**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 6th December 2016 at 7.30pm

**Present**: Cllrs. Mrs. P. Hastings, Mrs. K. Galloway, Mr. D. Callaghan, Mr. N. Parkinson, Mrs. B. Adams and Mrs. L.J. Oldcorn,

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

**Members of the public who wish to raise issues**.

There is a 15 minute opportunity before the meeting to listen to representations from the public, police or community groups wishing to bring matters to the attention of the Council or seek advice. If this allocated time overruns, they may contact the Clerk, who will place the item on the next agenda. Matters requiring a Council decision or support must be included as a specific Agenda item.

**Stephen Threlfall – Community Engagement Officer – Hochtief**

Cllr Hastings asked if Mr. Threlfall would be able to produce a leaflet giving an update on the bypass and proposed timescales for distribution to parishioners.

AED training is to be provided by Hochtief and the WI/ High school/ Church representatives are interested. Cllr. Hasting sis to forward details on to him.

Representatives from the Girl Guides were at the meeting and asked for clarification regarding the field. Cllr Hastings explained that PCC may be contracted to draw some plans then local groups will be approached and invited to make comments.

**1. Apologies for absence.**

None received.

**2. Declarations of Interests-**

Members are reminded of the requirement to disclose any interest in any matter to be discussed at this meeting.

None declared.

**3. Confirm the minutes of the Parish Council meeting held on 25th October 2016- (already circulated)**

The minutes of the Parish Council meeting held on 25th October 2016 were confirmed and signed as a true record.

**4. Planning applications received – To consider the following applications:**

It was **resolved not to object** to the following applications:

**06/2016/0979** – two storey rear extension incorporating a canopy link to outbuilding – **3 St. Johns Court, Broughton**.

**06/2016/1077** – single storey side and rear extension – **13 Willow Tree Ave, Broughton.**

**5. To consider reports from Councillors who have attended meetings on behalf of the Parish Council. This is for information only.**

**Sandygate Lane residents group –** Cllr. Parkinson reported he had attended. The planning applicant had asked for an extension to hearing in January. The group are to elect a spokesperson to attend in January but are awaiting reports from Council officers.

**LALC** – Cllr Hastings attended the Executive meeting. Very little was discussed. BNFL are building 2 power stations in Cumbria which need to link to the national grid. One option may go under Morecambe Bay, the other down the A6 corridor. Plans need to be in place before building starts. Subscription fees are not to be increased this year and training dates are to be publicised.

**PAC** – the meeting was cancelled.

**6. Items for consideration**

1. **Dispensation to Parish Council members**

Cllrs present declared a pecuniary interest in relation to the setting of the Precept and had submitted a written request to the Clerk requesting for dispensation under s31 of the Localism Act 2011. The Clerk considered the requests and **granted** them under s33 of the Localism Act 2011 - for a period up to and including the date of the next Annual Parish Council Meeting following the next full elections. Cllrs. Mrs. B. Adams and Mr. D. Callaghan do not live within the parish, therefore did not request dispensation.

1. **Parish Precept 2017/18**

* Cllrs considered the budget proposals for 2017/18 and **resolved** to set the Precept for 2017/18 at £11,900. Funding was allocated to the appropriate budget headings. The Clerk is to inform PCC in due course.

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| Clerks fee | £4250 |
| HMRC | £1000 |
| General maint. | £1000 |
| Christmas Tree | £1000 |
| Christmas Tree – electric | £75 |
| Village tidying | £1500 |
| Insurance | £1000 |
| LALC | £400 |
| SLCC | £110 |
| Postage | £100 |
| Stationery & Periodicals | £300 |
| Room Hire | £300 |
| Audit fees | £400 |
| Training & travel | £100 |
| Grasscutting | £5000 |
| Communications | £500 |
| IT software & equipment | £75 |
| Internet charges | £120 |
| Donations | 0 |
| Website hosting fee and web maint. | £250 |
| Flowertubs | £1750 |
| Wreath | £50 |
| CPRE | £36 |
| **Capital projects** |  |
| Neighbourhood plan | £2500 |
| **TOTAL** | **£21816** |

* **CIL Income:** £76,800 received 31/10/16, minimum (dependent on new houses occupied) £76,800 to be paid 31/10/17.
* Cllrs discussed the CIL budget for 2016/17 in light of receiving the above funding. It was resolved to allocated £7,500 to the playground project and £1,700 to PCC – plans for fields.
* Cllrs resolved to review the CIL budget for 2017/18 in April 2017.

1. **Bank mandate**

A new bank mandate was signed by Cllrs, authorising one signatory to transfer funds between accounts either in person at the bank or over the telephone.

1. **Year-end accounts**

Cllrs considered appointing a firm of accountants to produce future year end accounts and undertake the payroll function of the parish council and to manage the CIL budget and any possible future investments. (The Clerk will remain the Responsible Financial Officer). It was **resolved** for the Clerk to approach a firm of accountants and report back at the next meeting.

1. **Playground refurbishment**

Cllrs Hastings reported on the playground refurbishment. Drains and new pathways are to be installed. PCC have removed some of the equipment. Letters have been sent to residents in the immediate area. It is due to be completed in January, depending on the weather.

1. **General Power of Competence – Clerk**

The Clerk confirmed that she has obtained the above module – it was part of the CiLCA qualification.

1. **Broughton Club**

Cllr. Hastings reported on the recent meeting with the PC and Broughton Club, regarding the club’s facilities. It was **resolved** that until the PC can come up with a firm list of facilities parishioners would like to see developed, it was agreed that this or other options could then be pursued.

1. **LCC – A6 Broughton bypass, Broughton – (Revocation and 40mph speed limits) Order 201**

Cllrs. noted LCC’s proposal regarding the above speed limits.

1. **Integrate**

Cllrs discussed Integrates role in the village as lengthsman and it was **resolved** that Cllr Adams would discuss and negotiate the contract with Integrate for the village tidying for 2016/7.

**7. Action items for review**

**Neighbourhood Plan** – Cllr Hastings reported that the end of grant report had been submitted – we have accepted it and they have donated £15 to the Parish Council.

**Bypass updates & post bypass Village improvements** – discussion took place on village improvements post by-pass and it was agreed that a possible task and finish group should be formed with the first meeting possibly 10th January 2017, where all information that has been gathered can be collated and an action plan formed.

**Cuadrilla** – Roseacre Wood site

**CIL Monies**

**8. To consider and approve the Management accounts and bank reconciliation for m/e 31st October 2016.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st October 2016**.**

**9. To approve the following payments/receipts**:

It was **resolved** to approve the following payments:

Restricted funds:

T. Brown – Consultant £1614.75

P. Hastings – printing & consumables £104.37

P. Hastings - wreath/toner/ postage £60.33

Precept budget:

C. Worswick – Oct 2016 £323.37

HMRC Tax – Oct. 2016 £80.84

Wickstead Playground equipment £6572.83

Barton Grange Power washing war memorial £150.00

Barton Grange Grass cutting (2) £2082.00

Integrate Village tidying £132.67

C. Worswick Salary & NP meetings Nov 16 £443.37

HMRC Tax Nov 16 £110.84

C. Worswick Post & internet £18.55

Broughton Club Room hire £300.00

L. Oldcorn Xmas tree gift donation £30.00

Heartbeat s137 donation £55.00

**The date of the next meeting is 17th January 2017**

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**Chair**