**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 8th January 2019 at 7.30pm

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

**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. Allen asked about the planning application for a Touch of Spice, as to whether there were going to be 2 or 3 floors in the apartments. Cllr Hastings explained that they are digging down so that there will be 2 floors and an attic space.

Concern was expressed about the temporary traffic lights, as they were not operating the previous night. Cllr Hastings has queried how they are operating and is to get clarification if they are lifting the operation at night.

1. **Apologies for absence.**

None.

**2. Declarations of Interests-**

None.

**3. Confirm the minutes of the Parish Council Meeting held on 27th November 2018 (already circulated)**

The minutes of the Parish Council meeting which was held on 27th November 2018 were confirmed and signed as a true record.

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

**Durton Lane residents and LCC – 14.12.18**

Cllr Hastings reported on the above meeting, which many residents attended.Durton Lane is to close from the James Towers way end to Highrigg Drive for 9 months. The Perisimmons site access for trucks and deliveries will be from the east end. The initial work is for the culvert followed by the roundabout for the link road. LCC are now doing a separate consultation on its permanent closure at the “elbow”. This can’t happen until the work on the west end is complete (September 2019).

**Planning Policy Officers 18.12.18** – to be reported on later in the meeting.

**PAC meeting 28.11.18**

Cllr Mills reported that the Parish Champion from LCC attended the meeting and he was aware of a lot of disquiet in the Parishes regarding policing and roads and he was going to come back with answers. Julie Buttle has reported that as yet there has been no response from him.

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

**Neighbourhood Plan Review Group (date to be agreed)**

Cllr. Hastings reported advice was being sought as to what we need to do to get the plan to comply with the National Framework 2018. It was resolved for the Clerk is to arrange a Steering Group meeting before the next meeting in February.

**Finance Committee**

Cllr Hamilton reported that at the meeting the budget for 2019/20 was gone through and the precept agreed at £18,000. The Clerk confirmed that PCC have been informed of this.

The CiL budget was reviewed and we are on target with this to get projects started.

Permission was given to migrate the bank account from NatWest to Santander.

Grasscutting verges were also discussed. We have to be mindful that in the future we may have to take on large areas along the A6 and the bypass, which will increase our budget considerably. It was resolved for Cllr. Hasting to confirm with Marcus Hudson LCC of when this will happen.

**Standing Committees and Charities**

Cllr Hastings confirmed that the Scouts are no longer to be part of the charity unless they are individual members. Cllrs. Parkinson, Hastings and Mills are to be the initial named trustees.

**6. Items for consideration**

1. **Banking - Santander**

The Clerk reported that Kelly Catterall (relationship manager – Santander) had met with herself and Cllr. Hastings and completed the forms to open the account and switch everything over from NatWest. This will be completed in due course, when we have confirmation from NatWest that 2 signatories have been taken off the account. The reserve balance has been fully transferred into the current account. The process seemed very straightforward and hopefully they system with be a lot easier for everyone.

1. **Away day (30th November) outcomes**

Cllrs **resolved** to agree the plan that was discussed at the meeting and confirm the updated PAP. Items that were discussed included:

**KGV field** – The advice from DHLG and Fields in Trust is that the field should be a Community Asset Transfer and not leased to us. PCC are still looking into this on our behalf.

The remedial work on the field to the trees etc. has been quoted by Barton Grange of £8808. Cllr Hastings reported that she is struggling to get two other quotes, as it is specialised work and some contractors can do one bit and not the other. It was resolved that the cut off date for further quotes should be 25th January 2019. After this, the quote should be accepted.

**Pinfold** – English Heritage have agreed the Enviro bid which has been submitted

**Community Building** – It was **resolved** to discuss this under closed business as it was deemed commercially sensitive.

**Signage** – **resolved** that this should go under “Village enhancements” on the “Village Projects list” (supplementary document to PAP)

**Footpaths PROW** – (Public Rights of Way) – it was **resolved** to review all the footpaths in spring and split between each Cllr who will walk the paths and report back on their condition. Cllr Hastings reported that some paths seem to have vanished off the OS map, so she is to contact them. **The Clerk is to see if there is any old paperwork on this.**

Cllr Eccles also suggested that it would be an idea to mark out 5k, 10k trails for walkers and runners.

**Trees for homes** – it was **resolved** that Cllrs Oldcorn and Eccles would lead on this and investigate the costs of a tree for all new houses. Discussion also took place on them forming a community group to assist with the placing of flowertubs and benches in the village in time for spring. It was **resolved** that this could be implemented and funds have been allocated.

**CiL plaques** – Cllr Hastings is to obtain a sample of one.

**Defibrilator** – Cllr Hastings reported that the police are having a meeting in January. If we have no response then will be mounted by the Xmas tree site.

1. **Moore & Smalley – financial advice**

It was **resolved** to discuss this under closed business.

1. **Parish Councillor vacancies**

Thanks was given to Cllr. Mills for his hard work and support for the Parish Council in the time he has served, his advice will be greatly missed.

Discussion then took place on the vacancies and the Clerk reported that an application had been received from parishioner Mr. Les Brown. This was considered and he was proposed and seconded to be formally co-opted to the Parish Council.

The Clerk is to forward his declaration of acceptance of office and on receipt of this, he can formally be a member of the Parish Council

1. **Parish Councillors areas of responsibilities**

The Parish Councillors areas of responsibilities were reviewed for the forthcoming year and are attached as an appendix to the back of these minutes.

1. **Village Information Session**

It was **resolved** to hold a village information session at the club to give the parishioners an update on where we are up to.

It was **resolved** that a printed newsletter would be sent out mid February and the info session to be held early March. The Clerk is to check dates of availability for the hall for a Saturday 10 – 12.

It was also agreed that an extra 12 copies of the Neighbourhood Plan are to be printed. Cllr Hastings to organise this.

1. **Planning Officers of PCC**
2. Cllr Hastings, with the city Cllrs and the MP (Ben Wallace’s) agent had been to a meeting at PCC on the 18th December, to seek advice on the implementation of the Neighbourhood Plan and the approach to other local developments of the policy section. The planning policy section is there to advise planning officers how to use key policy documents when considering planning applications. Notes on this meeting are available separately.

Cllr Mills expressed concerns about the whole planning system in Preston, he felt that the ineptitude of the Officers of the Council at the appeal hearings in the spring and the number of applications that officers had recommended recently. This viewpoint was discussed and agreed by all the Councillors who expressed their exasperation with the department overall.

Cllr Mills proposed the following motion: “The Parish Council has no confidence in the planning officers of PCC to undertake their statutory duties and as a result the Planning sub-committee of PCC cannot make effective judgements based on advice from those officers”. It was seconded by Cllr. Hamilton. **All voted unanimously to support it.**

Cllr Mills stated he had researched the correct procedure to move forward in that the Clerk is to write to Adrian Phillips – Chief Executive PCC, informing him we are going to write to the Secretary of State. It was **resolved** to take this action and to copy in MP, City Cllrs and Cllr. Peter Moss in his role as Cabinet member for Planning and Regulation.

1. It was also **resolved** to urgently request the “allocation” figure for Broughton as set out in the 2018 NPPF from Preston City Council. The Clerk is to write to Chris Heywood requesting this.
2. **LCC Roadworks**

**Eastway Link Road works on Durton Lane**

This has been noted and the timeline is going to be redone.

**Garstang Road & crossroads**

This was also noted and it is to be closed between now and July.

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

**To consider the approach of the Parish Council at the planning meeting 10/01/19**

**06/2018/0859** A Touch of Spice, 521 Garstang Rd, Broughton.

*Officer recommendation Approval*

The Touch of Spice application has heritage listing. The consensus is they should not be demolishing it. Conservation Office Diane Vaughan has stated it has landmark qualities etc. The report from the PCC planning officer does not mention her report at all. The Officers are recommending approval. PH on behalf of the PCC is to speak against this application at the planning meeting.

**06/2018/0732** Land behind (06/2017/0941) 126A Whittingham Lane

*Officer recommendation Approval*

This is the second part of a development on farmland in the area of separation. The site is split 1/3rd in Broughton & 2/3rds in Whittingham. The officer has accepted the BNDP right to stop this application as Preston meets point 14 criteria in the NPF 2018. However as only 1/3rd is in Broughton and there is no precedents they are advising permission. PH on behalf of PCC is to speak against this application at the planning meeting. Advice has been sought from NALC legal support as to whether BPC should seek a judicial review if the application is agreed as this will create a legal precedent

**To consider the following planning applications:**

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

**06/2018/1297** – outline application for up to 95no. dwellings with access off Garstang Rd (all other matters reserved) – **land east of Garstang Rd, Broughton (objection letter already sent)**

**06/2018/1381-** 12no. dwellings and detached garages, means of access, landscaping and associated works-**Orchard Farm, Land north of Whittingham Lane, Broughton. (object on accessibility)**

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

**06/2019/0010 –** reserved matters application (namely appearance, landscaping and scale) pursuant to outline planning permission 06/2015/0031 for 6no. dwellings **– Church Hill Lodge, Durton Lane, Broughton.**

**06/2018/1402 –** front dormer extension **– 4 Normandy Rd, Broughton.**

**8. CiL grant applications**

**None received.**

The Clerk reported that we have received an acknowledgement and thanks from Broughton Tennis Club for the grant of £7341.

**9. To consider and approve the Management accounts and bank reconciliation for m/e 31st December 2018**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st December 2018.

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

**Receipts**

General Account

CiL Account

**Payments**

General Account

Employee 1 – Salary December 2018 £333.21

HMRC – Tax December 2018 £83.20

ICO – Data protection fee £40.00

C. Worswick – internet, postage £52.90

CiL budget

**The date of the next meeting is 12th February 2019.**

**…………………………….**

**Chair**

**BROUGHTON PARISH COUNCIL – AREAS OF RESPONSIBLITIES 2019**

|  |  |  |  |
| --- | --- | --- | --- |
| Parish Council business support | Administration | Clerk | Minutes of meeting, correspondence |
|  | Meetings | Clerk | Arranging, publicity, liasing |
|  | Planning permission | Clerk/Councillors | Review and advise full council |
| Upkeep of village | General maintenance | JH/Integrate | As per schedule |
|  | Grass cutting | LJO/Barton Grange | As per schedule |
|  | Playground | PH/P.C.C. | As per schedule |
|  | King George V field | PH | Ongoing cleanliness and use |
|  | Xmas tree | LJO |  |
|  | War Memorial | LJO/PH | Under review |
|  | Historical features | PH/LE | Annual review |
|  | Street furniture and bins, Bus shelters, highways, rights of way, waste disposal, recycling, environmental issues | LJO/LE | Ongoing |
|  | Footpaths | LB | Ongoing |
|  | Noticeboards | Clerk |  |
| Communication | Newsheet/facebook | LE | Advertised 3 times a year |
|  | Website | Clerk |  |
|  | Archivist | Lancashire Archives |  |
| Lobbying and representation | Damaris Dixon Trust | PH | Trustee |
|  | Preston Area Comm | PH/NP/JH | Representatives |
|  | High School Liasion | NP |  |

**Planning areas**

It was agreed that the Clerk to email everyone with planning applications.