**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council meeting – due to COVID19 pandemic

Held on line via Zoom platform

Tuesday 13th October 2020 at 7.30pm.

**Present**: Cllrs. Mrs. P. Hastings, N. Parkinson, P. Bunting, Mrs. L.J. Oldcorn and Mrs. L. Eccles.

**In attendance**: Mrs. C. Worswick – Clerk

**The background to this meeting**

**SLCC Advice:**

*The Government has now issued the regulations that will give local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings. These ‘Regulations’ (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) come into force on 4 April 2020.*

*These give local authorities (including parish Councils) greater flexibility in terms of how they conduct meetings.*

*The Explanatory Memorandum accompanying the Regulations states the following:*

*"These Regulations make provision to enable local authorities to hold meetings remotely including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming. The Regulations further modify existing legislative provisions to remove the requirement for local authorities to hold annual meetings, and to enable requirements for public and press access to local authority meetings and associated documents to be complied with through remote means and website access.”*

**Open Forum** (two parishioners and City Councillor Woollam joined the meeting online)

Concern was expressed over planning permission being granted for the Touch of Spice site. Unfortunately nothing more can be done by the Parish Council

1. **Apologies for absence**

Apologies were received and accepted from Cllrs. L. Brown and S. Sargeant.

1. **Declaration of Interests**

None.

1. **Confirm the minutes of the Parish Council meeting held on the 1st September 2020**

The minutes of the Parish Council meeting which was held on 1st September 2020 were confirmed and signed as a correct record.

**4. Reports from meetings and agree actions from committees**

**LALC Executive – 19.09.20 –** Cllrs. Hastings reported that Eileen Murray from Grimsargh PC has resigned from PAC and a Parish Cllr. As Cllr Hastings is the Vice Chair of PAC she was asked to step into her roles until next March.

There were reports on the Best Kept Village completion, Environmental Management Schemes working on coastal paths in the area, PROW and the Forest of Bowland – Peat project.

Concerns were expressed that a number of PC’s have not met since March – in Lancashire 75% have met virtually. PC’s need to respond to the Planning white paper. The local government proposed changes in Lancashire to a 2 tier system with 3 (5) local authorities. Cllr. Geoff Driver is to speak on this at the LALC AGM.

**PAC – 30.09.20 -** Cllr Hastings reported all parishes except Haighton and Goosnargh were present and they to be contacted to be encouraged to take part.

With Eileen Murray resigning it was agreed not to hold the AGM until March 2021.

Barton and Woodplumpton are at the Rule 14 consultation stage of their Neighbourhood Plans.

**Finance – 13.10.20** – Cllr. Parkinson reported on the earlier meeting. We have a healthy precept budget of £38k. We have received £6973 from the Lancashire Environmental Fund.

The current CiL balance is £62,207.35. Cllr Hastings reported that we are due to receive at least £52,250 from Cil at the end of October as the Sandygate Lane development has paid their 1st instalment. The actual amount is to be confirmed.

A procedure was agreed for authorising the invoices for contractor for the cottage.

The Budget challenge meeting is to be held virtually on 20th November at 5pm to discuss precept budget.

**Cottage committee** – Cllr Hastings gave an updated progress including a list of what the builder has done to date.

**5. Items for consideration**

1. **Consultation update
VIS 8, consultation report & PCC advice**

**VIS8** - Cllr Hastings reported that 4 people had attended the virtual village information session online – the report is to go on the website.

**NP** - Christina Margerison – PCC has reported on what we need to be doing next with the NP. 2 Policies are recommended to be changed and they are helping to draft these. Para 14 – Localities link – we are waiting for a response from PCC and Locality. RES1 is to be redrawn.

**126a Whittingham Lane** – the developer has asked phase 2 to be included as a site for development and asked us to withdraw our objections. Whittingham PC originally objected to the 2 original plans.

Discussion took place and it was **resolved** that a response should be made to them stating that we cannot see anything different from the original objections, so it still stands.

**PAP** – Cllr Hastings is to update the plan and circulate in due course.

1. **Woodplumpton and Barton PC’s – Consultation on draft Neighbourhood Plans**

Cllr. Hastings reported that she had looked at the plans and there was no mention of the Broughton Neighbourhood Development in them. Neither has allocated any sites for development. Barton have a policy on the adjoining “Area of separation”. Discussion took place on whether any plan was going to be strong enough to stop development in the future?

It was **resolved** to write and acknowledge both plans.

1. **PCC – Standards Committee**

PCC have highlighted the use of social media by Parish Councillors on behalf of the Parish Council as there has been incidents reported to the Standards Committee. Their advice note has been circulated. The Clerk reminded everyone of their duty to be very careful on any form of social media and that Cllrs. own personal views do not necessarily reflect that of the Parish Council.

1. **LCC Cllr. Keith Iddon – response to concerns raised with regards to items in the Parish Action Plan**

Cllr Hastings reported that his response did not address properly the issues raised.

* Parking generally in the village was discussed due to the current roadworks along Garstang Rd. Cllr. Hastings had spoken with Mark Taylor PCC Parks, who has suggested that we get the carpark resurfaced at some stage. The traffic police have suggested asking LCC to put signs on the pavements near the schools such as “little people”.
* The carpark is currently full at 9.30am with contractors vehicles. Signage was discussed and it could be better with clearer restrictions being displayed. This is to be investigated.
* The stop sign at the crossroads – we need to keep getting people to report issues.
* Residents who back on to the Gates of Bengal site were originally told by the developer that they could park there, they have been informed that they cannot park there once development commences. LCC have been contacted to see if the bays in front of the properties can be allocated for the next 18 months.
1. **PCC Environmental volunteer officers**

Cllr Hastings reported on the email received from PCC. Basically staffing cuts have been made so they are recruiting volunteers. It was **resolved** for the information to be placed on the noticeboards.

1. **Flooding in the village**

Discussion took place on sites that are flooding in the village. It was resolved to produce a flooding map and put sites on the Mario system then forward to LCC.

It was agreed to grade the floods:

1. Happens all the time
2. Any rain
3. Occasionally

A time limit of 2 weeks has been agreed and Cllrs are asked to forward places for the map.

1. **Toll Bar Cottage**

Cllr Hastings had circulated a progress report on the work done to date. It was **resolved** to accept that this had been agreed with Cllrs and signed off for payment.

1. **Christmas Tree and Remembrance Sunday**

Cllr. Oldcorn reported that she has been contacted by PCC with the costs of the tree lights for this Christmas. Because of the size of the tree in the cottage garden and the fact we had to buy more lights, time wise this worked out very expensive last year. Barton Grange have been approached, but they were more expensive. It was **resolved** for PCC to do it again this year, but to look at getting sponsors.

The switching on event was discussed. It was agreed that this would be held via Zoom.

Cllr. Oldcorn confirmed that 2 wreaths had been ordered for the War Memorials. It was **resolved** for Parish Councillors to meet at the war memorial at 11o’clock to place the wreath and not with the church at 12md, all socially distanced to Fernyhalgh to do the same there.

1. **Roles and responsibilities**

The Clerk went through the roles and responsibilities currently held by Parish Cllrs. It was **resolved** to update and circulate.

**6. Planning applications**

1. Cllrs. considered the following applications and it was **resolved** not to object as this is not in Broughton Parish

**06/2020/0994** – permission in principle for up to 9no. dwellings – **Land off Langley Lane, Broughton.**

1. Cllrs. Considered the following application and it was **resolved to** object:

**06/2020/0941** – 12no. commercial units for a mix use of (Class E) (Class B2) and (Class B8) – **Land at Eastway, Durton Lane, Land north of Eastway, Eastway/Durton Lane, Broughton.**

**7. To consider and approve the Management accounts and bank reconciliation for m/e 30th September 2020.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 30th September 2020.

**8. It was resolved to approve the following payments/receipts**:

**General fund**

Lancs Environmental Fund – grant funding £6973.00

 **Cil fund**

 **Payments**

 **General fund**

 Employee 1 – Salary Sept 2020 £364.67

 HMRC – Tax Sept 2020 £91.20

 P. Hastings – Zoom subs Oct 20 £14.39

 C. Worswick – Home working allowance Sep 20 £26.00

 Moore & Smalley – Quikbooks licence qtrly £36.00

 Integrate – village tidying £180.00

Moore & Smalley – payroll 6 months £157.82

 **Cil fund**

 Napthens solicitors – Finalising Contract for TBC £600.00

 Napthens solicitors – Drafting Contract for TBC £687.20

 Came & Co. – Insurance for building works TBC £336.00

 Vista Construction – building works TBC (1) £16425.46

 **Future meeting dates**

 Meeting dates for 2021 are as follows:

12th January 2021

23rd February 2021

13th April 2021

18th May 2021

6th July 2021

7th September 2021

26th October 2021

7th December 2021

 **Cottage committee**

**Budget challenge meeting 20th November 2020**

**Parish Council meeting 1st December 2020**

**Finance committee 1st December 2020**

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**Chair**