

BROUGHTON IN AMOUNDERNESS PARISH COUNCIL

Minutes of the Parish Council meeting
Held at Toll Bar Cottage
Tuesday 11th January 2022 at 7.30pm.

Present: Cllrs. Mrs. P. Hastings, N. Parkinson, P. Bunting, Mrs. L.J. Oldcorn, Mrs. L. Jolliffe & L. Brown.

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 representation 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 accept from Cllr. Sargeant.

2. Declarations of Interests-

None declared.

3. Confirm minutes of the Parish Council meeting held on 7th December 2021 (already circulated)

The minutes of the Parish Council meeting held on 7th December 2021 were confirmed and signed as a correct record.

4. Reports from meetings and agree actions from committees that are not part of the agenda

Finance committee This has not been held.

Cllr. Hastings requested that these meetings be suspended for now, as the main function of the committee has been for the refurbishment of Toll Bar Cottage and to keep tabs on the expenditure. It was agreed to see how this works for the next 6 months then review.

Cottage Management Committee Due to meet on 08.02.21

5. Items for consideration

i) Damaris Dixon Charity

It was **resolved** to reappoint the Broughton Parish Council Chair and Mrs Anne Lockwood as the community representative to be the nominated members of Damaris Dixon Charity

ii) Toll Bar Cottage

a) Outside works

Cllrs considered the quotations for the exterior work to Toll Bar Cottage.

It was **resolved** to go with the quote from Aura who have been recommended by English Heritage. The current cost is £9648 + VAT. Cllr. Hastings to check if there will be extra costs when they start the work as it will be done in 2 stages. It was **resolved** to put a maximum limit on costs of £15k including VAT.

b) Community Interest Company

Cllr Hastings reported that due to the success of TBC – the “trading” aspect of the cottage needs looking at much earlier than planned. SLCC have advised that we take legal advice regarding this. Cllr. Hastings has approached Forbes Solicitors, who have worked with other PCs on this.

An initial report is to be compiled with a view to creating an entity to separate and manage the PC’s assets from the PC. This would include Toll Bar Cottage, war memorial, Pinfold and any future assets we may acquire. The PC will be expected to make a grant to the CIC towards tasks they currently manage. The CMC would continue to manage the Cottage, but the new body would have separate insurance, a company secretary and trustees (3). A CIC is a limited company, with special additional features, created for the use of people who want to conduct a business or other activity for community benefit and not purely for private advantage.

It was **resolved** to commission Forbes to produce the initial report for a capped fee of £1000 + VAT.

iii) Traffic Issues within the village

Cllr Hastings reported on the traffic issues in the village.

20 mph speed limit - Deputy Police & Crime Commissioner Andy Pratt is to attend a PAC meeting regarding the 20mph speed limits as he is working with LCC road safety committee on this. A county wide change of policy is needed.

LCC regulations will not permit a reduction in size of 20mph signs.

They consider rumble strips to be adequate and have not responded to our request for a traffic count.

Crossroads –PC to meet with the leader of LCC with a view to progressing a bus gate at the north end of the village. It is hoped this would reduce the crossroads incidents and slow the traffic.

Parking – traffic cones are to be purchased and kept at the cottage and put out when Cllrs are available.

The area by the co-op is beyond the no parking zone and is not a pavement and has a dropped kerb so can be parked on.

KGV car park – Phase 1- is to resurface, add disabled and maximise the number of spaces, re site the height beam and replace with a new one, look at using the electric supply box as a charging point. To do in 2022.

Quotes have been received from between £10k - £16k all excl. VAT.

Phase 2 – the play area is to be moved and redesigned in 2022/3.

High school car parking – LCC have stated that the PC would need to commission a plan for the proposed car park, but United Utilities have started demolishing their site, so this area may be a better option.

General discussion took place on how to make parking enforceable. It was **resolved** for the Clerk to investigate the process of byelaws for these issues.

iv) PCC – National Planning Policy Framework

Cllrs were asked to consider PCC's updated list of information requirements/local list for the purposes of validating planning and other applications.

It was **resolved** for Cllr Scott to look at our planning form to ensure it is line with PCC's requirements.

v) Parish Lengths-man

It was **resolved** to advertise the position of the parish lengths-man asap, as Integrate need to be given due notice.

vi) Queens Jubilee

Cllr Hastings reported that she has applied for on behalf of the council the old Garstang Rd to be closed on 05.06.21 from 9am – 6pm – Pinfold to crossroads for the above celebrations.

A Jubilee group representing local schools/organisations/others is to meet to delegate duties. Lots of groups in the village all want to be involved.

It was **resolved** that the PC will fund the road closure and the street marshalls.

6. Planning applications

i) It was **resolved** not to object to the following application:

06/2021/1580 – 2no. storage containers and 3no. car parking spaces
(Retrospective) – **Sue Ryder Neurological Centre, 27 Teal Ave, Broughton.**

06/2021/1600 – 2no. non-illuminated hoarding board advertisements – **Land off Whittingham Lane/ James Towers Way, Broughton.**

06/2021/1699 – single storey attached garage to side following demolition of existing garage – **17 Whittingham Lane, Broughton.**

ii) It was resolved to object to the following application:

06/2021/1666 outline planning application seeking approval for access and layout for the construction of a new office building (Class E), following demolition of existing commercial buildings on site, alongside associated vehicular parking and access drive with access taken from Garstang Road (all other matters reserved) – **Barton Hall, Garstang Road, Barton**

Cllrs discussed the way the planning applications are dealt with.

It was **resolved** to hold more frequent and separate planning meetings and delegate decisions to the Clerk.

A full report will then be made to each PC meeting.

7. To consider and approve the Management accounts and bank reconciliation for m/e 31st December 2021

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st December 2021.

8. To approve the following payments/receipts:

Receipts	
<u>General fund</u>	
<u>Cil fund</u>	
<u>Toll Bar Cottage</u>	
Other income	£337.16
Sales	£14682.14

Payments

General fund

P. Hastings, Xmas tree refreshments, ink, Land reg fees	£76.91
RWH Iron Design – handrails for war memorial	£420.00
The Defib Pad – Defib pads	£54.00
British Gas – Electric TBC	£429.64
Moore & Smalley – QB Licence 3months	£36.00
Employee 1 – Dec 21 Salary	£413.33
Employee 2 – Dec 21 Salary	£1587.50
HMRC – Dec 21 Tax & NI	£568.71
Moore & Smalley – Payroll Oct-Dec 21	£93.06
Chris Worswick – Bookkeeping for TBC to w/e 24.12.21	£300.00
ICO – Date Protection fee	£40.00
C. Worswick – Home work allow Dec & Jan 21	£52.00

Cil fund

NBB Recycled Furniture - Wooden parasol	£119.97
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Toll Bar Cottage

Advertising/Promotional	£118.80
Cleaning	£565.44
Consumables	£3939.49
Insurances	£111.78
Mobile phone – DD	£33.60
Office/Gen Admin	£39.99
Personal hygiene supplies	£197.48
Stationery	£43.90
Sundries	£1457.39
Waste disposal	£458.20
Window cleaning	£60.00

Future meeting dates

Cottage committee
Parish Council meeting

8th February 2022
22nd February 2022

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Chair

