**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton & District Club, Broughton.

Tuesday 27th October 2015 at 7.30pm.

**Present**: Cllrs. Mrs. P. Hastings, Mrs. L. Oldcorn, Mrs. B. Adams, Mrs. K. Galloway and R. Thistlethwaite.

**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.

Cllr N. Cartwright reported that the latest application for Park House has been withdrawn. Officers have stated that what is being proposed is significantly different and cannot be amended.

Mr. J. Allen reported on the significant increase in wagons going through Woodplumpton Lane and actually going onto the footpath. Cllrs Cartwright and Davies to follow up.

1. **Apologies for absence.**

Cllr. Mrs. J. Pye,

1. **Declarations of Interests**

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

 None received.

1. **Confirm the minutes of the Parish Council meeting held on 15th September 2015 – (already circulated)**

The minutes of the Parish Council meeting held on 15th September 2015 were confirmed and signed as a true record.

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

The Clerk reported that any group training by LALC will only be able to take place in the new year – due to the high demand for training. Cllr Hastings will look at other options.

1. **Items for consideration**
2. **Remembrance Sunday**

Cllrs Hastings reported that after a meeting with the vicar and PCC – that it is not feasible to close the A6 for the normal amount of time on the day. A shorter time has been agreed – as there will be people on the Guild Wheel. The road will be closed for 15 mins at the War memorial. The cost for marshalling is £380 – a grant has been applied for by George Wilkins.

Cllr Hastings has been contacted by St. Mary’s Fernhalgh asking why the PC never put a wreath at their memorial. It was **resolved** to supple wreaths for both memorials.

1. **War memorial site**

Cllrs Oldcorn and Hastings reported they had looked at urns to place at the war memorial site. It was **resolved** to leave this until next year to make a decision.

Cables ties are to be used to tie the wreaths to the railings at the site.

Discussion took place regarding providing a bin at the seat on the east side. It was **resolved** for the Clerk to contact PCC regarding costings for placing and installation of one in the same style at the site.

As it is a year since the memorial was restored – it now needs cleaning. It was **resolved** for the Clerk to contact Barton Grange to do this.

1. **Review of Financial Standing Orders & banking arrangements**

Cllrs **resolved** to:

* Adopt the revised Financial Standing Orders.
* Appoint the Clerk as Responsible Financial Officer.
* Reduce the number of signatures to two for cheque signing.

With regards to the use of electronic payments – it was **resolved** to put this item on hold for the immediate future.

1. **Post Office**

The Parish Council welcome the Post Office re-opening in the club. Its opening hours are Tuesday and Thursday afternoons 12.30-3.30pm. Cllr Galloway reported there were 21 customers on the Tuesday.

1. **Areas of responsibilities**

Cllrs discussed the various areas of responsibilities and planning areas that the PC oversees. It was **resolved** that Cllrs would oversee the various areas per the attached document.

1. **Playground and Pinfold refurbishment**

Cllr Hastings reported that a grant application can be made to Ensure (Lancashire Environmental Fund) to replace some of the playground equipment and the play surface area and to do some remedial work in the Pinfold. The bid can be submitted in February and we can apply for £14,500 with a contribution from us of £2,500. It was **resolved** to consult with the local groups regarding what items should be replaced.

1. **Neighbourhood Plan**

As part of the City Deal, Broughton is to get £500K on refurb for the village post bypass from the City Deal. LCC and PCC want to arrange a meeting with the PC to advise on consultation and get PC’s input, to assist with the Neighbourhood plan and to update on the start date and planned work on the Bypass. The Proposed date is the 11th November– Cllr Hastings to confirm time and venue.

We can then apply for a grant from Gov.uk of approximately £8K to produce a neighbourhood plan. This will give us enough funds to engage a consultant to helps us produce it, work with us on “conservation area status” and consult with all residents and groups in the village.

1. **LCC – Countrywise Sign Posting Project**

Cllrs agreed to defer this until a better map can be produced by LCC. It was resolved for the Clerk to contact LCC regarding this.

1. **Dates of meetings 2016**

It was **resolved** to hold the Parish Council meetings on the following dates for 2016: All at 7.30pm at Broughton & District Club.

12th January 2016

16th February 2016

5th April 2016

24th May 2016

19th July 2016

13th September 2016

25th October 2016

6th December 2016

1. **Action items for review**

**Cuadrilla – Roseacre Wood site**

LCC have informed us that an appeal against the decision was submitted on 16th September. Treales PC have notified us that they are putting together a statement and asked for our support. As no statement had been forwarded to us for consideration Cllrs felt unable to respond to the request.

1. **Planning applications received – To consider the following applications:**

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

**06/2015/0761** – erection of two storey office/retail building (Class B1/A2 and A1) (following demolition of existing single storey office/retail building (resubmission of planning application 06/2015/0607) - **523-527 Garstang Rd, Broughton**.

 **06/2015/0816** – erection of 61no. dwellings following the remediation of land with landscaping and access from Whittingham Lane and associated works – **Land south of 110-126 Whittingham Lane, Broughton.**

 Cllrs **resolved to object** to the following:

 **06/2015/0769** – erection of 118no. dwellings and associated infrastructure landscaping and public open space following demolition of existing buildings (resubmission of planning application 06/2014/0872) – **Land at (Grid ref 536344) Durton Lane, Broughton.**

1. **To consider and approve the Management accounts and bank reconciliation for m/e 30th September 2015.**

It was **resolved** to approve the management accounts and bank reconciliation for m/e 30th September 2015.

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

C. Worswick – Sept 2015 salary £320.19

HMRC – income tax – Sept 2015 £80.04

Inskip P.C. – donation to leaflets £90.00

Computer Xpress – laptop and associated software and set up £475.00

S. Gorton – website design £295.00

Integrate – village tidying £147.12

C. Worswick – internet & postage £33.35

LCTP – Finance w/shop J. Pye £25.00

C. Worswick – Oct 2015 salary £320.19

HMRC – Income tax – Oct 2015 £80.04

The date of the next meeting is 8th December 2015.

**…………………………………….**

**Chair**

**BROUGHTON PARISH COUNCIL – AREAS OF RESPONSIBLITIES 2015/16**

|  |  |  |  |
| --- | --- | --- | --- |
| Parish Council business support | Administration | Clerk | Minutes of meeting, correspondence |
|  | Meetings | Clerk | Arranging, publicity, liaising |
|  | Planning permission | Clerk/Councillors | Review and advise full council |
| Upkeep of village | General maintenance | BA/Integrate | As per schedule |
|  | Grass cutting | JP/Barton Grange | As per schedule |
|  | Playground | PH/P.C.C. | As per schedule |
|  | Car park & railings | BA/Integrate | Ongoing cleanliness and use |
|  | Xmas tree | LJO |  |
|  | Flower tubs | JP/Barton Grange |  |
|  | War Memorial | LJO/PH | Under review |
|  | Historical features |  | Annual review |
|  | Street furniture and bins Footpaths, Bus shelters, highways, rights of way, waste disposal, recycling, environmental issues | KG | Ongoing |
|  | Noticeboard | Clerk |  |
| Communication | Newsletter | All Cllrs. | Advertised 3 times a year |
|  | Website | Clerk/RT |  |
|  | Archivist | Lancashire Archives |  |
| Lobbying & representation | A6 bypass | All | Ongoing representation |
|  | LALC | JP | Representatives |
|  | Damaris Dixon Trust | PH | Trustee |
|  | Preston Area Comm | PH/JP | Representatives |
|  | PACT meetings | All Cllrs. |  |

**Planning areas**

|  |  |
| --- | --- |
| Woodplumpton Lane  | PH/JP |
| Whittingham Lane  | LJO |
| A6 South | BA |
| Durton Lane | KG |
| A6 North | RT |