

# GOOSNARGH PARISH COUNCIL

A meeting of the Parish Council will be held  
on **Monday 27<sup>th</sup> November 2023 at 7.30pm**  
in Whitechapel Village Hall

## A G E N D A

### 1. APOLOGIES

### 2. DECLARATIONS OF INTEREST

Members are **reminded of their responsibility** to declare any interests in respect of matters contained in the agenda noting that there may be statutory restrictions on the right to participate and vote on that matter – see Standing Order 2023 (11)

### 3. APPROVAL OF MINUTES

**Members are required to approve the attached Minutes of the 23<sup>rd</sup> Oct Council meeting.**

### 4. PUBLIC PARTICIPATION INCLUDING POLICE MATTERS

Members of the public wishing to raise matters in accordance with the Council's Standing Orders should raise them here. The length of the adjournment is at the Chairman's discretion.

**NOTE:** Matters requiring a Council decision must be included as a specific Agenda item.  
For more details, please contact the Clerk.

- The Police, County and City Councillors are routinely invited to every meeting.

### 5. EXPANSION OF BROUGHTON SCHOOL

**Members are requested to respond to LCC's consultation to expand Broughton primary school as detailed in the attached letter.**

### 6. COMPLETION OF 2022/23 AUDIT

The external audit has been completed and an explanatory letter regarding the audit is **attached**. Importantly, the letter confirms that Proper Practices were followed with regards to the completion of the 2022/23 accounts and the auditors have accepted the explanations regarding the non-compliance with the internal audit and other administrative procedures.

**Members are required to approve the 'Notice of Conclusion of Audit' which will be published on the website along with the Certified AGAR and accompanying letter.**

**Members are also required to approve payment of the £300 invoice which is based on the authority's income and expenditure bands.**

### 7. ADOPTION OF FINANCIAL REGULATIONS

The Parish Council is required to adopt Financial Regulations which set out how it manages its financial affairs. Model documents are produced by NALC and it is recommended that the Parish Council adopt the Model Version with the Clerk having responsibility for their implementation with advice and assistance from Councillors where appropriate.

**Members are required to adopt the model version of the Financial Regulations attached.**

### 8. FINANCIAL STATEMENT 1st – 31<sup>st</sup> Oct 2023

The Chairman is requested to verify that the monthly finance statement has been reconciled against the bank statements.

### 9. INFLATIONARY PAY INCREASE

The Clerk is employed subject to the National Joint Council terms and conditions for Local Government staff. The NJC has agreed a flat rate payment of £1,925 on each pay scale point with effect from 1 April 2023. See **attached** letter.

**Members are required to approve 6 months backpay (Apr – Sept) to be added to the Oct – Dec quarterly payment at the new rate as detailed in the attached breakdown.** The amount will be subject to Tax and National Insurance payments.

## 10. ACCOUNTS

**Members are required to approve the following accounts for payment**

DETAILS	PAYEE	AMOUNT	
November Poppy Donation	Royal British Legion	£20.00	CQ 635
Hire of Whitechapel Village Hall	Whitechapel Recreation Hall	£220.00	BACs
Oct Invoice	Nurture Landscapes	£273.67	BACs
Oct – <b>Dec</b> salary + backpay	Mrs J Buttle & HMRC	£1,213.71	BACS

Members are requested to **note** that Easy websites will be increasing their fees by 10% from January 2024. They stress this is the first increase since their inception in 2007. The monthly **direct debit** will increase from £27.60 to £30.36. This has been factored into the budget.

## 11. CONSIDERATION OF 2024/25 BUDGET ITEMS

At the October meeting, Members were requested to identify new budget items for consideration at this meeting and the Clerk has produced a draft budget to reflect the points noted. Additional items or alterations may be noted at the meeting and a final version will be brought to the January meeting where Members will be required to set the 2024/25 Precept.

**Members are requested to consider the DRAFT budget paying particular attention to existing and proposed expenditure increases shown in green.**

## 12. CIL PAST AND PRESENT

The website for the CIL Past and Present project has been completed and the graphics for the leaflets and boards have been designed in accordance with the information presented to Council in April 2022 and January 2023. The decision to fund the website was ratified in May 2023 under MIN 23/24.08. The Clerk has requested electronic copies of the information and a link to the website which will be circulated prior to the meeting.

**Members are requested to approve payment of the invoice for £3,737 + VAT which will be financed from CIL receipts.**

## 13. PLANNING APPLICATIONS RECEIVED

**Members are requested to comment on the following summarised applications**

**Application Number:** [06/2023/1171](#)

**Location:** Swainson House Farm, Goosnargh Lane, Preston, PR3 2JU

Reserved matters application for 40no. dwellings (vary condition no.1 approved plans)

**Application Number:** [06/2023/1188](#)

**Location:** Land opposite Swainson House Farm, Goosnargh Lane, Preston, PR3 2JU

**Description:** Reserved matters application for 26no. dwellings (vary condition no.1 approved plans)

**Application Number:** [06/2023/1176](#)

**Location:** Fairhurst Bungalow, Button Street, Preston, PR3 2LH

**Description:** Conversion of existing construction access track into new vehicular access with wall and gates

## 14. MATTERS OF CONCERN TO MEMBERS

This item provides Members with an opportunity to raise any new concerns to be actioned by the Clerk or added to the next Agenda.

## 15. DATE OF NEXT MEETING

**Monday 27<sup>th</sup> January 2024** in Whitechapel Village Hall.

**END**