



WOODPLUMPTON PARISH COUNCIL

REMOTE MEETING AGENDA

Monday 15th March 2021 7.00pm

The meeting will take place by ZOOM using the link below

<https://us02web.zoom.us/j/82542293248?pwd=SIRDZTZjYjl1TVZaWFRvUSsxQk1ydz09>

1. CHAIRMAN'S INTRODUCTION, SOUND CHECK AND VOTING METHOD

2. APOLOGIES FOR ABSENCE

3. **APPROVAL OF THE MINUTES** of the Parish Council Meeting held on **15th Feb 2021** and the Minutes of the Extra-Ordinary meeting held on the **1st March 2021** to discuss the traffic calming Legal Agreement. **Members are required to approve the Minutes** so they can be signed at the next face to face Council meeting in accordance with LGA 1972 Sch. 12 Part VI para 41 (1).

4. DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

Members are reminded of their responsibility to declare any interests in respect of matters contained in the Agenda. A Councillor with a disclosable pecuniary interest or any other interest, as set out in the Council's Code of Conduct, is subject to statutory restrictions on his right to participate and vote on that matter – see Standing Order 2020 (13)

5. PUBLIC PARTICIPATION

The electronic link to the meeting is published on the Agenda. Members of the public wishing to raise matters in accordance with Standing Order 2020 (3g & h), should raise them here, **however, it would be helpful if the public could inform the Clerk of their intention to participate in advance of the meeting**

6. NW PRESTON SCHOOL PROVISION

At the February meeting, Members resolved to contact LCC to support Catforth School's request for a new classroom. LCC have stated that the delivery of a new school in NW Preston has been complicated by a fluctuating birth rate and housing development has not come forward to planned timescales. They have confirmed that they will engage directly with the local head teachers before commissioning additional places – but to act too soon, would destabilise existing schools. **Members are requested to note and consider the comments.**

7. PLANNING APPLICATIONS BEFORE COUNCIL

Due to the time constraints of a remote meeting, the Clerk is dealing with **routine** planning matters under **delegated authority** in accordance with Standing Order 2020 (15 xiv).

Members are requested to note the representations for March as detailed in appendix A. Applications can be viewed at www.preston.gov.uk

Members are requested to comment on the following applications which are not considered to be routine.

06/2020/1241 Erection of 3no. agricultural buildings with associated farmyard area and farm track on land off Hollowforth Lane, Woodplumpton, Preston.

06/2021/0269 Building and glasshouse for use as a research laboratory, change of use of existing barn to offices and existing storage barn to workshop / store. Siting of a biomass fuel burner within existing building with car parking and manoeuvring areas at Crowhall Farm, Newsham Hall Lane.

8. FINANCIAL STATEMENT

The Clerk has emailed copies of the accounts and February bank statements. **Members are requested to confirm that these have been reconciled.**

9. CATFORTH / WOODPLUMPTON SIGN BOARDS

Members are requested to note that the Catforth sign is now being manufactured in accordance with **MIN 20/98**. When the order was placed, it was priced on the assumption we would be purchasing 2 boards – one for Catforth and one for Woodplumpton. **Members are requested to provide an update on the Woodplumpton board.**

10. ACCOUNTS FOR PAYMENT

Members are requested to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Mar salary	Mrs J Buttle	£1157.13
PAYE	HMRC	£103.54
Employer N Ins	HMRC	£77.21
Lengthsman wks 47- 50	B Hill	£750.00
Ink cartridges (£49.58 to come from Whittingham)	Mrs J Buttle	£99.16
Electric bill for the Christmas lights	E-on	£21.47
2 Save a life Billboards	CPR Group	£598.00
DEFIB box Cottam Post Office	Wel Medical	£1,428

11. 2020/21 INTERNAL AUDIT REQUIREMENTS

In order to comply with Audit Requirements and Finance Regulations, **Members are required to review the Terms of Reference and comment on the following documents to ensure they are up to date and appropriate to the Council's requirements.**

Appendix A. Risk Management Strategy

Appendix B. Risk Management Assessment Register

Appendix C. Council's Asset Register

Appendix D. Scope for the Internal Audit

Appendix E. Effectiveness of the Internal Audit

Members are also required to approve Mr Slade as the Council's Internal Auditor.

12. LENGTHSMAN CONTRACT

A contract has been prepared for Mr. Hill to continue as Parish Lengthsman from April 2021. **Members are requested to consider the content of the contract, and authorise the Chairman and Clerk to sign it on behalf of the Council.**

13. CIL UPDATE

Woodplumpton and District Club wish to build a new toilet for the disabled. Their email states that since the demise of Catforth Bowling Club they are now the major club in the parish and wish to request financial support from CIL. The cost is **£21,845** but they are looking at small grants and state the club is looking to put 50% of funds into the project. **Members are requested to consider the request.**

14. RETURNING TO FACE-TO-FACE MEETINGS

Members have been informed that the legislation allowing Parish Council's to meet remotely will lapse on the 7th May 2021 and unless it is renewed, the Council will need to consider a return to face to face meetings. A briefing note has been emailed to Members but as there are a variety of factors to consider, including the suitability of premises and undertaking appropriate risk assessments, **Members are requested to agree a date to discuss the matter.**

15. NEWSLETTER

Members are reminded that the Parish Council Newsletter needs to be issued in April. Articles will include the May election and the possible return to face-to-face meetings - including the Annual Parish Meeting. Other articles will include details of how to report litter / fly tipping, an update on the Bartle Village application and community facilities in NW Preston and an appeal for residents to get involved in Catforth in Bloom. **Members are requested to email any other articles for inclusion.**

16. TRAFFIC CALMING LEGAL AGREEMENT

Following the extra-ordinary meeting on the 1st March, Members met with LCC on the 10th March to discuss the plans for Catforth and progress the Woodplumpton scheme. As the agenda item relates to negotiations regarding a Legal Agreement, **Members are requested to exclude the public under the Public Bodies Admission to Meetings Act 1960 before discussing the outcome of the meeting and advising the next steps.**

17. DATE OF NEXT MEETING

The next ordinary meeting is scheduled for **Monday 19th April 2021 at 7.00pm.**

COMMUNITY GARDEN TRUSTEES

The Parish Council acts as Trustees for the Community Garden and any decisions and actions must be recorded separately to the Parish Council decisions.

Mr Hill maintains the Community Garden and every year **the Trustees are requested to review the maintenance arrangements for the forthcoming year.**

The only outstanding issue for 2020/21 is the replacement Christmas Tree which Mr Hill is discussing with various arborists.