Proceedings of the Parish Council Meeting held on

Tuesday 25th June 2024 at 7:30pm

Present:

 Cllr. P Hastings

 Cllr. N Parkinson

Cllr. M Bell

Cllr. P Bunting

Cllr. L. J Oldcorn

Cllr. L. Brown

Jessica Dibble – Parish Clerk

**Min 250633 Welcome from Chair**

*Meeting opened at 19:30*

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

**Min 250634 Apologies**

Cllr. S Sargeant.

City Councillors.

**Min 250635 Declarations of interests**

None Received.

**Min 250636 Public Time**

No members of public in attendance.

**Min 250637 Approval of Minutes**

1. **It was resolved** to sign the minutes of the full council meeting held on the 14th May 2024 as a correct and accurate record.

 Proposer: Cllr. P Hastings

 Seconder: Cllr. P Bunting

1. **It was resolved** to sign the minutes of the annual parish council meeting held on the 14th May 2024 as a correct and accurate record.

 Proposer: Cllr. P Hastings

 Seconder: Cllr. N Parkinson

**Min 250638 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. Parknson recommended that it would be prudent to separate the Community Infrastructure Levy (CiL) and Precept funds, with the Precept funds being kept in Unity and the CiL funds transferred to a high-interest account.

In addition, Council were advised that once confirmation was received from CCLA with the change of banking information we will proceed to permanently close the Santander account.

As best practice, it was agreed that the Clerk would complete a weekly payment schedule and advise Council each Friday of any payments issued for authorisation.

*N.B. Any payments requiring urgent attention will be acted upon and processed sooner.*

1. **Preston Area Committee:**

Councillor P. Hastings shared a report with the Council following the most recent Preston Area Committee meeting on June 2, 2024.

It was acknowledged that while Cllr. P Hastings serves as the primary representative for the Parish Council, it is regarded as best practice to have at least three nominees to form part of the committee.

Both the Clerk and Cllr. M. Bell expressed their interest in attending the PAC meetings which occur quarterly.

**Min 250639 AGAR**

Council agreed to authorise the Chair to sign section 1 & 2 of the Annual Governance and Accountability Return 2023/24.

Chair signed section 1 & 2 with Council’s approval of the figures and statement information contained within.

Cllr. P Hastings confirmed that the cost of the internal audit was £1500.00 and in the absence of a Clerk and Responsible Finance Officer there were additional costs incurred from the accountant in the sum of £1434.00

**Mjn 250640 Financial Matters**

1. **Account Information:**

Cllr. N Parkinson (Chair of finance) provided Council with a full financial overview and asked Council to note the balance of each account (Santander, Unity, and CCLA).

The current position of the bank accounts were noted by Council as:

Santander: £497.75

Unity: £224,729.04

CCLA: £800,000.00

Total Assets: **£1025,226.75**

1. **CIL Grants:**

Council agreed with the Finance Committee’s recommendation to approve the grant request submitted by Sir Tom Finney Football Club in the sum of £15,000.00.

It was noted that club had sought match funding and the proposed monies from Broughton Parish Council would be used for internal works and furnishings such as the sinks, toilets and décor.

1. **Banking:**

Cllr. Hastings proposed to close the Santander account once the CCLA payments have been redirected to the Unity Trust Bank Account.

Proposer: Cllr. P Hastings

Seconder: Cllr. N Parkinson

Council were advised that Santander, by way of apology had issued a hamper. The contents of which were offered to residents who attended the Neighbourhood Plan Consultation Review.

In addition, Council were asked to note a compensatory payment of £100 which has since been paid in to the Unity Trust Bank Account and will be kept in the reserves.

Council approved the schedule of transactions required for payment between 15th May 24 – 25th June 24.

1. **Public Rights of Way:**

Council noted the successful application for the Local Delivery Scheme in the sum of £500.00 and the Biodiversity Scheme in the sum of £300.00.

The Clerk is to discuss the community Orchard Grant with the Lengthsman and decide on the type of fruit trees which would be best suited in the garden area of the Toll Bar Cottage.

**Min 250641 Financial Regulations Document**

The council agreed to approve the Financial Regulations Document (NALC Model).

The approved regulations will be uploaded to the council website as an officially adopted governance document.

Proposer: Cllr. N Parkinson

Seconder: Cllr. P Hastings

**Min 250642 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
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

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

Location: 2, St Johns Court, Preston, PR3 5LG

1. 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

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

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

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

**Councils’ comments:** Broughton Parish Council have no objections to the above planning applications.

**Min 250643 Parish Action Plan**

**Village Scene:**

1. The council discussed the two planters that were generously gifted by a local parishioner and filled with flowers by a local nursery. The council expressed their gratitude and gave thanks to both the parishioner and Ribblesdale Nurseries for their kind and generous donation to the community.

The Parish council acknowledges that the planters were enthusiastically put in place before permission was received from Lancashire County Council and can confirm that a licence has been applied for retrospectively. In addition, one of the planters has been objected to by parishioners. It was agreed to await the formal response from Lancashire County Council and acknowledge that one or both planters may have to be moved.

**Traffic & Planning:**

1. Members of the council received a copy of Councillor Swarbrick's letter before the council meeting for their review.

 The letter referenced the following points:

1. War Memorial Road Surface
2. 20mph Speed limits
3. No parking zone signage
4. Double yellow lines for Woodplumpton Lane and Whittingham Lane
5. Parking outside Broughton High School.

 Council noted the contents.

**Broughton Neighbourhood Development Plan Review:**

1. Council noted that the consultation which was held on 22nd June 2024 was well attended with a lot of positive engagement with the local residents.

The Clerk drafted a report, post consultation detailing the electorates comments and advised the same would be distributed imminently.

 It was further noted that the consultation draft plan has gone to print ready for distribution to each household in Broughton.

**Min 250644 Employment Matters (Part II)**

*Meeting closed by Chair, Cllr. P Hastings at 20:11*

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

**Min 250645 Date of Next Meeting**

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

Finance Committee meeting- Tuesday 6th August 2024 6.45pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB.