**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council meeting – due to COVID19 pandemic

Held on line via Zoom platform

Tuesday 30th June 2020 at 7.30pm.

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

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

**The background to this meeting**

**SLCC Advice:**

The Government has now issued the regulations that will give local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings. These ‘Regulations’ (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020) come into force on 4 April 2020.

These give local authorities (including parish Councils) greater flexibility in terms of how they conduct meetings.

The Explanatory Memorandum accompanying the Regulations states the following:

"These Regulations make provision to enable local authorities to hold meetings remotely including by (but not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming. The Regulations further modify existing legislative provisions to remove the requirement for local authorities to hold annual meetings, and to enable requirements for public and press access to local authority meetings and associated documents to be complied with through remote means and website access.”

**Open Forum** (two parishioners and City Councillor Woollam joined the meeting online)

Concern was expressed over planning permission being granted for the Touch of Spice site. Unfortunately nothing more can be done by the Parish Council

1. **Apologies for absence**

None. Cllr. L Eccles is on maternity leave.

1. **Declaration of Interests**

Cllrs on the council but not on the sub-committee for Toll Bar Cottage know some of the builders who have submitted quotations.

1. **Confirm the minutes of the Parish Council meeting held on the 19th May 2020**

The minutes of the Parish Council meeting which was held on 19th May 2020 were confirmed and signed as a correct record.

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

**PAC meeting –** Cllr. Hastings reported that PCs were mainly discussing how they were coping in lockdown and mainly doing meetings remotely. All the Parish Councils have various ongoing issues at present.

**Finance committee –** Cllr. Parkinson reported that the year-end accounts had been discussed.

The finance available for Toll Bar Cottage is £64k and the contractor’s tender that will probably be accepted is for 128K plus VAT. We know that we should get further Cil money in October and April, but as yet PCC have not confirmed the developers have or are due to pay them. There is a risk that there will be insufficient funds at the bank and as a result the project will need to be paused.

The following statement was read to the Cllrs. present.

“Right now, there is enough money to start the work, but not enough money to finish. Is the council willing to agree to continue with this project knowing that we may need to stop until we get further Cil funding. Are you happy to proceed on this basis?”

All Cllrs. present agreed to continue with the project.

Once the contractor is in place there will an extraordinary meeting to review the contract, timelines and commitments. Legal review of the contract is estimated to cost between £500- £2.5k.

The small grants allocation will be reviewed at the September meeting.

**Cottage committee** – Cllr. Hastings reported they are looking at procurement at the moment.

A refund from Eon has been received for the gas £325.80. They will replace meters in due course. It is now a commercial property, we are waiting for PCC to send a rates bill. Water – we are not being charged as yet.

**5. Items for consideration**

1. **Annual return and Statement of Assurance – y/e 31st March 2020**

A copy of the financial statement had been circulated to members. The Clerk reported on the Council’s financial position at the end of the financial year and confirmed that the accounts had been audited by the internal auditor, prior to submission to the external auditor. The internal report was noted.

Members then considered and **resolved** to approve Section 1 – Annual Governance Statement – Section 2 – Accounting Statements of the Annual Return. The appropriate documents are to be signed and will be forwarded to the External Auditors in due course. The notice of the period for the exercise of public rights will also be published.

1. **Neighbourhood Development Plan Update & Parish Action Plan**

The NP questionnaire has been sent out and we have had a good response, both with hard copies and online.

Support for alignment of policies from PCC will not be available due to COVID.

Cllr. Sargeant stated that currently PCC felt that there were gaps in the NP that allowed developers to get in. The National Planning Framework 2018 came in after the NP. We need to realign our policies with the NPPF. We may need to seek to get professional advice to help if PCC support is unavailable.

It was **resolved** that once all the questionnaires are in a public virtual meeting will be held to showcase the results

The Parish Action plan was updated last month. Over the last four months during lockdown there have been a lots of emails re footpaths have been received. Sandygate Lane pavement is a trip hazard and beyond the roundabout at Durton Lane there is no pavement or road markings. It was **resolved** that Cllr. Hastings would raise this with LCC.

Public rights of way – LCC will do remedial work over the next 2 years.

Guild Wheel – LCC have responded to issues.

1. **King George V playing field drainage**

Cllr. Hastings reported that the proposed grant of easement in perpetuity for drainage serving a proposed residential development adjacent to King George V Playing field – had been granted by the Chief Exec of PCC but all the papers had been redacted.

It is the Pillars development – the easement is at the north end of the park. A statutory consultation will take place. PCC have stated there is a small pot of money to maintain it. Cllr Hastings reported that the bins on the park need replacing and on the footpath by the guide hut needs repairing.

1. **LGA Consultation on Draft Model Member Code of Conduct**

The need for the consultation for the new model Code of Conduct is that they trying to give it a bit more “grit”. Responses are needed by the end of the week.

1. **Issues raised by Parishioners**

**Planting of poppies along James Towers Way** – a parishioner has offered to donate £50 towards the planting of poppies. Cllr Hastings has passed this on to LCC as this is in their remit.

**Issues with flooding in the Village** (Woodplumpton Lane & Garstang Road) – LCC are dealing with this. It is related to runoff and level of water in a small timescale.

Cllr. Sargeant raised the issue of flooding on Sandygate Lane by the recycling plant. It was **resolved** for the Clerk to contact Woodplumpton PC regarding this.

**Antisocial behaviour by dog owners** (Durton Lane & Sandygate Lane) was discussed. There is a sign on Sandygate Lane on the side with no pavement. It was resolved for the Clerk to write to LCC regarding more signs and imposing fines.

**6. Planning applications**

1. **Touch of Spice development**

After the PCC planning meeting, the Clerk received a note from Midas which was replied to.

The PC did initially meet them when they bought the site. They were keen to be involved and sent designs for a building. They wanted the PC to send a letter of support for the application. The first application was refused. Lines of communication were not kept open, The pub was demolished – an objection was made to the demolition. Last December another application was submitted and we formally responded.

Discussion then took place with a suggestion to set up a Zoom meeting with parishioners stating that only issues not relating to the number of apartments or the planning application can be discussed.

It was **resolved** for the Clerk to write to Midas acknowledging their letter, agreeing a meeting and taking suggestions from villagers.

1. **Issues raised by Parishioners**

There has been non-compliance with building regulations by Reeds & Watkins Jones - Midgery Lane/ Durton Lane. One Sunday all the trees including 3 that were not on the plans were cut down. IF you call the planning department there is no emergency number to call – 3 days later you can get a response, but by then it is too late.

Cllr. Sargeant stated that there is a clear pattern of behaviour with various developers in the village for starting site clearances on a Sunday or at bank holiday weekends, when you are unable to contact anyone.

It was **resolved** for the Clerk to write a formal letter to Natalie Beardsworth PCC quoting Daniels Farm and the current ways of reporting are inadequate. There needs to be a way to report and issues with tree felling to get them dealt with it immediately.

1. Cllrs. considered the following applications and it was **resolved** not to object :

**06/2020/0487** – Change of use of ground floor from retail (Class A1) to podiatry clinic (Class D1) and two storey rear extension – **484 Garstang Rd, Broughton.**

**06/2020/0493** – single storey extensions to rear – **2 St Johns Court, Broughton**

**06/2020/0586 –** replacement of 8no. exterior floodlight fittings with 4no. LED floodlights illuminating the south Nave in same location as existing fittings and 4no. new floodlights illuminating the Tower in new locations to the existing fittings **– St. John The Baptist Church, Church Lane, Broughton.**

**7. To consider and approve the Management accounts and bank reconciliation for m/e 31st May 2020.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st May 2020.

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

Account

EON – refund gas & electricity £325.80

U3A – Zoom Pro contribution £20.00

CiL Account

**Payments**

General Account

Sue Ryder donation S127 £1500.00

Toll Bar Cottage – Council tax £12.33

Minuteman Press – printing of plans £90.00

Employee 1 – Salary May 20 £356.56

HMRC – Tax May 20 £88.91

Employee 1 – Salary June 20 £356.27

HMRC – Tax June 20 £89.20

C. Worswick – Postage, Home work allow £62.29

RNB – NP questionnaires £269.72

RNB – NP postage £407.40

P. Hastings – Zoom May 20 £14.39

Lancs Enviromental fund – 3rd party donation £3068.00

SLCC subs £109.00

P. Hastings – Zoom June 20 £14.39

Barton Grange – grasscutting 50% £2196.00

CiL budget

M.J Cropper – Scaffolding permit TBC £450.00

**Cottage committee 26th June 2020 tba**

**Extraordinary meeting (closed session) 14th July 2020 tba**

**Parish Council meeting 1st September 2020 7.30pm**

**Finance committee 1st September 2020 6.30pm**

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**Chair**