***Broughton in Amounderness Parish Council***

**AGENDA**

You are hereby summoned to attend the Council Meeting of Broughton in Amounderness Council to be held on Tuesday 25th June 2024 **at 7:30pm**

The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB

Jessica Dibble

Parish Clerk

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**1.Welcome by Chair**

**2. To Receive Apologies**

**3. Declarations of interests & written requests for dispensations pecuniary interest dispensations**

[Note: Councillors are responsible for declaring any personal / prejudicial or disclosable pecuniary interest pertaining to matters on this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on](http://h) the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing.

**4. Public Time**

This 30-minute session (time limit of five minutes per item/per person) provides members of the electoral public an opportunity to indicate interests in an agenda item and put questions to the Parish Council. Such questions may be answered after the meeting or become an agenda item at a future Parish Council meeting.

**5. Approval of Minutes**

a) To approve the minutes of the Full Council meeting held on Tuesday 14th May 2024.

1. To approve the minutes of the Annual Parish meeting held on Tuesday 14th May 2024

**6. Reports on meetings attended by Cllrs.**

a) Finance Committee

b) Preston Area Committee

Action: Council to nominate up to three representatives for the PAC committee

**7. AGAR**

**Chair** to sign the Annual Governance and Accountability Return documentation for submission to the external auditors PKF Littlejohn.

**8. Financial Matters**

a) Committee to review and note the accounts to date and note any recommendations from the chair.

b) CiL Grants

i) the recommendation from the committee for the Sir Tom Finney Football Cub Grant.

ii) Council to note the response form the charity in relation to the Padel Court Grant.

c) Banking

i) Council to agree the transfer date for Santander to Unity

ii) Council to agree to close the Santander account

iii) Council to authorise the financial transactions between 15th May & 25th June

d)Grant Application

Council to note the successful grant application of the Public Rights of Way.

**9. Financial Regulations Document**

 Council to ratify the revised Financial Regulations Document.

**10. Consideration of Planning & Licence Applications**

1. Application Number: [06/2024/0522](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0522&Id1=20240617105818d04315daa9a2e574)
Location: Dean Hollow, 176 Whittingham Lane, Broughton, Preston, PR3 2JJ
Description: Two storey side extension, single storey rear extension, raising of the roof and roof extension including external remodelling
Registration Date: 20/05/2024
2. Application Number: [06/2024/0592](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0592&Id1=202406141357167757bac829336827)

Location: Key Fold Farm, 430 Garstang Road, Preston, PR3 5JB
Description: Discharge of condition no.13 (Written scheme of investigation) and no.14 (Scheme of archaeological investigation) attached to planning permission 06/2024/0002
Registration Date: 07/06/2024

Application Number: [06/2024/0541](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0541&Id1=2024060713200125234b62cefef777)

1. Location: 2, St Johns Court, Preston, PR3 5LG
Description: Single storey rear extension, following demolition of existing rear conservatory
Registration Date: 06/06/2024
2. Application Number: [06/2024/0576](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0576&Id1=2024060713200125234b62cefef777)

 (Permission in Principle)

Location: Brooklands, Durton Lane, Preston, PR3 5LD
Description: Permission in principle for 1no. dwelling and detached garage
Registration Date: 05/06/2024

1. Application Number: [06/2024/0579](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0579&Id1=2024060713200125234b62cefef777)

Location: 13, Highrigg Drive, Preston, PR3 5LJ
Description: Discharge of condition no.3 (Construction and environmental management plan), no.4 (Biodiversity enhancement measures), no.5 (Landscaping) and no.9 (External lighting) attached to planning permission 06/2023/0806
Registration Date: 10/06/2024

1. Application Number: [06/2024/0544](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0544&Id1=202405311336264f3878fe7e7dc292)

Location: 37, Parkside Drive, Preston, PR3 5EH
Description: First floor rear balcony and change existing first floor side window to French door.
Registration Date: 24/05/2024

1. Application Number: [06/2024/0486](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0486&Id1=2024051713311297220e61cd3ccfb4)

Location: 12, Egret Close, Preston, PR2 9BB

Description: Conservatory to rear.
Registration Date: 10/05/2024

**11. Parish action Plan**

Village Scene

a)To discuss the planter location and note the update in relation to license application.

b) To agree the plan for the flower beds.

Traffic & Parking

To discuss Cllr. Swarbricks’ most recent letter and agreed actions

Broughton Neighbourhood Development Plan Review

1. To discuss feedback from consultation (22/06/24)

**13. Employment Matters (Part II)**

**Exclusion of Press and Public**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Paragraph 1, Part 1 of Schedule 12A to the Local Government Act 1972. It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.

a) Council to note the report from Cllr. Brown in relation Lengthsman’s hours, activities and request for a pay review.

b) Staffing Committee to agree a date to meet the Lengthsman to complete his six-month review. This will include a full review of hours, salary and job description.

**14. Date of Next Meeting**

**Full Council Meeting –** Tuesday 6th August 2024 at **7:30pm** in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB