

Grimsargh Parish Council

Minutes of the Parish Council meeting held on Thursday 3rd July, 2025 at Grimsargh Village Hall at 7.30pm.

Present: - Councillor Peter Burton (Chairman); Councillor Trevor Haines (Vice-Chairman); Councillor Mrs Joyce Chessell; Councillor Mrs Lynda Cryer; Councillor Terry Cryer; Councillor David Hindle and Councillor Mrs Agustina Oliver.

In attendance:- Sue Whittam – Clerk to the Council
Councillor Stephen Whittam – Preston City Council
2 members of the public

27. (25/26) Apologies for Absence/Chairman's Health & Safety announcements

The Chairman, Councillor Peter Burton welcomed everyone to the meeting and briefed the Parish Council on possible health and safety considerations for this evening's meeting. The Chairman, Councillor Peter Burton took the opportunity to welcome back both Councillor Mrs Joyce Chessell and Councillor David Hindle.

The Chairman, Councillor Peter Burton said that there was an item of urgent business to be considered at this evening's meeting relating to the purchase of a strimmer for the Lengthsman. The Parish Council agreed for this item of urgent business to be discussed at the meeting.

Apologies for absence were received from Councillor Simon Rusling, and from PCSO Ellie Burke.

28. (25/26) Declarations of Interest

None.

29. (25/26) Minutes of the Last Meeting

Resolved

That the minutes of the Parish Council Meeting held on 5th June 2025 be approved as a correct record and signed by the Chairman.

30. (25/26) Adjournment for Public Participation

The Chairman, Councillor Peter Burton adjourned the meeting for public participation and asked if anyone had anything to raise under this item.

Councillor Stephen Whittam, informed the Parish Council that the fencing had been put around the "bike jumps" near to the resident's wall on the Redrow Estate, and that Preston City Council had done a good job. He would chase up regarding the filling of the holes with stone. He also said that the lighting had not been done on the village green car park, as Preston City Council were still undertaking a legal agreement with Grimsargh Cricket Club regarding the installation of electricity at the Club as part of their planning permission. It was noted that the Clerk had now

obtained a contact to design the hoggin path scheme across the village green and she would progress this over the summer.

Councillor Mrs Joyce Chessell said that the Boylton, Houghton and Farrington Charity were probably due to meet shortly, and that she would keep the Parish Council up to date.

The Chairman, Councillor Peter Burton said that the Parish Council would wish to put on record, the fantastic Field Day organised by the Field Day Committee, as this was an excellent event and very well attended.

Councillor Mrs Agustina Oliver said that there was a broken fence post on the Redrow Estate and the Clerk agreed to contact Preston City Council about this.

The Clerk reported that PCSO Ellie Burke was unable to attend this evening's meeting but she had sent through the crime statistics for the past month, 1st June 2025 – 2nd July 2025. It was noted that there were no major concerns in Grimsargh, but there had been two incidents of nuisance on Moss Nook Drive and Park Way Close; and two incidents of thefts on Chandlers Way and Combine Road.

The Chairman, Councillor Peter Burton then reconvened the meeting.

31. (25/26) Town and Country Planning Act, 1990

The Parish Council gave consideration to the following Planning Application: -

06/2025/0691	-	35 Carbis Avenue, Grimsargh PR2 5LU Single storey rear extension, following demolition of existing rear conservatory.
--------------	---	---

With regard to Planning Application 06/2025/0691 the Parish Council had no comments to make on this application.

The Parish Council noted that the draft Local Plan had now been submitted to the Planning Inspector. They further noted that a resident had contacted the Parish Council regarding a consultation by a developer on New Rough Hey Farm. The Parish Council would respond to any Planning Application via Preston City Council, and currently no consultation from Preston City Council on this application had been received.

Resolved

- i) That with regard to Planning Application 06/2025/0691, the Parish Council had no comments to make on this application.
- ii) That the update on planning is received and noted.

32. (25/26) Jayne's Bench

The Parish Council gave consideration to providing a fitting tribute in memory of our

lovely friend and colleague Jayne Woollam. The Clerk reported that she had spoken to Ron Woollam and that the family had asked, if possible, for a bench to be placed near the Redrow estate, adjacent to the bench for former City Councillor Tom Davies. It was noted that the land was owned by Preston City Council and that their permission would be needed.

The Parish Council unanimously agreed that they would provide a bench and plaque, to be decided by the family, and that the Clerk would seek the necessary permissions.

Resolved

That the Parish Council agree to the purchase and installation of a bench and plaque in memory of Jayne Woollam, and that the Clerk is asked to arrange this and seek the necessary approval from Preston City Council.

33. (25/26) Gov.uk Website

The Clerk reported that as from next April 2026, the Parish Council would be required to have a “.Gov.uk” website and that Parish Councillors would need to have a dedicated email address that did not divert to their own personal email addresses. The Clerk had contacted our current website administrator and she had advised that this was something she could undertake but there would obviously be a cost to the Parish Council to put this in place. The Clerk advised that she did not want to leave this to the last minute as a number of Parish Councils would be in the same situation, so she asked for permission for this to be delegated to her, so she could start the process of transition to a new website and new email addresses. She advised that at the moment it was difficult to ascertain any costs, but this was a “must do” situation to comply with the new audit regulations next year.

The Parish Council unanimously agreed to start the process to change the Parish Council’s website and email addresses to “.Gov.uk” and that the Clerk had full delegation to undertake this.

Resolved

That permission is given to the Clerk to progress the transition of the website and email addresses to a “.Gov.uk” domain and any associated costs for this to be undertaken.

34. (25/26) Christmas Tree and Christmas Events 2025

The Parish Council discussed the arrangements for this year’s Christmas events. It was agreed that the lights switch on and the carols around the crib would be held on Friday 5th December at 6.00 pm. The Clerk would contact Reverend Andy Williams at St Michael’s Church and Canon Doyle at Our Lady & St Michaels Church to advise them of this year’s arrangements. The Parish Council agreed to set up a small Working Group to sort out the arrangements for this year’s Christmas events, consisting of the Chairman, Councillor Peter Burton, Councillor Mrs Agustina Oliver and Councillor Simon Rusling. The Parish Council also agreed to the purchase and

installation of the Christmas tree via Preston City Council, and also to invite the Field Day Committee to provide the refreshments for the event, which would be reimbursed by the Parish Council.

Resolved

i) That approval is given for the Parish Council's Christmas events to be held on Friday 5th December at 6.00pm, and that the Clerk contacts Reverend Andy Williams and Canon Doyle regarding this.

ii) That approval is given to the purchase and installation of the Christmas tree via Preston City Council.

iii) That approval is given to approach the Field Day Committee to provide the refreshments for the event, which will be reimbursed by the Parish Council.

iv) That a small Working Group is established consisting of the Chairman, Councillor Peter Burton, Councillor Mrs Agustina Oliver and Councillor Simon Rusling to finalise the Christmas events.

35. (25/26) Lengthsman's strimmer

The Parish Council agreed to consider this matter as an Item of Urgent Business. The Clerk reported that our local resident who was helping out on our new Orchard, had advised that it was difficult to manage the grass especially with a batter operated strimmer. He had asked if the Parish Council Lengthsman could assist in keeping the area at a manageable level. The Clerk reported that other Parish Council's had supplied some equipment for their Lengthsman, which would remain the asset of the Parish Council and would be subject to yearly service/maintenance. The Clerk had looked at the potential cost of a fuel operated strimmer and this was estimated around £600 - £800 for a decent Stihl industrial type strimmer.

The Parish Council unanimously agreed to the purchase of a suitable Stihl strimmer for use by the Lengthsman, which would still remain an asset of the Parish Council and would be subject to annual maintenance. The Lengthsman would be responsible for all risk assessments in all the work that he undertook on behalf of the Parish Council. It was agreed that the maximum amount would be £800.

Resolved

That approval is given to the purchase of a strimmer for use by the Lengthsman, which would still remain an asset of the Parish Council and would be subject to annual maintenance. The Lengthsman would be responsible for all risk assessments in all the work that he undertook on behalf of the Parish Council. It was further agreed that the maximum amount for the purchase of the strimmer would be £800.

36. (25/26) Financial Matters and banking

It was noted that we currently had an estimated £182,540.58 in the Nat West bank as at 5 June 2025.

It was also noted that the following invoices had been paid since last meeting: -

Sue Whittam Clerk's salary June £1033.61. (Cheque no 1321).

Euroshell for bus shelter cleaning £960.00. (Cheque no 1322).

Donna Kidd, internal audit fee £70.00. (Cheque no 1323).

HMRC Q1 - £1,914.86. (Cheque no 1324).

Grimsargh St Michael's PTFA grant - £200. (Cheque no 1325).

We had also paid Direct debit Nest Pension Clerk, 9 May £67.71; Water Plus for Nellie Carbis £20.02 and bank charges up to 2 May 2025 - £2.10.

Resolved

1) The following invoices were approved for payment: -

Sue Whittam Clerk's salary July £1032.80 + newsletter delivery to be confirmed.

2) The Parish Council also noted the report of the internal auditor. There were no major issues raised other than a couple of receipts that were missing from the Lengthsman's paperwork due to administrative error. However, information had been provided to prove that the expenditure was justifiable. It was noted that the accounts had now been submitted to the external auditor.

37. (25/26) Clerk's report – for information only

The Clerk that the notice of vacancy due to the sad passing of Jayne had now been advertised, and if an election was not called, then the Parish Council could advertise the vacancy as a co-option, in line with the usual Parish Council procedure.

38. (25/26) Date of Next Meeting

It was noted that the next Parish Council meeting would be held on Thursday 4th September 2025 at 7.30 pm at Grimsargh Village Hall.