

Broughton in Amounderness Parish Council

Proceedings of the Parish Council Meeting held on
Tuesday 29th October 2024 at 7:30pm

Present:

Cllr. P Hastings
Cllr. N Parkinson
Cllr. L. Brown
Cllr. M Bell
Cllr. S Sargeant

Jessica Dibble (Parish Clerk)
Lengthsman (Contractor)

Min 291076 Welcome from Chair

Meeting opened at 19:30

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

Min 291077 Apologies

Cllr. P Bunting
Cllr. L. J Oldcorn
Preston City Councillor S. Whittam

Min 291078 Declarations of interests

Cllr. M Bell declared an interest in item 13b.

Cllr. Bell was informed he would not be able to contribute to the decision surrounding the donation of sports kits for the children of Broughton in Amounderness Primary School.

Min 291079 Public Time

Broughton in Amounderness Parish Council

There were no public speakers present, however, Council agreed to close the meeting for Item 7 to allow the lengthsman to deliver his verbal report.

Min 291080 Approval of Minutes

It was resolved to sign the minutes of the full council meeting held on the 17th September as a correct and accurate record.

Proposer: Cllr. P Hastings
Seconder: Cllr. N Parkinson

Min 291081 Reports on meetings attended by Councillors

a) Broughton Parish Community Charity

Cllr N. Parkinson provided the council with a summary of the meeting held on October 8, 2024. It was noted that the cafe has been without a manager since April 2024. Following the most recent advertisement, the cafe has moved to stage 2 of the interview process.

The council raised concerns regarding the proposed salary for the manager, suggesting that it should be reviewed in light of recent pay increases and the level of responsibility involved. Cllr. Parkinson mentioned that he was under the impression that a member of the club was supposed to attend the meeting this evening to discuss comments about the financial support the council provides to the cafe, but no one was present.

Upon writing these minutes, written representations had been made on behalf of the charity.

It was further noted that the council is set to release an additional funding increment of £10,000. The council expressed that the cafe should strive to make further progress towards financial viability. While the concept of a community cafe is fully supported, it is essential that the cafe works towards achieving financial independence before the agreed review in 2026. Viable options to achieve this, should be explored by the charity through additional grants and funding from other sources.

The council agreed to discuss this matter further during the budget challenge in November, focusing on two key questions: How the council will continue to support the café following the initial agreement, and how much support should be provided.

NB: The Council agreed in February 2024 to support the café with £20,000 for year 2024/25 and £15,000 for year 25/26. It was agreed that subsequent years will be reviewed at the November 2025 budget challenge which will be subject to the Council's reserves and ongoing expenditure.

Broughton in Amounderness

Parish Council

b) Consultation meeting with the Muslim Parishioners

Councillor P. Hastings informed that she has responded to the queries raised by representatives of the Muslim community, along with the meeting notes drafted by the Clerk.

It was noted that to date, there has been no formal response. Both the queries and the supporting notes were circulated to the council prior to the meeting.

c) Scarecrow Festival

The Council agreed that this year's scarecrow festival was a great success. With 35 registrations in our annual competition and over 80 residents in attendance to our Halloween Family Fun Day.

Min 291082 Lengthsman's Report

The lengthsman provided the Council with the following verbal report:

Flowerbed Replanting at The Pepper Bistro:

The flowerbed outside 'The Pepper Bistro' has been cleared and replanted. With thanks to Plant World for donating over £450 worth of plants due to the shop closure.

Topsoil Donation:

A local farmer generously donated 2.5 tonnes of topsoil, saving the council £130. As a gesture of our appreciation, the Chair and Clerk arranged for a £20 gift voucher from the Toll Bar Cafe to be sent to the farmer.

Planting Activities:

Approximately 300 new plants and bulbs have been planted across flower beds in the village, including alliums, tulips, daffodils, crocosmia, and cyclamen.

Cenotaph Planting:

Recently, 50 cyclamen were planted by the cenotaph in time for Remembrance Day. Additionally, red tulips have been planted to bloom from March to May, and three types of poppy seeds have been scattered for a stunning display from June to August. The Council expressed their appreciation for Steve's efforts, confirming that the cenotaph looked beautiful.

Co-op Containers:

The lengthsman felt that the containers outside the Co-op looked a little sparse following the removal of the cosmos. However, it was confirmed that plans are in place to replenish these imminently.

Broughton in Amounderness Parish Council

Planter Sponsorship:

The lengthsman proposed a planter sponsorship initiative. He confirmed that six local businesses, including the local pub, have shown interest. On quick calculation he surmised that the initial sponsorship cost would be around £130 per planter, with ongoing costs of approx.. £40 per growing season. He suggested that In return, a small plaque will be placed on the planter to acknowledge the sponsors. The lengthsman believes that this initiative will help to attract votes for the "Blooming Broughton" campaign in 2025.

Bird Box Initiative:

the lengthsman is looking in to a local Government Grant Scheme for bird boxes to be created and installed in and around the village, more specifically, along the Guild Wheel. The proposal includes buying the wood and involving students from Broughton High School with making the boxes, saving costs and engaging with the community.

Min 291083 AGAR

Council noted that the Annual Accountability and Return is now been complete for 2023/24.

Council was asked to note the 'except for' matters raised by the external auditor with confirmation that relevant steps will be taken for year 2024/25 to remove these.

The except for matters are on the Councils website and available to view at any time.

Min 291084 Broughton Neighbourhood Development Plan

a) Parish Action Plan (PAP) Update

Councillor P. Hastings was unable to provide an update until Regulation 14 has concluded. A report will be provided to councillors at the next full council meeting, as the updated PAP will reference the revised Plan content.

b) Neighbourhood Plan Review

Councillor P. Hastings reported that the consultees were being notified of Regulation 14 and that Rule 15 consultation will begin in January for a further six weeks. The intention is that the plan will go to an independent examiner in March 2025.

c) King George V Field

Councillor P. Hastings reported that the work on the ditches was due to commence to improve the drainage on the field. However, it was noted that there will be a slight delay whilst an amphibian survey is carried out.

Broughton in Amounderness

Parish Council

d) Traffic Calming Measures

Work has begun at the entrance of the pinfold. Councillor Hastings reported that discussions are ongoing with Wain Homes and Lancashire County Council regarding the surface of the War Memorial, which needs attention. Further updates will be provided at the next council meeting.

A stop sign has been installed at Broughton Cross Roads, and the traffic order for the revised painted lines is currently pending. As part of the traffic calming measures, a meeting has been scheduled with residents of Broughton who have previously expressed concerns about speeding in the village. This meeting will take place on Wednesday, 13th November 2024, at 6 PM at Toll Bar Cottage.

Min 291084 Correspondence

- a) To note the recent correspondence from the representatives of the Muslim Community.

Noted and discussed as per minute 291081.

- b) To note the correspondence from the Broughton Inn.

There have been growing concerns from parishioners regarding tree which is growing from the roof at the Broughton Inn.

Council noted the recent correspondence from the brewery to advise this will be looked in to by the maintenance team.

Min 291085 Civility and Respect Pledge

The council noted the Clerks report and agreed unanimously to sign up to the pledge.

Min 291086 Financial Matters

- a) Council to note the verbal report from the Chair of Finance, Cllr. N Parkinson.

Cllr. N Parkinson summarised the finance committee meeting and advised council that the payment due to the Broughton Parish Community Charity in the sum of £10,000 is due to be paid this week.

It was noted that we were also due a CIL payment in the sum of 28,004.62. This will be paid into the Unity T1 account (CiL only).

Broughton in Amounderness Parish Council

Cllr. Parkinson advised that the Finance Committee 'Terms of Reference' were due to be ratified but will be amended to include the annual budget setting challenge which council complete each year as part of the Precept setting process.

In accordance with the Financial Regulations 2024, the requests for donations have been approved. A donation of £200.00 will be made to Broughton in Amounderness Primary School, and a donation of £360.00 will be given to the church wardens at Broughton Parish Church. Cllr. M Bell abstained from voting due to a declared interest but all other Councillors present unanimously agreed in favour.

- b) Council to review and note the accounts to date and note any recommendations from the chair.

Councillor N. Parkinson, Chair of Finance, presented the current status of the Council's bank accounts. The following reports explained by the Chair of Finance: Profit and Loss, Actual vs. Budget, and Bank Reconciliations.

The balances of each account were noted as:

Unity Trust Bank (Reserves):

- Balance as of last Full Council (16.09.2024): £75,711.21
- Outgoing: £30,793.43
- Incoming: £4,695.07
- Balance as of 29.10.204: £49,612.85

Unity Trust Bank (CIL Interest)

- Balance as of last Full Council (16.09.2024): £0.00
- Outgoing: £0.00
- Incoming: £23,619.37
- Balance as of 29.10.2024: £23,619.37

CCLA:

- Balance as of last Full Council (16.09.2024): £900,000.00
- Outgoing: £0.00
- Incoming: £0.00
- Balance as of 29.10.204: £900,000.00

Broughton in Amounderness Parish Council

Total Assets:

Unity:	£73,232.22
CCLA:	£900,000.00
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Total Assets:	£973,232.22

Cllr. M Bell left the meeting at 20:24

Lengthsman left the meeting at 20:26

The Chair proposed a motion to close the meeting. Councillors agreed to the motion via the chair to close the meeting and move in to Part II at 20:26. The discussion held between councillors solely related to financial matters which were deemed confidential or commercially sensitive at this time.

Council reopened the meeting at 20:37 to continue with council business.

- c) All transactions made between 10th September 2024 and 29th October 2024 were authorised.

Proposer: Cllr. N Parkinson
Secunder Cllr. S Sargeant

- d) Cllr Hastings advised that there was no further update available regarding the Sir Tom Finney Football Club grant.

Min 291087 Grants

- a) Donation request from the Church Wardens of Broughton Parish Church - awarded in the sum of £360.00 for Remembrance Day.
- b) Donation request from Broughton in Amounderness Primary School – awarded in the sum of £200 for new sports kits to encourage youths to engage more in physical activity.
- c) Council noted the Enviro grant request submitted by the chair towards the park in the sum of £30,000.00.

Grants submitted by Broughton Parish Council

- a) Community Orchard grant request was successfully submitted by the Clerk on 16th October 2024.
- b) The Defibrillator has now been installed at the Toll Bar Cottage and this was successfully unveiled by the Deputy Mayor of Preston City Council, Sue Whittam at our Scarecrow Family Fun Day on Saturday 26th October 2024.

Broughton in Amounderness Parish Council

NB: a Letter of thanks was sent to County Councillor Paul Rigby for allocating grant funding towards the cost of the defibrillator and installation.

Min 291088 Events

- a) Councillors confirmed their attendance for the Remembrance Day services.
- b) Councillors confirmed their attendance to the budget challenge on 22nd November 2024 at 4:30pm.
- c) Councillors confirmed their attendance to the Christmas lights switch on, on 29th November and noted the kind offer of assistance on the evening from The Foot Room and The Terrace Hair and Beauty who agreed to offer mulled wine and mince pies on the evening.
- d) Councillors agreed to postpone the Christmas meal until January 2025.

Min 291089 Consideration of Planning & Licence Applications

Planning Application: 06/2024/0844 – No objections from Broughton Parish Council.
Planning Application: 06/2024/1011 – No objections from Broughton Parish Council.
Planning Application: 06/2024/1019 – No objections from Broughton Parish Council.
Planning Application: 06/2024/1014 – No objections from Broughton Parish Council.
Planning Application: 06/2024/1064 – No objections from Broughton Parish Council.

Min 291090 Date of Next Meeting

Parish Council meeting – Tuesday 10th December 2024 at 7:30pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB.

Finance Committee meeting – Tuesday 10th December 2024 at 6:45pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB.

Meeting closed by Chair, Cllr. P Hastings at 20:42