**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 4th July 2017 at 7.30pm

**Present**: Cllrs. Mrs. P. Hastings, Mrs. K. Galloway, Mr. D. Callaghan and Mrs. B. Adams

**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. D. Mills – resident on Durton Lane reported the issues regarding broadband. There have been recurrent issues since February with Openreach. He has highlighted this with a letter to the Chief Exec of BT, Ben Wallace and the residents on Durton Lane. The issue is at the A6 end, where the BT cabinet has been flooded and the copper wires have been damaged by the bypass works. He wanted to raise awareness of the problem and hopefully get it resolved.

Mr. Ellis – resident expressed concern about the road signs, eastbound on Woodplumpton Lane are being obscured by the trees and requested that we ask LCC to get them cut back.

Concern was also expressed about the delays caused by the bypass, but the Parish Council know no more than what has been stated.

**1. Apologies for absence.**

Apologies were received and accepted from Cllrs. Mrs. L.J. Oldcorn and N. Parkinson.

**2. Declarations of Interests-**

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

Cllr. Galloway declared a personal interest in the item relating to Cil funding projects regarding Broughton & District tennis club.

**3. Confirm the minutes of the Annual Meeting of the Parish Council held on 16th May 2017- (already circulated)**

The minutes of the Parish Council meeting held on 16th May 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 application

06/2017/**0437** – outbuilding – **Ridge Croft, Durton Lane, Broughton.**

It was **resolved to object** to the following application on the grounds as there is no explanation in the submitted documents for the increase in number of parking spaces from the prior application.

**06/2017/0656** – Extension to existing car park – **Broughton Ambulance HQ 449-451 Garstang Rd, Broughton.**

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

**i) PAC – attend by PH on 21.06.17 notes circulated**

The LALC chair came to the meeting, where he was questioned on the role of LALC in the future and the issues regarding the Lancashire Training Partnership.

A meeting is imminent with parishes and PCC regarding greenspaces. We may be asked to contribute 10% of Parish precept.

The use of lengthsman were discussed. Several parishes use them between 2-8 days a month. All self employed with own equipment and insurance and pay between £11.50 - £17 p/hr. Barton PC may be interested in employing one with us.

ii)Cllrs Hastings and Adams met with the new City Cllr Ron Woolam to discuss and make him aware of issues in the village.

**6. Items for consideration**

1. **Auto enrolment duties – The Pensions Regulator**

The Chair confirmed that the declaration of compliance has now been completed.

1. **Parish Action Plan**

It was **resolved** to update the plan as follows (copy to be circulated before adding to website):

TPO’s – review and identify and put on form (PH to recirculate it with relevant areas) and return the results prior to the September PC meeting

Community facilities – Marcus Hudson is to meet with the PC and Church to update on the plans for the A6. Possibly look at applying for a MyCommunity grant to do a feasibility study for a community building. Cllrs to review the documents. A café is to be opened at the crossroads.

Access & infrastructure – A noticeboard is to be supplied by Storeys for the Eastway end of the village. Footpaths and signage is to be reviewed. Possibly look at contracting a village lengthsman with Barton.

Local listings – another listing to be added – Old Hall Farm. PH is to investigate.

Pinfold – application has now been submitted to the Land Registry.

1. **CiL funding projects**

Cllr. Galloway had declared an interest in this item, therefore did not take part in the discussion.

Cllrs Hastings & Adams have met with Fulwood & Broughton cricket club, regarding using access around their proposed second pitch and car park disabled parking to enable access to the Eastway Toad relocation site and whether a footpath can be made. This is to be discussed with their Trustees.

Discussion then took place as to whether local sports organisations should have access to the CiL funding.

Both the cricket club and tennis club are looking at extending their facilities and if a donation and support was made by the Parish Council, this would open up other offers of funding to them.

It was **resolved** to place this item on the next agenda and produce a criteria list for consideration for groups to access and then publicise on our website.

1. **King George V playing field**

This is still ongoing – no meeting date or details have yet been confirmed.

1. **Temporary road closures of Garstang Rd in July and August**

The temporary road closures relating to the bypass construction have been noted and put on the website.

There appears to be a lot of litter on the A6 due to the additional standing traffic, Cllr Adams is to contact Integrate.

1. **Quickbooks**

The Clerk explained she had been to a demonstration of Quickbooks at Moore & Smalleys and it was therefore **resolved** to change the accounting system over from a manual system to Quickbooks at a cost of £10 per month. The Clerk is to discuss which training and support package to go for ideally the £300 option. It was **resolved** that this will be funded from Cil money administration budget.

1. **Wicksteads – outstanding account**

Cllr Hastings reported that Wicksteads will not give us a reduction in our account or replace the item. They are insisting that the flora and fauna on the playground are the problem and that is why the pig is damaged and payment is due in full.

Cllrs **resolved** that a formal letter of complaint be sent, copied to PCC, stating how dissatisfied we are and could they at least refurbish it. Also state that the tarmac area has not been completed.

1. **Daniels & Houghtons Charity**

Cllrs. considered the nomination of Mrs. Patricia Wilson as the PC’s Trustee and representative of the above charity and **resolved** to formally nominate her. The Clerk is to inform the trustees. The report on the Charity was received and noted by the Parish Council and we are to request an annual update.

1. **HMRC update**

The Clerk confirmed that Moore & Smalley have now successfully updated all 2015/16 and 2016/17 records to HMRC.

**7. Action items for review**

a) **Neighbourhood Plan: progress** – the plan is with the Independent Examiner, who will look at it in the near future. When it went through the PCC formal consultation, 11 responses were received and noted.

b) **Bypass updates & post bypass Village improvements**, LCC has issued a statement to say that the bypass is now delayed until the new year (2018). The hedges at the roundabout on the northwest side are overhanging and obscuring the footpath. The clerk is to contact the landowner to have them cut back.

c) **Cuadrilla** – Roseacre Wood site, no further information received.

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

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

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

**Receipts**

General Account

CiL Account

**Payments**

General Account

C. Worswick – May 17 salary £326.67

HMRC – May 17 tax £81.60

C. Worswick – June 17 salary £311.93

HMRC – June 17 tax £81.60

SLCC membership £93.00

C. Worswick – postage, internet, storage box £34.85

P. Hastings – noticeboard lock £39.42

Came & Co – Annual insurance £695.00

CiL Account

Land registry fee – Pinfold £40.00

Moore & Smalley – Payroll to June 17 £69.66

**The date of the next meeting is 5th September 2017.**

**Cllr. Adams sends her apologies**

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**Chair**