**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 12th February 2019 at 7.30pm

**Present**: Cllrs. Mrs. P. Hastings, Mrs. L. J. Oldcorn, Mr. N. Parkinson, Mr. L. brown, Mr. J. Hamilton, Mrs. L. Eccles.

**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. Platt asked if the Parish Council were going to submit a response to the Call for Sites consultation. Cllr Hastings responded by saying this item was an agenda item and would be dealt with later.

1. **Apologies for absence.**

**None.**

**2. Declarations of Interests-**

 None.

**3. Confirm the minutes of the Parish Council Meeting held on 8th January 2019 (already circulated)**

The minutes of the parish Council meeting which was held on 8th January 2019, were confirmed and signed as a correct record.

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

**Update on KGV field**

Cllr. Hastings reported that the legal side is still with PCC.

**Update on Park House development**

Park House development – developers are now on site and awaiting for PCC.

**Update on Keyfold farm: 06/2019/0040**

Emery Planning on behalf of the developers have been in touch they have sent a map with full permissions of the site. They would like to meet on 27th February late afternoon to discuss matters.

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

 **Neighbourhood Plan Review Group (12th February 6.30pm)** – minutes will be circulated in due course.

 **Finance Committee (5th February 6.30pm)**- Cllr Hamilton reported that the committee had met and reviewed the budget year to date and CiL. Work on village enhancements Cllrs Oldcorn, Eccles and Hastings had met – some spending has been identified on benches, trees and cleaning. Village signage – Cllr Hastings has completed a form to PCC and there may be issues as to where they can be placed.

 Mr. David Mills had passed on the link to Moore & Smalley to Cllr. Hamilton as chair of the Finance committee to respond about the investment advice. He is to report back that at this moment in time no decisions are being made.

 **Standing Committees and Charities**

 Cllr Hastings stated that as the Scouts are no longer going to be putting their building on the KGV field they will not be Trustees. Advice has been sought from Community Futures and the proposed constitution amended. The initial Trustees are to be: Cllrs Hastings and Parkinson, Mr. D. Mills, Mr. R. Latham with a fifth possiblity.

**6. Items for consideration**

1. **Acceptance of declaration of acceptance of office**

Cllrs received and accepted the signed declaration of acceptance of office from Cllr. Les Brown. The declaration of interests form is to be completed and forwarded to the Clerk.

1. **LCC – Proposed changes to the county’s Household Waste Recycling Centres**

Cllrs considered the proposed changes, the site at Fulwood will continue to operate on a 7 day basis, although evening openings will be curtailed in the summer schedule. The key change is to reduce the Longridge site to 5 days with the closure days being during the week.

1. **Central Lancashire Local Plan – Call for sites Part 2**

Cllr. Hastings reported that the initial submission had been returned as all the landowners had not been listed and the map required is a scale of 1:1250. She has been in contact with Requestamap/Terraquest who can produce the plans for £17.50 each and we need 11 producing. The land registry will have to be contacted then at a cost of £3.50 or £6 per search.

Cllrs **resolved** for Cllr Hastings to pursue this. It was also resolved to include the area between the M6 & parish boundary on the west side of Whittingham lane in the areas of separation.

1. **PCC Planning department**

The Clerk confirmed that only an acknowledgement of our letter had been received from Mr. Phillips Interim Chief Executive PCC regarding a vote of no confidence in the planning dept. A reply has also been receive from Ben Wallace MP.

Cllr. Hastings explained that she had contacted NALC directly for legal advice with regards to this matter, but this should have first gone through LALC. She then resubmitted it through LALC who have only just sent it on.

The Clerk also reported that PCC had emailed a response re the housing allocation numbers, in which they have stated they will not know until June 2019.

1. **Missing minutes 12.05.1987 – 06.04.1992**

The Clerk reported that the missing minutes have now been found in former Cllr Parke-Hatton’s garage with a lot of other documents. It was **resolved** that these should be placed in the County archives for safekeeping.

1. **Parish Action Plan**
	1. **Village enhancement group**

Cllr. Eccles reported that they first met on 29th January. They are waiting for the works on the Village centre to be finished to see what needs enhancing. They have looked at bench locations and where they need replacing. Cllr. Oldcorn is to visit Glasdon to look at replacements.

The number of trees originally allocated to line Garstang Rd has changed from the original plan - there are not as many. LCC have stated that a bollard cannot be placed at the bottom of the cycle track, but they may relocate a post instead.

It will be autumn before the planters will be reintroduced. Post flower baskets may be installed for summer. The date for the tidy up day is 31st March 2019.

Household trees – there are 2 deadlines for ordering April and October from Trees in Trust. An officer from there will come to talk about how a system could will operate.

Two waste bins to the north of the crossroads on the GarstangRoad/A6 are overflowing and have not been emptied. The Clerk to contact PCC.

* 1. **Noticeboard**

Cllr Hastings had attended a promotional event with Storeys for the new noticeboard on Eastway. The Clerk reported she had placed items on display, but due to the location of it and there being no shelter around, the wind nearly blew the door off and its location could pose a health and safety risk. It was **resolved** for the clerk to contact Storeys to see if it could be moved elsewhere.

* 1. **King George V field** –

**Tree work**

Treeco submitted a quote for the tree work on the field of £7870 + VAT. It was resolved to accept the quotation and they are able to start this week. They are also working with Park House on both sides of the field.

**Public Rights of Way**

Cllr Hastings produced a map of footpaths and they were all divided up and it was resolved that Cllrs are to walk the paths and report and take photos of any issues.

**Defibrillator**

The Police will not make any decision regarding the police station before spring. Cllrs **resolved** for the defib to be placed on a wall at the carpark site incorporating the KGV field Plaques.

**Guides**

They are having a meeting about refurbishing the hut and adding storage space.

1. **Damaris Dixon Charity**

Cllrs considered the implications of Revitalising Trusts Programme for the above charity, but felt this was not within their remit.

1. **Grasscutting and verges in the parish**

LCC responded to the enquiry regarding the verges on the A6 corridor including for a 5 year (2026) maintenance regime for all new areas of grass verge and planting so there should be no requirement for the PC to attend to these areas in this period. With regards to James Towers Way, the contract includes maintenance activities to assist establishment of the plants and grass verges. This covers a 5 year period starting 5th October 2017. (2023)

With regards to re-siting the Christmas tree on the motorway roundabout, more enquiries are being made.

It was **resolved** that the Parish Council will have to be mindful of budgeting for these areas in future years.

1. **IT quotation**

Cllrs considered the quotation for IT services for parish councillors and it was resolved for Cllr Hastings and the Clerk to look into this further. Cllrs are asked to let the clerk know what type of operating system they have on their computers as soon as possible.

1. **Home working for the Clerk – HMRC advice**

The Clerk reported on an advice note from HMRC website that states the maximum amount she can claim for home working is £18 per month tax free. It was **resolved** that she would claim this from now on.

1. **Closed business**

This part of the meeting is closed to the members of the public due to confidentiality and will be conducted at the end of the meeting.

**7.** **Planning applications received**

 **Cllrs considered the following planning applications and resolved not to object to them:**

 **06/2019/0055** – single storey and two storey rear extension with extension to hardstanding – **Woodhey, Durton Lane, Broughton**.

 **06/2018/1368** – 1no. dwelling with detached garage – **51 Whittingham Lane, Broughton**.

 **06/2018/1408** – single storey side and rear extension, render and cladding to all elevations – **518 Garstang Rd, Broughton.**

 Cllrs considered the following demolition notice for Touch of Spice. We are unable to comment on the actual demolition, only on the plans to demolish it. Cllrs expressed concern that there is no mention of the work currently being undertaken on the A6 and the school traffic and safety aspects, which need integrating into the plan. It was therefore **resolved** that the Clerk to write to PCC stating this.

 **06/2019/0113 Demolition notice – Touch of Spice**

**8. CiL grant applications**

None received.

**9. To consider and approve the Management accounts and bank reconciliation for m/e 31st January 2019.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st January 2019.

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

**Receipts**

General Account

CiL Account

**Payments**

General Account

Employee 1 – Salary January 2019 £333.01

HMRC – Tax December 2018 £83.40

 C. Worswick – postage and internet £15.00

 Broughton club – room hire £240.00

 CiL budget

**The date of the next meeting is 26th March 2019.**

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Chair