**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 21st February 2017 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.

Mr. Ken Chapman reported on the number of trucks coming down Woodplumpton Lane. There are over 10 per hour passing through day and night. Cllrs stated that we need to know where they are coming from and their purpose/owner as we need evidence before any action can be taken.

Mr.S.Threlfall from Hochtief had sent his apologies to the meeting, but had informed Cllr Hastings that Durton Lane is due to open next week. The M6 filter lane is closed until further notice.

**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 17th January 2017- (already circulated)**

The minutes of the Parish Council meeting held on 17th January 2017 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:

 **06/2017/0034** – erection of 4no. dwellings, two storey rear extension and detached garage to existing farmhouse following demolition of outbuildings and formation of new access off Durton Lane (pursuant to 06/2016/0239 to seek variation of condition no. 2 “Approved Plans” and no. 15 “Details of septic tank” – **Church Hill Cottage, Durton Lane, Broughton.**

 **06/2017/0068** – creation of site access to land south of Durton Lane and highways improvements – **Land to East of, Durton Lane.**

 **06/2017/0080** – Three storey side extension following demolition of outbuilding, alterations to front elevation, balcony to front, single storey extension to rear – **The Lodge, 420, Garstang Rd, Broughton.**

 **06/2017/0103** – Two storey and single storey side extension, porch to front following demolition of outbuilding and porch – **Tally Ho, Tally Ho, Haighton Green Lane, Haighton.**

It was **resolved to object** to the following application:

**06/2017/0097** – Outline application for residential development for up to 130 houses with access considered – **Key Fold Farm, 430 Garstang Rd, Broughton**.

**06/2016/0736 -.Update on Sandygate lane application**

**There has been an updates from the highways department LCC –stating that they had no objections from them.**

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

**PAC meeting**

Cllrs Hastings reported that the issues regarding Greenspaces (6ii) had been discussed and are awaiting more information to come through.

SPID devices – looking at having new signage for them and installing solar panels so that they are constantly charged.

**HCA meeting**

Cllrs. Hastings and Parkinson met with a representative from Homes and Communities Agency, they have asked FYW to do a feasibility study on 3 plots of land off Durton Lane near the motorway. They have prepared reports before an outline planning application is submitted in October 2017. They are looking at an ecological study and PH & NP talked to them about the housing density and mix of housing in the area, with some affordable and rentable housing. They have also asked them to consult with housing associations such as Gateway Housing Association.

There is to be a public consultation event to be held in April this year.

**6. Items for consideration**

1. **Neighbourhood Plan Steering Group**

Cllr. Hastings reported that the Steering Group have adopted the updated plan with the changes asked for in the consultation. The final plan is nearly ready for printing: there are some maps to be inserted and some areas where PCC are to advising. Cllr. Hastings is in the process of collating all the evidence for the evidence file.

The key changes are:

The removal the area of separation to the north of the village.

The number of houses on any proposed development is to be no more than 20 houses. The Steering Group have recommended that the Parish Council accept the plan subject to the insertion of the maps.

It was **resolved** that the Parish Council accept the Neighbourhood Plan subject to the insertion of the maps, Preston City Councils advice and submit it to Preston City Council ready to be assessed as soon as possible.

1. **Preston City Councils proposal for the dialogue around funding of Greenspace Maintenance**

Cllr. Hastings reported that PCC had sent a letter stating they were reviewing all the maintenance of the greenspaces in the rural areas for 2018/19.

Representatives from PCC had called a meeting and they stated that only general maintenance will be carried out i.e. grass cutting 3 times a year, weekly H & S checks on playgrounds will cease and they would not therefore be insured and usable. Equipment could be removed and placed in other parks.

PCC were asked to supply the current charges for maintaining the greenspaces which they have agreed to supply. PAC are to discuss working together and to seek prices from other contractors for comparison.

In the letter to the PC’s there was a suggestion that the land could be transferred over to the Parish Council, the PC is to request as meeting with the PCC to discuss the situation.

It was **resolved** to wait for the maintenance quotations before progressing 6V before any works are commissioned and to seek further information with regard to timescales.

1. **Grasscutting 2017/18**

Cllrs considered the quotation from Barton Grange for verge maintenance up to 31st October 2017 at £3680.00 + VAT. It was **resolved** for the Clerk is to contact BG and enquire how many cuts this is for in the season and for a map of the area that they maintain.

1. **Playground refurbishment**

Cllrs. Hastings reported that we have paid for all the work on the refurbishment except for the pig. The amount is £1188.00 + VAT withheld.

Wicksteads are reportedly to have been to the playground today to clean the pig.

It was **resolved** that until Cllr Hastings and Cllr Oldcorn have inspected it and approved it, then payment can then be made.

The Clerk is to contact Wicksteads for a receipted invoice so the grant can be claimed.

1. **King George V playing fields**

Cllrs. considered PCC’s initial project plans relating to the KGV playing fields. These were comprehensive and gave ideas for:

Improving the drainage, putting a pond in, provision or a secondary carpark, paths around the field, tree improvements, improvements to the hedges and existing carpark, general landscaping and new seating.

Cllrs **resolved** that until talks with PCC have taken place over the greenspace as above 6ii, then no decision on this can be taken.

The Pinfold was then discussed. A UCLAN research student is now on board and is due to meet with Cllr. Hastings and Adams regarding the restoration of it. If the project comes in at under £15k then we should be able to get funding from the Heritage Lottery Fund.

Cllr Hastings reported that the Pinfold is not owned by anyone and she is to look into the possibility of registering it for the Parish Council, so we can be responsible for its upkeep in the future.

1. **PCC – Standards Committee – Code of conduct training**

It was resolved for the Clerk to resend the email on the above training on line for Cllrs to complete.

1. **Update on situation with proposed accountants**

The Clerk reported that Moore & Smalley have not yet sent the reference request to us.

1. **HMRC**

The Clerk reported the position with regards to submitting payments to HMRC. Cheques have been sent to them, but online submissions have not been done, as the Clerk was unaware of the need to do this since Mr. Bailey’s passing last year. She reported she is waiting for a password to log on to the system to register.

1. **Auto enrolment Pension regulator 1st August 2017**

The Clerk reported that there is a need to auto enrol the Parish Council before 1st April 2017 and to consider which pension scheme the Parish Council wish to join.

The Clerk explained the staging date is 1st April 2017 and the declaration deadline for compliance is 31st August 2017.

The PC are now registered with the Pension Regulator. A check has been made on the Clerk as the only employee, as to whether the PC need to provide a pension. The Clerk does not meet the criteria, therefore does not become a member of the scheme automatically, but can ask to join it she wants to.

The Clerk has consulted with other Parish Clerks regarding pension schemes and it has been recommended to sign up to NEST – National Employment Savings Trust to be our pension provider. This ensures that a scheme is in place if in case we employ anyone else in the future.

Cllrs **resolved** to accept this scheme and the Clerk is to complete the forms in due course and confirm at a later date that we are fully compliant by 31st August 2017.

The Parish Council have written to the Clerk asking if she wishes to join the scheme, but they will not contribute anything as she earns less than £112 per week, but in the future if she earns more than £192 per week, will be automatically enrolled onto the scheme and be told that this has happened. The Clerk has confirmed in writing that she does not wish to contribute to the scheme.

1. **LCTP – Chairmanship workshop – 16th March 2017**

It was **resolved** that Cllr. Callaghan is to attend the above training event – the Clerk is to complete the booking form.

**7. Action items for review**

 **Bypass** – Cllr. Hastings and Cllr. Galloway met with Marcus Hudson to discuss the areas south of Eastway. The Park and ride is to go ahead, the NHS & a private health provider are under discussion with LCC over this. The link road from Durton lane to Eastway is being designed and construction is scheduled to start between July and September 2017, though it will probably not be ready until early next year.

The Guild Wheel improvements are to go ahead on Durton Lane and the redirection to Midgery Lane.

**8. To consider and approve the Management accounts and bank reconciliation for m/e 31st January 2017.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st January 2017.

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

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

Barton Grange – replacement barrel at Sunningdale £74.40

 C. Worswick – Salary Jan 2017 £323.37

 HMRC – Tax Jan 2017 £80.84

 S. Gorton – website maintenance £213.75

 Wicksteads – playground £14,309.75

PCC – NP booklet and consultation docs printing £570.40

PCC – Christmas tree 2016 £787.67

C. Worswick, post, internet, stationery £53.13

P. Hastings – map printing £43.99

**The date of the next meeting is 4th April 2017**

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**Chair**