Proceedings of the Parish Council Meeting held on

Tuesday 20th August 2024 at 7:30pm

Present:

Cllr. P Hastings

Cllr. N Parkinson

Cllr. P Bunting

Cllr. L. J Oldcorn

Cllr. L. Brown

Jessica Dibble – Parish Clerk

+1 Observer

**Min 200846 Welcome from Chair**

*Meeting opened at 19:30*

Cllr. P Hastings welcomed all members of Council to the meeting.

**Min 200847 Apologies**

Cllr. M Bell

Cllr. S Sargeant

**Min 200848 Declarations of interests**

None Received.

**Min 200849 Public Time**

1. Observer attended the meeting.

**Min 200850 Approval of Minutes**

**It was resolved** to sign the minutes of the full council meeting held on the 25th June 2024 as a correct and accurate record.

Proposer: Cllr. P Hastings

Seconder: Cllr. P Bunting

**Min 200850 Declaration of Interest and Acceptance of Office**

Councillors present completed the necessary forms before the Clerk.

**Min 200851 Reports on meetings attended by Councillors**

1. **Finance Committee:**

Councillor N. Parkinson, the Chair of Finance, presented the current position of the bank accounts to Council.

Following the update of the accounts, Cllr. Parkinson recommended that it would be practical to separate the Community Infrastructure Levy (CiL), and Council reserves.

The proposal to Council was as follows:

*Council to look at opening a third account and allocate funds as suggested below.*

1. **Unity Current Account (Working Parish Council Account):**

* This account will serve as the working Parish Council account for reserves.
* After settling the outstanding payments to the charity (£25,000) and the football club (£15,000), a balance of £59,158.46 will remain in this account.
* I recommend retaining the balance of the Lengthsman’s fees (£17,591.50) in the current account.

1. **Unity 1 Account (CiL Only):**

* Once the current commitments are met, transfer £2,766 from the current account to Unity 1.
* All future CiL payments should be directed to this account.

1. **Unity 2 Account (CCLA Interest):**

* This account will hold CCLA interest.
* Transfer the CCLA interest from April 2024 (£15,399) into Unity 2.
* Consider using this account for managing the new park in the long term.

1. **CCLA Account:**

* After completing the transfers, the CCLA account will hold £800,000 of CiL funds and £100,000 for the Parish Council.

Proposer: Cllr. P Hasting

Seconder: Cllr. P Bunting

Cllr. Parkinson advised that the Council had entered stage 3 in the AGAR completion process with the Clerk, Chair and accountant due to meet to submit the additional information requested.

1. **Broughton Parish Community Charity:**

No meeting held since June and the Council are not yet in receipt of the minutes from the last meeting. Therefore, no update to discuss until September.

1. **United Utilities:**

Cllr Hastings met a representative of United Utilities. It was agreed that security cameras were due to be installed alongside a new notice board (Woodplumpton Lane).

1. **Nurture Landscapes:**

Cllr. Hastings and the Clerk met with Nurture Landscapes. It was agreed that they would include the verges either end of the A6 to their schedule. It was noted that we are awaiting the revised costings schedule from Nurture to send to Lancashire County Council.

**Min 200852 AGAR**

Discussed under minute 200851 as part of the Finance Committee update.

**Min 200853 Broughton Neighbourhood Development Plan**

1. **Parish Action Plan (PAP):**

Cllr. Hastings advised that this will be updated next month following a pending update.

1. **Neighbourhood Plan**

Peter Black has amended the policies and the draft has now been sent to Caroline and Preston City Council before the planned remote meeting on 2nd September 2024.

1. **Master Plan Update – King George V Field:**

Cllr. Hastings attended a meeting with Preston City Council and was provided with plans due to go to consultation.

In September, there will be an invitation to tender for a fixed-price contract. The contract is expected to be finalised by November 2024. Planning submissions are scheduled for January 2025, with work set to commence in April 2025 for a duration of 14 weeks.

**Min 200854 Correspondence**

1. **Cassidy and Ashton**

Prior to the meeting, the Clerk had submitted the correspondence sent and received to date to all members of Council.

Council agreed to invite representatives of the Muslim community to meet and discuss the Broughton Neighbourhood Development Plan.

The Clerk will contact Cassidy and Ashton to propose scheduling the meeting for Tuesday, September 10th, 2024, at 6:45 PM. Consequently, the Finance committee meeting will be rescheduled to accommodate this meeting.

1. **License Agreement**

Council noted the approved license agreement for the planters at the following locations:

* Garstang Road
* Whittingham Lane
* Pinewood Avenue junction

1. **Tesco Mobile**

Council noted that the contract with Tesco mobile for the Clerk has ended and a new contract with ‘Three’ mobile set up.

**Min 200854 Policies to be Ratified**

Council reviewed the draft policies and accepted the recommendation from the Finance Committee for the Reserves Policy and the Investment strategy to be ratified and adopted.

It was accepted that the Clerk will re review the CIL management guidance submitted by Preston City Council and migrate the drafted policy and guidance in to one document.

Proposer: Cllr. P Hasting

Seconder: Cllr. L J Oldcorn

**Min 200855 Village Information Session**

Council noted that the Village Information Session will be held on Saturday 14th September from 10am – 12pm.

Councillors are to submit a confirmation of attendance to the Clerk.

**Min 200856 Financial Matters**

The Council noted the current balance of each account (Unity, and CCLA).

Unity: £121,165.36

CCLA: £900,000.00

Total Assets: **£1,021,165.36**

Transactions were then approved from 25th June 2024 – 20th August 2024.

Proposer: Cllr. N Parkinson

Seconder: Cllr. P Bunting

**Min 200857 Consideration of Planning & Licence Applications**

1. Application Number: [06/2024/0654](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0654&Id1=20240628142748744472d35636807b)   
   Location: Dean Garage, Whittingham Lane, Broughton, Preston, PR3 2JJ
2. Application Number: [06/2024/0698](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0698&Id1=20240726133540274a3cc01d2f79d8)

Location: 3 Bank Hall Barns, 471 Garstang Road, Preston, PR3 5JA

1. Application Number: [06/2024/0733](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0733&Id1=20240726133540274a3cc01d2f79d8)

Location: 4, Bewick Avenue, Preston, PR3 5ND

1. Application Number: [06/2024/0764](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0764&Id1=202408021227472788fd26210ffbc5)

Location: 44, Redwing Drive, Preston, PR2 9AS

1. Application Number: [06/2024/0758](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0758&Id1=202408021227472788fd26210ffbc5)

Location: Key Fold Farm, 430 Garstang Road, Preston, PR3 5JB

1. Application Number: [06/2024/0784](https://selfservice.preston.gov.uk/service/planning/ApplicationView.aspx?AppNo=06/2024/0784&Id1=202408021227472788fd26210ffbc5)

Location: Broughton Coe Primary School, Church Lane, Broughton, Preston, PR3 5JB  
  
**Councils’ comments:** Broughton Parish Council have no objections to the above planning applications listed A- E.

Clerk is to contact the school to check that the footpath is not affected, otherwise the Council have no objections.

Planning number: 06/2024/0771

Broughton Parish Council was not included as a consultee to the above application. The Clerk confirmed that she had written to Preston City Council, advising that we should have been part of the consultation process as the entrance is part of Broughton.

The Council unanimously agreed with Lancashire County Council that the road is not suitable for HGV traffic and therefore the Clerk will send the objection on behalf of Council.

**Min 200858 Date of Next Meeting**

Parish Council meeting – Tuesday 17th September 2024 at 7:30pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB.

Village Information Session- Saturday 14th September 2024 10am – 12pm at the Broughton and District Club, Whittingham Lane, Broughton, PR3 5DA.

***NB: Finance Committee meeting has been postponed.***

*Meeting closed by Chair, Cllr. P Hastings at 20:34*