**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 26th November 2019

Present: Cllrs. Mrs. P. Hastings, Mrs. L. J. Oldcorn, Mrs. L. Eccles, Mr. J. Hamilton, Mr. N. Parkinson, Mr. L. Brown and Mr. S. Sargent.

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.

Member of the public raised issues

1. **Apologies for absence.**

None.

**2. Declarations of Interests-**

None.

**3. Confirm the minutes of the Parish Council meeting held on 15th October 2019**

 The minutes of the Parish Council meeting which was held on 15th October 2019 were confirmed and signed as a correct record.

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

LALC Conference 23.11.19

Cllr Hastings attended the above conference. The main speaker was from the Best Kept Village Competition committee, he reported on a significant decrease in numbers of entries down to 55 in 2019. He stated that Villages could select a specific part form judging and specify what was not to be judged such as development sites. He stated that judges are needed and that the categories may be changing and sizes/categories of villages.

The treasurer asked that subs be paid in at the beginning of April and not the previous month to assist with accounts. The subscription will rise mainly due to a reduction in membership (14,000).

The constitutional changes were agreed except for Clause 3 where the Votes at the AGM will not change to per member council but remain based on electorate numbers and Clause 1 which defined the status of the Mersey sister organisation which will remain the same.

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

* Toll Bar Cottage Task & finish group (see item 6v)

Cllr. Eccles reported that work has officially started. The aim is to weatherproof it. Quotes have been coming in for damp, roof, chimney, windows. The permit for scaffolding is now in operation. This has cost £1000 & VAT to erect and a further £30 per week whilst it is up. All agreed to get the working at height work done so there will be no further need for more scaffolding.

The budget spreadsheet for costs is to be kept updated with Cllr Parkinson to be kept in the loop with all expenditure.

* Budget Challenge (see item 6ii & 6V)

Cllr Hamilton gave a summary of our budget challenge event and what amounts may or may not come through from CiL money. Discussion took place on community events and all agreed that these are to be supported by the parish council, but not run by them.

**6. Items for consideration**

1. **Dispensation to Parish Council members**

The Clerk **resolved** to grant dispensation to all Parish Councillors under section 33 of The Localism Act 2011, in order that they may participate in the budget setting process of the Parish Council. Forms were duly completed by all Parish Councillors present and will expire in December 2023.

1. **Parish precept 2018/19**

Cllr. Hamilton went through the revised budget proposals and it was **resolved** to set the precept for 2020/21 at £21,000. The following budget headings are to be used for expenditure.

|  |  |
| --- | --- |
| Clerks salary | 4750 |
| HMRC | 1282 |
| General maintenance | 200 |
| Xmas tree | 350 |
| Village tidying | 2750 |
| Insurance | 1200 |
| SLCC | 125 |
| Postage | 140 |
| Stationary and periodicals | 155 |
| Room hire | 325 |
| Training/ Travel | 250 |
| Grass cutting | 5200 |
| Communications | 1000 |
| IT software/equipment | 650 |
| Clerk – Home working allowance | 350 |
| Donations | 0 |
| Web Host | 1100 |
| Wreaths for Remembrance Day | 60 |
| CPRE | 40 |
| LALC fees | 400 |
| KGV field– PCC | 1875 |
| ICO | 36 |
| Ext audit fees | 900 |
| Int audit fees | 950 |
| Payroll | 300 |
| Gen admin | 50 |
| Neighbourhood plan review | 500 |
| Bank fees | 400 |
| Toll Bar opening event | 500 |
| Village trail leaflets | 50 |
| **Total** | **25888** |

It was **resolved** for the Clerk to inform Preston City Council in due course of the amount required.

1. **Meeting dates for 2020/21**

It was resolved that the meeting dates for 2020/21 will be as follows:

7th January 2020

25th February 2020

31st March 2020

19th May 2020

30th June 2020

1st September 2020

13th October 2020

1st December 2020

1. **Central Lancashire Core Strategy**
* Cllr. Hastings reported that the above report is on their website and she has requested a hard copy. There is to be an open event for discussion on 30th January 202 at Preston Grasshoppers 4-7pm. The key discussion point for the three authorities is the percentage number of houses/development sites for each authority.
* There has been no response from PCC to the request for “allocation” numbers for Broughton as set out in NPPF point 14. We will have to calculate our own figure based on advice from Locality. A FO request states that currently there are 945properties paying rates.
* The Parish Council need to decide where and which sites will be in the BNDP review in the next 15 years so we can respond to the consultation. We need to make a response by 14th February 2020.
1. **Toll Bar Cottage**
* It was resolved to formally record receipt of the Planning Permissions for works and change of use was given on 9th November 2019 and agree the action for the “condition”. The condition refers to the garden area, which Cllr. Hastings has drawn some plans for and we may possibly get funding for.
* To receive an update on the work on Toll Bar Cottage from the T&F group (see previous item 5).
* The party wall agreement has been acknowledged.
* Cllr Hastings is to complete the grant applications for the Reaching Communities & Enviro bids and circulate the final version prior to submission.
1. **NALC briefing - Website accessibility**

It was **resolved** for the Clerk to check the accessibility of the website under the new regulations, with Sally Gorton our web manager.

1. **Donation to Royal British Legion**

It was **resolved** to give a donation of £12 together with £48 to the RBL under s126 of the LGA 1972 for the wreath for Remembrance Sunday.

1. **Advertising on James Towers Way fencing**

Cllrs. considered the letter regarding the above from Mr. Stamp. It was **resolved** for the Clerk to respond stating that the fence around the carpark is owned by the church and they charge a fee to display anything. Everything else is controlled by LCC. They do not allow anything on their hoardings and you can put things temporarily on lampposts. In the response we are to state that we did write to several organisations originally on the direction of LCC.

1. **Resignation of Parish Councillor**

The resignation of Cllr. Joe Hamilton was duly received by the Parish Council. It was **resolved** to record their thanks to him for his hard work and dedication over his service for the Parish Council. Cllr Parkinson has agreed to Chair the Finance sub-group and will meet with Cllr Hamilton.

The Clerk is to contact PCC re co-option of a new Cllr. Cllr Hamilton is one of the representatives on the PAC and LALC Executive, Cllr Hastings to inform PAC at the meeting on the 30th November.

1. **Parish Action Plan** (updated plan available at the meeting)
* Cllrs **resolved** to hire the Barton Lengthsman to renovate the parish footpaths. This is to be a costed exercise and he will produce a plan for the year.
* It was **resolved** for Cllr. Hastings to review the remit of the standing committee on Village Enhancements/Amenities and report back.

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

* To consider the issues relating to responses from the Parish to Planning applications

Cllr Hasting explained the current issues with the city council Planning Department. Concern was expressed that even though Cllrs had met with Officers further issues have arisen and it was agreed to write to the City Council setting these out and requesting a meeting.(see also 6.iv)

* To consider the following planning applications

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

 **06/2019/0908** – Reserved matters application (namely access, appearance, landscaping, layout and scale) pursuant to outline application 06/2017.0831 for 250no. dwellings – **Land to the north, Durton Lane, Broughton**.

 **06/2019/1194** – prior notification submission for demolition of single storey building and 2 no. annexes – **Barton Hall, Garstang Rd, Broughton.(Barton)**

 **06/2019/1223** – retrospective application for new windows and creation of gable end feature on side elevation – **The Lodge, 420 Garstang Rd, Preston.**

**06/2019/1301** – single storey and two storey extension to side, single storey extension to rear, front canopy, hip to gable and rear dormer, following demolition of detached garage – **21 Whittingham Lane, Broughton.**

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

**06/2019/1287** – application for access and the erection of 12 dwellings at **Orchard Farm, 115, Whittingham Lane, Broughton.**

**06/2019/1280 –** permission in principle for 3no. dwellings **– land to East of 467 Garstang Rd, Broughton**

**8. CiL grant applications**

None submitted.

**9. To consider and approve the Management accounts and bank reconciliation for m/e 31st October 2019**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 31st October 2019.

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

**Receipts**

General Account

Wainhomes – donation for plaque for Pinfold £948.00

LCC – grass cutting £5224.00

LCC – Parish Champions donation for Remembrance Sunday £360.00

P. Hastings – Donation to Pinfold project £1500.00

CiL Account

**Payments**

General Account

S. Gorton – website maintenance £191.25

C. Worswick – postage and Home Working allow £31.56

Royal British Legion – Wreath £60.00

Broughton inn- room hire £77.20

Photocast – Plaque £20.81

EON – Electric & gas – Toll Bar Cottage £71.22

P. Hastings – Project Management fee – pinfold project £1500.00

Barton Grange – grasscutting (2) £2154.00

Employee 1 – Oct 2019 salary £356.27

HMRC – October 2019 tax £89.20

Broughton St Johns – Parish Champion Grant £360.00

 CiL budget

 Barton Grange – work at Toll Bar Cottage £350.00

 Inspectas – Asbestos survey – Toll Bar Cottage £300.00

**The date of the next meeting is 7th January 2020**

**Finance standing committee 7th January 2020 at 6.30pm**

**………………………**

**Chair**