of documents to assist a Clerk in their role.

MIN 25/26.85 Members **resolved** to approve a new membership of £116 plus a £10 joining fee.

FINANCIAL STATEMENT 1st – 28th Feb 2026

MIN 25/26.86 Councillor Hayton verified that the monthly finance statement has been reconciled against the bank statements.

MARCH ACCOUNTS FOR PAYMENT

MIN 25/26.87 The Councillors resolved to approve the following invoices for payment.

Whitechapel Village Hall Hire	Whitechapel Hall	£250.00	BACS
Clerk March Salary	J Buttle	£310.17	BACs
PAYE	HMRC	£77.60	BACs
Jan – Mar Home use	J Buttle	£97.50	BACs
Jan – Mar mileage	J Buttle	£45.00	BACs

INTERNAL AUDIT ARRANGEMENTS

As part of the conclusion of the 2025/26 financial year,

- a. Members are required to consider whether adequate measures were in place to protect the Council from financial risks by referring to the Council's Terms of Reference and the Risk Management Register.
- b. Members are also required to approve the checklist, demonstrating that the Council has followed the correct procedures in readiness for the Internal audit.
- c. Members are required to approve S Wiseman as the Council's Internal auditor.

MIN 25/26.88 Members **resolved** to approve the presented documents and the appointment of S Wiseman

NEW CIL REQUEST

St James Church, Whitechapel, request for a CIL contribution towards replacing the church lych gates. A quote for their replacement has been received for £936.00.

MIN 25/26.89 The Council resolved to approve a contribution of **£500** towards the cost of the gates.

HIGHWAY ISSUES

MIN 25/26.90 The Council noted that.

- LCC are yet to reply to the request to erect clearer Give Way or STOP signs at the Silk Mill Lane junction. The case record is CF13289. A reminder email has been sent.
- The proposal to add double yellow lines on Goosnargh Lane near the junction with Willow Grove MIN 24/25.62 was approved by LCCs cabinet on the 5th March.
- It was reported that the pot holes along Carron Lane have been marked by white markings.

PROW (Public Right of Way) CONSULTATION

As stated on the Feb Minutes, the owner of a property affected by the proposed diversion of a PROW near Goosnargh Oliverson School, contacted the Parish Council stating that the diversion is incorrectly marked on the plans

LCC have requested that walkers, who have used the marked route to access point C, complete a user evidence form, confirming their direction of travel from point C onwards.

MIN 25/26.91 To assist in the collection of information, Members resolved to approve that a copy of the plan and user form can be added to the Parish Council website.

PLANNING APPLICATIONS RECEIVED

[06/2026/0046](#) Installation of car port and demolition of building to allow for creation of storage building and use of curtilage as residential at Woodlands Farm, Bleasdale Road.

MIN 25/26.92 Members **resolved** to make **NO OBJECTIONS** as the car port will be within the original boundaries of the current building.

DATE OF NEXT MEETING

Monday 27th April 2026 in Whitechapel Village Hall at 7.30pm.

END

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