**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council meeting – due to COVID 19 restrictions

Held on line via Zoom platform

Tuesday 1st December 2020 at 7.30pm.

**Present**: Cllrs. Mrs. P. Hastings, N. Parkinson, P. Bunting and S. Sargeant.

**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** (one parishioner joined the meeting online).

Nothing raised.

1. **Apologies for absence**

Apologies were received and accepted from Cllr. L. Brown, Mrs. L. Eccles and Mrs. L.J. Oldcorn.

1. **Declaration of Interests**

None.

1. **Confirm the minutes of the Parish Council meeting held on the 13th October 2020**

The minutes of the Parish Council meeting which was held on the 13th October 2020 were confirmed and signed as a correct record.

1. **Reports from meetings and agree actions**

**Finance committee**

Cllr. Parkinson reported that the Budget Challenge meeting had been held, it was felt that in future years perhaps more time should be given to debating and discussing ideas.

The current main budget has a balance of £32,620 – there will be further spending until the year end, so this will reduce.

The current CiL balance is £65,368 – this is earmarked to pay for the renovations at Toll Bar Cottage.

The Finance Committee recommended that the small grants fund be temporarily suspended until further CiL money is received.

The precept for the forthcoming year 2021/22 was discussed – see below.

**Parish Action Plan**

Cllr. Hastings reported that this has been updated. Discussion took place on whether Broughton could become a conservation area. A consultant could be employed to do the work and submit the report at a cost of around £3k. This is about design and new developments and could control any demolition of buildings within the village. Cllr Hastings has corresponded by email with Chris Blackburn PCC – who stated that PCC will not commit any resources to it, but if we commissioned a consultant to do it, then they may accept it.

It was agreed to place this on the January agenda and Cllr Hastings to ask the consultant to attend the January meeting to provide more details and answer queries.

**BNDP**

Cllr. Hastings reported that Christina Margerison and Natalie Beardsworth are helping with this. They are waiting on wording for it for policy RN1

**Planning White Paper Consultation**

A response has now been submitted online. Cllr Hastings reported that a parishioner had requested a copy but this has not yet materialised.

1. **i) Dispensation to Parish Council Members**

The Clerk **resolved** to grant dispensation to all Parish Councilors under section 33 of The Localism Act 2011, in order that they may participate in the budget setting process of the Parish Council. Forms were duly completed by all Parish Councilors present and will expire in December 2022.

**ii) Financial return y/e 31st March 2020**

It was **resolved** that Cllrs considered and approved the financial return for y/e 31st March 2020, which has been approved by the auditors, they had nothing untoward to report. The cost of this was £600 plus VAT and Cllrs need to be mindful that this amount will increase as and when our income and expenditure changes. The charge is a banding system of charges.

**iii) Parish Precept 2021/22**

Cllr. Parkinson went through the revised budget proposals and it was **resolved** to set the precept for 2021/22 at £23,000. The following budget headings are to be used for expenditure.

|  |  |
| --- | --- |
| Clerks salary | 4676 |
| HMRC | 1169 |
| General maintenance | 200 |
| Xmas tree lights | 1200 |
| Village tidying | 2750 |
| Insurance | 1300 |
| SLCC | 140 |
| Postage | 150 |
| Stationary and periodicals | 155 |
| Quickbook subs | 160 |
| Room hire/Zoom | 0 |
| Training/ Travel | 250 |
| Grass cutting | 5750 |
| Communications | 400 |
| IT software/equipment | 500 |
| Clerk – Home working allowance | 350 |
| Donations | 1500 |
| Web Host & maint | 500 |
| Wreaths for Remembrance Day | 60 |
| CPRE | 40 |
| LALC fees | 375 |
| KGV field– PCC contribution | 1500 |
| ICO | 36 |
| Ext audit fees | 1200 |
| Int audit fees | 1000 |
| Payroll | 300 |
| Gen admin | 50 |
| Bank fees | 400 |
| Community events | 500 |
| Toll Bar Op. costs | 5000 |
| War memorial maintenance | 2000 |
| Village furniture/bins | 3000 |
| Village signs | 1200 |
| **Total** | **37,771** |

It was **resolved** for the Clerk to inform Preston City Council in due course of the amount required.

**iv) War memorial – accident to parishioner**

This item will be dealt with under closed business.

**v) War Memorial – remedial work**

Cllr Hastings reported on the remedial work that needs doing on the war memorial to prevent accidents. It needs treating for algae, a sealant to the paving stones and hand rails by the steps. Contractors are to survey and supply quotations.

**vi) Touch of Spice development – change of planning classification to C3 and meeting with new owners – Gateway**

Cllr Hastings reported that objections to the new planning application have been submitted to PCC. The Parish Council have also met with the new owners Gateway Community Housing to discuss the amended plans. The PC will have to wait and see what the planning decision is in due course. If rejected Midas could revert to the accepted plans with class C2 designation.

Discussion took place on whether to take legal advice over possible legal actions, however it is the planning committee’s decision. One Cllr did not feel legal advice or action was an appropriate use of public money on legal action.

After further discussion it was **resolved** to hold a public meeting via Zoom.

Cllr. Sargeant is to produce an agenda.

**viii) Broughton crossroads roadworks**

Cllr Hastings reported that a response had been received from the Rt. Hon Ben Wallace MP, who stated he had looked at our concerns and passed the matter on to the Department of Transport and LCC.

Cllr. Ken Iddon from LCC responded to our letter regarding the utilities work and stated that the 20mph speed limit will not be increased to 30mph to make it enforceable.

The possible options were discussed at length and suggested courses of action were agreed.

It was **resolved** to start a national petition to enforce 20mph speed limits

It was resolved to write to the Department of Transport for that the slow sign at the crossroads be replaced with a STOP one.

The reinstatement of village realm works will projected to be done once all the utilities works have been completed next year.

**ix) Car park signs**

PCC have agreed the wording and placement of the signs for the car park and Cllr Hastings has ordered them.

**x) NALC – Committee on Standards in Public Life Consultation**

It was **resolved** not to comment on the above consultation.

**6. Planning applications**

1. Cllrs considered the following planning applications and it was **resolved not to object:**

**06/2020/1133** – new vehicular access off Garstang Rd and erection of a detached garage with associated works – **Key Fold Farm, 430 Garstang Rd, Broughton.**

**06/2020/1163** – 2no. dwellings – **Land adjacent Winders Lodge, Durton Lane, Broughton.**

**06/2020/1167** – single storey side extension – **49 Whittingham Lane, Broughton.**

**06/2020/1215** – outline planning application seeking approval for access only for 10 no. dwellings (all other matters reserved) (Resubmission of 06/2018/0638) – **Land at Langley Lane, Broughton. Not in Broughton Parish**

**06/2020/1239** – temporary marketing suite with associated works – **Land at Sandygate Lane, Broughton.**

1. Cllrs considered the following applications and it was **resolved to object:**

**06/2020/0963** – erection of 2no. storey building containing 2no. flats, following demolition of existing outbuilding and store to rear – **480 Garstang Rd, Broughton**.

**06/2020/1144** – 2no. part two/part three storey buildings containg 52no. affordable apartments for people aged over 55 (Class C3) with associated landscaping, car parking and new access off Woodplumpton Lane – **A Touch of Spice, 521 Garstang Rd, Broughton.**

Discussion took place regarding the apartments at **Park House.** Cllr Sergeant stated that the developer has taken off the market the apartments, therefore clarification is needed as to whether they are being sold as houses or apartments. The Parish Council didn’t object to the apartments as that is in line with the BNDP.

The PC wish to seek clarification from PCC as to whether there are changes to the agreed plans - if they are significant does the developer then need to resubmit plans to the authority thus giving the PC a chance to comment on the revised plans.

The Clerk is to contact Natalie Beardsworth – PCC Planning to seek clarification on this matter.

**7. To consider and approve the Management accounts and bank reconciliation for m/e 31st October 2020.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st October 2020.

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

**Receipts**

**General fund (restricted funds)**

National Lottery Community Fund £10,696.80

**Cil fund**

Cil payment – Oct 2020 £56,909.62

**Payments**

**General fund**

Employee 1 – Salary October 20 £396.63

HMRC – Tax October 20 £99.20

Barton Grange – grasscutting (2) £2196.00

PCC – greenspace cont. 2020/21 £1194.00

Royal British Legion – wreaths and donation £60.00

Employee 1 – Salary November 20 £382.31

HMRC – Tax November 20 £95.40

C. Worswick – Home work allow – Oct 20 & postage £34.45

**Cil fund**

Vista Construction – building works TBC (2) £34,968.00

**Future meeting dates**

**Cottage committee Tuesday 8th December 2020 @9am**

**Public Meeting Sunday 13th December 2021 @1pm**

**Finance committee Tuesday 12th January 2021 @ 6.30pm**

**Parish Council meeting Tuesday 12th January 2021 @ 7.30pm**