

Grimsargh Parish Council

Minutes of the Annual Parish Council meeting held on Thursday 14 May, 2026 at Grimsargh Village Hall following the Annual Parish Meeting starting at 7.30 pm.

Present: - Councillor Peter Burton (Chairman); Councillor Mrs Joyce Chessell; Councillor Charlotte Hamer; Councillor David Hindle and Councillor Mrs Agustina Oliver.

In attendance: - Sue Whittam – Clerk to the Council
4 members of the public.

1. (26/27) Appointment of Chairman for 2026/2027

The Clerk reported that there was one nomination for the position of Chairman and this was Councillor Peter Burton. It was therefore agreed that Councillor Peter Burton is elected as Chairman of the Parish Council for 2026/2027.

Councillor Peter Burton signed the Chairman's Acceptance of Office.

Resolved

That, Councillor Peter Burton is elected as Chairman of the Parish Council for 2026/2027

2. (26/27) Appointment of Vice-Chairman for 2026/2027

The Clerk reported that there had been no nominations for the position of Vice-Chair of the Parish Council. It was therefore agreed to defer the appointment of Vice-Chairman and discuss this further at the next meeting of the Parish Council in June.

Resolved

That the appointment of Vice-Chair of the Parish Council is deferred until the June meeting of the Parish Council.

3. (26/27) 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.

Apologies for absence were received from Councillor Trevor Haines (Vice-Chairman), and PCSOs Ellie Burke and Jack Goodwin.

4. (26/27) Declarations of Interest

Councillor David Hindle declared a prejudicial interest in item 9, Grimsargh Wetlands Trust – request for funding, as he was a Trustee on Grimsargh Wetlands Trust.

5. (26/27) Minutes of the Last Meeting

Resolved

That the minutes of the Parish Council Meeting held on 2nd April 2026 be approved as a correct record and signed by the Chairman.

6. (26/27) Town and Country Planning Act, 1990

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

- 06/2026/0471 - 181-183 Preston Road, Grimsargh PR2 5JP
Prior notification submission for the installation of roof-mounted PV solar panels.
- 06/2026/0446 - 45 Moss Nook Drive, Grimsargh PR2 5TR
Conversion of detached garage to annexe.
- 06/2026/0444 - 23 Salisbury Avenue, Grimsargh PR2 5LF
Single storey rear extension, part garage conversion, front entrance alterations and larger canopy following demolition of conservatory.

With regard to Planning Applications 06/2026/0471, 06/2026/0446 and 06/2026/0444 the Parish Council had no comments to make on these applications.

There were no further planning matters for discussion at the meeting.

Resolved

That, with regard to Planning Applications 06/2026/0471, 06/2026/0446 and 06/2026/0444, the Parish Council had no comments to make on these applications.

7. (26/27) Appointment of representatives to outside bodies, Sub-Committees and Working Groups

The Parish Council considered the appointment to outside bodies and agreed the following: -

- i). Preston Area Committee (3 Members)**
Councillor Peter Burton; The Clerk – Sue Whittam; and one vacancy.
- ii). Boylton, Houghton and Farrington Charity (1 member)**
Councillor Mrs J Chessell
- iii). The Education Charity of John Farrington (1 member)**
Councillor Mrs J Chessell

iv). Liaison Role with Grimsargh Wetlands Trust (1 member)

The Clerk Sue Whittam for day-to-day liaison and attending meetings of the Wetlands Trust as appropriate.

Councillor Peter Burton for representing the Parish Council at the Trust AGM and any other meetings that would require the Parish Council to vote.

The Parish Council considered the appointment to Sub-Committees and agreed the following: -

Young Persons Working Group

Councillor Peter Burton, Councillor Mrs Agustina Oliver, Councillor Charlotte Hamer and Councillor Simon Rusling (Young people can be co-opted onto this Working Group when appropriate).

It was agreed that any other Sub-Committees would be appointed as necessary.

Resolved

That approval is given to the appointment to Outside Bodies and Sub-Committees as outlined above, and that any further Sub-Committees would be appointed as necessary.

8. (26/27) Grimsargh Wetlands Trust - request for funding

(Councillor David Hindle left the meeting for this item).

The Parish Council considered a request from Grimsargh Wetlands Trust for £4,000 to purchase a new mower for the Wetlands. This was unanimously agreed by the Parish Council and this would be funded from Parish Council CiL monies.

Resolved

That approval is given to fund a new mower for Grimsargh Wetlands Trust at a cost of £4,000 to be funded from Parish Council CiL monies.

(Councillor David returned to the meeting).

9. (26/27) Parish Council newsletter

The Parish Council discussed potential items for the summer newsletter which included an update on the hoggin path, dog fouling, the youth event, respectful parking, heritage corner, the wetlands and the orchard. It was noted that these items had to be forwarded to the Clerk as soon as possible.

10. (26/27) Parish Council Insurance

The Clerk reported that the Parish Council insurance was due on 1st June but a couple of changes were needed with regard to the Parish Council's insured assets. The Parish Council agreed to delegate the renewal of the insurance to the Clerk in

conjunction with the Chairman of the Parish Council, and that a long-term deal should be explored, which would be more cost-effective.

Resolved

That approval is given to delegate the renewal of the insurance to the Clerk in conjunction with the Chairman of the Parish Council.

11. (26/27) Parish Council Vacancies

The Clerk reported that the vacancy due to the sad death of Councillor Terry Cryer had been advertised to allow residents the opportunity to call an election, but none had been called. The Parish Council could now co-opt and the notice advertising the vacancy would be displayed on the Parish Council noticeboards on 15 May. This vacancy would be filled at the July 2026 meeting of the Parish Council.

The Clerk reported that the vacancy due to the resignation of Councillor Mrs Lynda Cryer would now need to be advertised to allow residents the opportunity to call an election and this would be displayed on the Parish Council noticeboards on 15 May. If no election was called then the Parish Council would be able to co-opt.

Resolved

That the update on Parish Council vacancies is received and noted.

12. (26/27) Financial Matters and banking

It was noted that we currently had an estimated £116,334.43 in the Nat West bank as at 2nd April 2026.

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

Grimsargh Village Hall room hire – Sept 25-Feb 26 for Parish Council and Grimsargh Wetlands meetings total £150.00 (Cheque no 1367).

Preston City Council Christmas Tree £2,387.88 (Cheque no 1368).

Sue Whittam, Clerk's salary April 2026 £1369.14 + £135 for the Vault Youth Event, paid via Clerk's personal bank account = £1504.14 (Cheque no 1369)

David Steele Contractor inv11 40 hours @ £19 per hour = £760. (Cheque no 1370).

We had paid Directs bank charges up to 31 March £4.50; Nest Pension for Clerk £67.71 on 9th March 2026 and water bill for Nellie Carbis £21.25.

The annual internal audit as prepared by Jessica Dibble was noted. It was also noted that the Parish Council had received a late penalty notice from HMRC for £37.31 for PAYE as the Q4 cheque had taken 11 days to arrive at its destination. There was no option to appeal.

Resolved

1) The following invoices were approved for payment: -

i) LALC annual subscription £578.48.

ii) Sue Whittam, Clerk's salary May 2026 £1385.54 + £140 (7 x £20 Asda vouchers for planter parents) + £120 for Jessica Dibble Internal Audit to be paid from Clerk's personal bank account = total £1645.54.

iii) HMRC £37.31.

2) 2025 / 2026 End of year report and Annual Return.

The Clerk presented the end of year financial report which included the Annual Governance and Accountability Return (AGAR). i) The Parish Council reflected on the effectiveness of the system of internal control and approved and completed the Annual Governance Statement. ii) The Parish Council then considered the end of year financial report and approved the Accounting Statements which were then signed and dated by the Chairman, Councillor Peter Burton.

13. (26/27) Clerk's report – for information only

The Clerk reminded that the new email accounts had now been set up and each Councillor had received their own log in details and information on how to set up their accounts. Once everyone had accessed their accounts any issues would be forwarded to the email administrator for help and support.

The Clerk also reported that an email had been received from the Clerk to Broughton Parish Council regarding a collaborative approach to tackling the increase in crime in our rural areas. It was suggested that this would be a suitable issue for the Preston Area Committee (PAC) to discuss.

14. (26/27) Date of Next Meeting

The next scheduled Meeting of the Parish Council, would be held on Thursday 4th June at 7.30 pm at Grimsargh Village Hall.