**BROUGHTON IN AMOUNDERNESS PARISH COUNCIL**

Minutes of the Parish Council

Held at Broughton and District Club, Broughton

Tuesday 4th September 2018 at 7.30pm

**Present**: Cllrs. Mrs. P. Hastings, Mr. D. Mills, Mr. N. Parkinson, Mrs. L.J. Oldcorn, Mr. J. Hamilton.

**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.

A resident of Downing Court stated that objections to the Planning application for a Touch

of Spice had been put in by several residents.

Another resident was concerned about the amount of traffic/wagons on Woodplumpton Lane.

The garage director expressed concern over the proposal from LCC for traffic coming from A6 north – southwards. Businesses will not be viable and buses will also not be economically viable.

The website was highlighted as having the incorrect date on the site for the referendum. PH is to check. All dates appear correct on website

Park House site – concerns were raised as it is a building site and children are now playing there. The Chair is to contact the builders to make it safe.

1. **Apologies for absence.**

Apologies for absence were received and accepted from Cllr. K. Galloway.

**2. Declarations of Interests-**

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

None declared.

**3. Confirm the minutes of the Parish Council Meeting held on 3rd July 2018- (already circulated)**

The minutes of the Parish Council meeting held on 3rd July 2018 were confirmed and signed as a correct record.

 The Council wished to record its thanks for the minutes being taken by Mrs M Hahn in the Clerks absence.

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

The Police submitted a report for an update on matters.

 James Tower Way – they are unable to chase boy racers at night due to the lack of a vehicle.

 A6 roadworks – this will be ongoing for 12 months and they are working with contractors to minimise issues.

 Bus Lane – approx. 7000 tickets have been issued.

 Crossroads – 24 actual incidents have been logged with the Police and it is mainly due to driver error.

 Local Policing Plan – Neighbourhood Policing Staff due to come in over the next year for the rural areas. There will be no further PACT meetings.

 Crime figures – still relatively low for the area.

 Defibrillator – waiting for Office of Buildings at Hutton to sign off the paperwork. Cllr Hastings has had a suggestion that the defibrillator could be put up and use the Xmas tree power source.

**5. Items for consideration**

1. **Parish Councillor vacancies**

It was **resolved** to accept the declaration of acceptance of office for Mr. Joe Hamilton to become a Parish Councillor.

Cllrs then considered the application from Dr. Leila Eccles to and it was **resolved** to accept her application and the declaration of acceptance of office was duly completed.

1. **Insurance premium**

The Clerk reported that after initial enquiries in June with the insurance company, it would cost an additional £136.97 to increase the Fidelity Guarantee cover by £100k to a new total of £250k. It was **resolved** to accept this quotation for the Clerk to contact the Insurance company again and confirm the amount.

1. **Financial return y/e 31st March 2018**

It was **resolved** to approve and accept the financial return for y/e 31st March 2018, which has been approved by the auditors.

After their review no other matters were brought to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The Clerk is to prepare and publish the Notice of conclusion of audit.

1. **Standing Orders and Financial Standing Orders - revised**

It was **resolved** to adopt the revised Standing Orders and Financial Standing Orders for the Parish Council. The Clerk is publish them on the website in the revised format.

1. **GDPR**

The Clerk reported on the progress on the implementation of GDPR. Concerns were expressed at being unable to access materials from NALCs site, as we are not a member of LALC. Discussion then took place on whether to re-join LALC and the fee. It was agreed not to join until the new financial year and review joining with the PAC group as one member.

1. **Additional agenda item**

It was **resolved** to add the following additional items to the agenda:

* Neighbourhood Plan Steering Group/Review Group
* Finance Committee,
* Standing Committees and Charities.
1. **LCC village roadworks**

The Parish Council are to consider the site of the Xmas tree, the representatives for the celebrations for Pte Towers, town centre or Broughton, and the proposed actions discussed regarding the parking zone.

Cllrs. Hastings and Oldcorn met with LCC regarding the roadworks in the village. There has been a lack of communication and contractors did not know about the Pte J. Towers celebrations on 6th October and are working on getting the War Memorial area ready for 11th November, they are waiting on granite from China. The area will be made safe for spectators. Xmas tree lights switch on 29th November – they will not be working at the site then.

Pte J. Towers plaque is to be installed by contractors on delivery on the north side gravel area of the memorial.

The Xmas tree area – the site of the electric control box is to be agreed and the site of where the tree can be planted may be changed due to tree root growth and the railings will have to be taken down.

Not all the pavements are to be resurfaced.

LCC are consulting on a restricted parking zone, with parking bays. The east side is to have the bollards removed and an additional bay opposite is to be created.

The proposed bus gate at the northern end for both traffic lanes on the A6 is still to be formally consulted on. Once consultation starts the concerns expressed on what is the viability with restriction on traffic to local businesses can be discussed.

1. **Neighbourhood Plan**

It was resolved to accept PCCs modifications to the NP based on the examiner’s report and that the published plan is now the version to go for referendum.

It was resolved that the maximum budget based on the electoral office advice be set at £2448.61, which can come from CiL.

The campaign was discussed. The club is booked for 22nd September for a launch event. A4/A5 posters/flyers are needed and wording needs to finalised. There are 845 properties and the aim is to get a 30% turnout – we need 400 people to vote.

It was **resolved** to hold an extra meeting to discuss further.

1. **Parish Action Plan**

Cllrs considered progress on the plan.

The charity involved in community facilities – Donna Carney from Community Futures is to meet with Cllrs. and scout representative to go through queries.

Key Fold farm – Cllrs Hastings and Oldcorn met with developers to discuss the possibility of a community building. The developers do not want it near the Pinfold as there are plans for a large house. A piece of land behind the playgroup was discussed along with the possibility of converting the barn. They explained about the drainage works on KGV, War Memorial and coppice.

Heritage Lottery Bid – we were unsuccessful – there was a lot of competition and we didn’t meet the criteria. Other areas for funding are to be explored

War memorial listings and Toll bar post – The Toll Bar post cannot be listed, but the memorials can. A full submission has been made, as there are developments in close proximity making the memorials at risk this listing is considered urgent.

School place/additional primary school: LCC have said they will meet with the Parish Council next year.

1. **Pte Towers celebration**

The arrangement for the above celebration include:

The lectern has now been ordered.

The vicar cannot do the service – so the NW Chaplain from the Infantry Barracks is stepping in.

Order of Service – completed.

Dignitary list – completed and invites to be sent out.

Afternoon tea at the club – 6th October at 1.30pm.

Wreath to be ordered.

**6.** **Planning applications received**

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

 **06/2018/0219** – 1no dwelling following demolition of existing dwelling – **Cobbers Hill, Durton Lane, Broughton.**

 **06/2018/0645** – two storey side and rear extension and single storey rear extension – **Pippins, Highrigg Drive, Broughton.**

 **06/2018/0727** – change of use of showroom to retail and sales area to retail/restaurant and café, including extension to building following demolition of canopies and underground tank removal – **Kinders Petrol Filling Station, 506-508 Garstang Rd, Broughton**.

 **06/2018/0760** – amendment to planning permission 06/2017/1083 comprising changes to the fenestration of the building, planting and hard surfacing and additional substation (non-material amendment not subject to consultation) – **Land north of Eastway, Preston**.

 **06/2018/0814** – Discharge of condition no. 8 (Materials) attached to planning permission 06/2013/0349 – **Land North of Eastway, Fulwood, Preston.**

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

 **06/2018/0876** – Fell and remove various trees – **First Trust Hospital, Durton Lane, Broughton.**

 **06/2018/0732** – outline application for up to 111no. dwellings and associated works following demolition of 126A Whittingham Lane, Broughton – **Land to the rear of 126A Whittingham Lane, Broughton.**

 **06/2018/0859** – erection of three storey retirement apartments building (Class C2) and two storey office (Class B1) and retail units (Class A1) building, following demolition of existing restaurant building (Class A3) with associated landscaping and car parking and new access off Woodplumpton Lane – **A Touch of Spice, 521 Garstang Rd, Broughton**.

This has an overbearing nature, with the same height as the Chameleon tower. Agree in principal to a mixed development, but object to the design. Cllr. Hastings to obtain advice.

**The Call for Sites for the initial Central Lancashire Local Plan review - PCC**

To consider submitting details for sites for development and a suggested use for that site.

**7. Action items for review**

1. **CiL grant applications**

**St. Johns Church, Broughton** – to install and construct flood prevention works to reduce the risk of flooding originating from Blundell Brook affecting mostly the western parts of the church graveyard. **Amount requested £7,500**.

It was **resolved** not to approve this application.

**Broughton Pre-School** – to refurbish the children’s washroom area. **Amount requested £10,113.97**

It was **resolved** not to approve this application.

**8. To consider and approve the Management accounts and bank reconciliation for m/e 31st July 2018.**

 **The management accounts and bank reconciliation were approved for the m/e 31st July 2018.**

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

**Receipts**

General Account

Story’s – donation towards noticeboard £1500.00

CiL Account

**Payments**

General Account

Employee 1 – July 2018 salary £333.21

HMRC – Income tax – July 2018 £83.20

Moore & Smalley – Payroll services £71.71

Photocast Products – Lectern – deposit £1000.00

Integrate – Village tidying £472.19

Employee 1 – Aug 2018 salary £333.01

HMRC – Income tax – Aug 2018 £83.40

Community Futures – Draft document – Charity registration £175.00

Broughton & District Club – Hall hire 23.06.18 £40.00

SLCC – subscription 2018 £100.00

C. Worswick – Internet and postage £55.59

CPRE subscription 2018 £36.00

 CiL budget

PFK Littlejohn LLP – External auditors £480.00

**The date of the next meeting is 16th October 2018**

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Chair