**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council meeting

Held at Broughton and District Club

Tuesday 7th July 2021 at 7.30pm.

**Present**: Cllrs. Mrs. P. Hastings, P. Bunting, S. Sargeant, N. Parkinson and L. Brown

**In attendance**: Mrs. C. Worswick – Clerk

Prior to the meeting Mrs Michelle Howard the appointed Manager of the Toll Bar Cottage attended the meeting to meet the Cllrs.

**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.

County Cllr Sue Whittam, City Cllr.’s Graham Jolliffe and P.C. Cllr. Ron Woollam attended and the new Cllrs gave a brief introduction of themselves and how they hope to help and work with us.

1. **Apologies for absence.**

Apologies were received and accepted from Cllr. Mrs. Oldcorn.

**2. Declarations of Interests-**

Cllr. Sargeant declared a personal interest in item 6 – Planning application number 06/2021/0688.

3. **Confirm minutes of the Virtual Annual Meeting of the Parish Council meeting held on 4th May 2021 (already circulated)**

The minutes of the Annual Meeting of the Parish Council held on 4th May 2021 were confirmed and signed as a correct record.

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

**Finance committee**

Cllr. Parkinson reported that we knew at some stage we would have insufficient CiL to complete Toll Bar Cottage – we are now at that stage. It was resolved at the Finance committee meeting to allow funds from the Precept fund to be used to complete the project and then reclaim when we get the grant monies in.

The VAT reclaim has been paid into the bank - £18,987.

The new Manager for TBC has been appointed and is due to start 9th August. The Lottery are to pay her wages up front.

As the developers got a payment holiday regarding CiL due to Covid, we haven’t received as much money from PCC as was budgeted. PCC has had a substantial amount paid to them. The Parish Council have asked the City Cllrs to put a special request the CiL payments to us, due to the circumstances now as opposed to October 2021 when it is due to be paid..

The Bank account for Toll bar Cottage is being sorted – the Clerk has now received the forms which Cllrs need to sign.

**Cottage Development committee**

The CDC continue to meet with the contractor regularly to monitor progress. The committee will continue to do this until the Building regulations and relevant certificates are in place. The contractor hopes to hand over the keys on the 20th July.

**Cottage Management Committee**

The CMC meet monthly, it was agreed that the minutes need to be posted on the website.

**5. Items for consideration**

1. **Parish Councillor vacancy**

The Clerk reported that two applications had been received for the vacancy. However on checking one applicant does not live in Broughton as yet although he is moving to Broughton later this year so is therefore not eligible.

The 2nd applicant Laura Jolliffe, introduced herself and was duly proposed and seconded her co-option to the Parish Council. She completed a declaration of acceptance of office form, so joined the meeting. A declaration of interest form will need to be completed in due course

1. **Traffic issues within the village**

Cllr. Hastings reported on the meeting held with Cllrs, Sue Whittam and Graham Jolliffe. The main issues are: parking, traffic speed and the crossroads.

An action plan was formulated on what the Parish Council, PCC and LCC can do to help matters.

Cllr. Whittam has requested a traffic count, as there has not been one for some time in Broughton. This should be done in the autumn.

The Clerk confirmed that a response from County Cllr Edwards has been received and he will attend a meeting with the PC in September. It was **resolved** that he should be invited to have a walk around the village and see the issues first hand prior to the meeting. Cllrs. Whittam and Jolliffe have offered to attend.

1. **Traffic survey – Place of worship application**

PCC are recommending that this application is not for approval at this moment in time. The Planning Committee do not have to follow this recommendation.

The Parish Council independently produced a traffic survey of another similar site in Fulwood, which is on the Planning Portal. This is not mentioned in the Officer report. Cllr Hastings has contacted PCC Planning to ascertain why but no response has been received as yet.

CORA contacted Cllr Hastings for a copy of it. She had spoken to planning and they said it wasn’t needed for the planning committee.

The design of the place of worship will only be revealed once the competition finishes in August.

Cllr. Hastings is to present to the planning committee and reiterate that the bypass was built to alleviate traffic problems and where this is proposed will become a pinch point.

It was **resolved** for Cllr. Hastings to also contact Natalie Beardsworth PCC – to ask her to include the traffic survey in the documents, Cllr. Sargeant will draft the request.

1. **Toll Bar Cottage**

It was **resolved** to confirm the appointment of the Manager for Toll Bar Cottage.

It was **resolved** that the CDC stays until the official handover is done and all snagging issues regarding the building work are resolved.

1. **Planning appeal – 126A Whittingham Lane**

The above appeal has been submitted. This is the 2nd stage of this site which is a land locked site, with one part in Broughton and the other Whittingham.

Since the original application was refused they have now submitted a new application (version B) putting a park in the Broughton Parish area which would not go against the BNDP. They are **Appealing against the original decision**.

**6. Planning applications**

It was **resolved not to object** to the following applications:

**06/2021/0529** – listed building consent for replacement of timber windows with double glazed white UPVC to the school hall – **Broughton C of E Primary, Church Lane, Broughton.** (withdrawn)

**06/2021/0600** – 2no. dwellings following demolition of existing dwelling and outbuildings – **Pinfold Cottage, 466 Garstang Rd, Broughton.**

**06/2021/0663** – certificate of appropriate alternative development for acquired land south of Whittingham Lane, Broughton as part of the Broughton bypass road scheme in 2015 from Redrow Homes Ltd – **Whittingham Lane, Broughton**.

**06/2021/0688** – single storey extension to rear with new chimney and application of timber cladding, following demolition of existing conservatory – **Bramblewood, Whittingham Lane, Broughton.**

**06/2021/0776** – single storey side extension conversion f the existing garage into habitable room, insertion of window to replace garage door – **Rowan Cottage, 61 Whittingham Lane, Broughton.**

**06/2021/0807** two storey outbuilding following demolition of the existing outbuilding – **Woodhey, Durton Lane, Broughton.**

The following application does not show the public footpath that goes through this site. **PCC to be contacted drawing attention to this omission**

**06/2021/0945** 1no. two storey dwelling with double garage – **Land to rear of Popes Farm, Woodplumpton Lane, Broughton.**

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

**06/2021/0565** – 8no. dwellings including garages and associated infrastructure following demolition of all existing buildings on site – **Church Hill Farm, Durton Lane, Broughton.**

**06/2021/0719** – prior notification submission for installation of 15m high telecommunications monopole mast, wraparound cabinet at base and associated ancillary works – **Whittingham Lane, Broughton**.

**7. To consider and approve the Management accounts and bank reconciliation for m/e 30th June 2021.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 30th June 2021.

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

**Receipts**

**General fund**

Precept 2021/22 £23000.00

U3A – Zoom payment £20.00

HMRC – Vat reclaim 2020 -21 £18987.38

**Cil fund**

**Payments**

**General fund**

Moore & Smalley – Vat advice £352.80

Moore & Smalley – Payroll Jan-Mar 21 £78.91

Moore & Smalley – Payroll Oct – Dec 21 £78.91

PCC – greenspace cont 2021/22 £1194.00

British Gas – Gas bill 23.03.21-21.04.21 £9.45 DD

Came & Co – Insurance £1716.71

Employee 1 – Salary May 2021 £413.13

HMRC – Tax May 2021 £103.40

CTS Traffic Management – survey £834.00

Employee 1 – Salary June 21 £413.33

HMRC – Tax June 21 £103.20

C. Worswick – postage – lights for TBC £492.18

Integrate – village tidying 06.11.20-17.03.21 £312.00

Integrate – village tidying 21.06.21 £60.00

P. Hastings – Zoom 25.05.21 -24.06.21 £14.39

SLCC – subscription £112.00

S. Gorton – website maintenance £435.64

Moore & Smalley Quickbook Licence – June 21 £36.00 DD

British Gas – Electric bill 02.05.21 – 03.06.21 £23.34 DD

C. Worswick – Home work allow – Apr-June 21 £78.00

Barton Grange Landscapes – Verge maint 50% £1980.00

Moore & Smalley Payroll – April-June 21 £80.40

Vista Construction – TBC stage 8 (ii) payment £5193.54

Vista Construction – TBC stage 8 (iii) payment £7296.00

**Cil fund**

Vista Construction – TBC stage 7 payment £18037.50

Vista Construction – TBC stage 8(i) payment £9960.22

**Future meeting dates**

Cottage committee 26th July (zoom)

Parish Council meeting 7th September 2021

Finance committee 17th August 2021 tbc

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**Chair**