**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton & District Club, Broughton.

Tuesday 16th February 2016 at 7.30pm.

**Present**: Cllrs. Mrs. P. Hastings, Mrs. L. Oldcorn, Mrs. B. Adams, Mrs. K. Galloway.

**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.

1. **Apologies for absence.**

Apologies were received and accepted from Mrs. J. Pye and R. Thistlethwaite.

1. **Declarations of Interests**

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

Nothing declared

1. **Confirm the minutes of the Parish Council meeting held on 12th January 2016 – (already circulated)**

The minutes of the Parish Council meeting held on 12th January 2016 were confirmed and signed as a true record.

 The Clerk confirmed there has been no update from Network Rail.

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

 **06/2015/1059** – erection of single storey building to house borehole pump – Water treatment works - **61 Woodplumpton Lane, Broughton**.

 Cllr Hastings reported that this application is at the United Utilities site and she has received an email stating they are to demolish some of the buildings over the next 6 months and UU are looking at the land being for community use.

 **06/2016/0025** – erection of two storey extension to side and single storey extension to rear of dwelling following demolition of existing garage – **16 Moorfield Close, Broughton.**

 **06/2016/0025** – erection of bay windows and replacement porch to front, two storey and single storey extension to side and single storey extension to rear of dwelling following demolition of existing front porch and detached garage – **16 Moorfield Close, Broughton.**

 **06/2016/0047** – erection of single storey extension to existing detached garage – **465 Bankfield, Garstang Rd, Broughton.**

 **06/2016/0063** – erection of dormer extension to front and rear of dwelling – **6 Moss House Rd, Woodplumpton.**

It was **resolved** not to object to any of the above applications.

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

Cllr Hastings reported she had been unable to attend either the PACT or LALC meetings as had Cllr Pye, minutes are to be forward by the clerks.

**6. Items for consideration**

1. **The Clerk had previously circulated reports and copies of all necessary documents needing approval:**

The Councils Risk Management Policy Statement 2016

The Councils Risk Management Register 2016

The Councils Asset Register 2016

The Review of the Effectiveness of Internal Audit and Internal Control 2016

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

* To appoint Mr. Robert Bailey as the Parish Councils Internal Auditor for 2015/16.
* The fee charged by Mr. Bailey for the 2015/16 Internal Audit shall be no more than £250.00.
* The adoption of the Internal Audit Terms of Reference as part of the 2015/16 audit procedure.
* The adoption of the Internal Control and Suggested Testing document as part of the 2015/16 audit procedure.
* The adoption of the Effectiveness of Internal Audit document as part of the 2014/15 audit procedure.
* The adoption of the reviewed Councils Risk Management Policy Statement for 2015/16 as part of the procedures of the Council.
* The adoption of the Councils Risk Management Register for 2015/16.
* The adoption of the Councils Asset Register as of 31st March 2016 as part of the 2015/16 audit procedure.
1. **Lancashire Best Kept Village Competition 2016**

 Cllrs **resolved** to enter the various locations in the village for the above competition, the entry fee being £25.00. As the work is ongoing on the By Pass it was resolved not to enter the Village as an entity. The Clerk is to contact entrants in due course.

1. **Training with LALC**

 Cllrs training session with LALC is to be held on the 21st April 7 – 9pm. Discussion took place over the suitability of using the bowls pavilion at the club – as the bowling season will have started and they may need it for a match. It was **resolved** for the Clerk to approach the Marriott and reserve a room with refreshments.

1. **Neighbourhood Plan**

 Cllr Hastings gave an overview from the Task & Finnish group:

 The grant application is to be sent in this week, with an advised response within 2 weeks. The boundary of the plan has been advertised on the PCC website and will go to the council on the 8th March for ratification. Two councillors are to attend the presentation by CPRE. The next group meeting will be once we are advised if we have been successful in our grant application.

1. **Cuadrilla appeal**

 Cllrs considered the parish councils position regarding our previous submission on this item. With regards to the current route and whether our submission is sufficient or if we wish to present at the enquiry. It was **resolved** not to add any further comments to the enquiry.

1. **Grasscutting**

 Cllrs. considered Barton Grange’s quotation for the forthcoming year of £3470.00 + VAT and **resolved** to accept it. The Clerk to contact Barton Grange in due course.

1. **PCC – Standards Committee representatives**

 Cllrs considered the request from PCC regarding nominations from Parish Councillors to be representatives on the above committee. Nominations are to be sent to PCC by 26th February, if there are any interested parties.

1. **Stagecoach No 4 bus – Longridge – Preston**

 The above bus service is under threat from the LCC budget cuts. Cllr Hastings reported she has been approached by residents who use this service regularly. Stagecoach are consulting on the number of passengers and usage. The results of the consultation will be considered by Stagecoach who will then decide on which buses services are removed or whether the route goes completely. There is a need to ask residents to complete the online form. It was resolved for the Clerk to put this on the noticeboard and write to Stagecoach.

**7. Action items for review**

 Cuadrilla – Roseacre Wood site.

 Neighbourhood Plan.

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

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

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

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

 Integrate – village tidying £235.34

 C. Worswick – January 2016 salary £320.19

 HMRC – January 2016 income tax £80.04

 C. Worswick – postage and internet £32.40

 Viking – printer toner £44.39

 LBKV competition entry fee £25.00

 P. Hastings – remembrance wreath £12.00

The date of the next meeting is **5th April 2016**.

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**Chair**