



**WOODPLUMPTON PARISH COUNCIL**  
**MEETING TO BE HELD IN**  
**THE MAIN HALL OF ST ANNE'S PRIMARY**  
**SCHOOL, WOODPLUMPTON ROAD, PRESTON**  
**ON MONDAY 16<sup>th</sup> Jan 2023 at 7.00pm**

**1 APOLOGIES**

**Members are requested to note any given apologies.**

**2 APPROVAL OF THE MINUTES** of the Parish Council Meeting held on 21<sup>st</sup> Nov 2022.  
**The Chairman is required to sign the Minutes as a true record.**

**3 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 the right to participate and vote on that matter – see Standing Order 2020 (13)

Members living in the Parish have a disclosable, pecuniary interest in setting the Precept (Agenda Item 15) however, subject to Members disclosing the interest at the meeting, Members benefit from an exemption under paragraph 10(5)(vi) of the Code of Conduct.

**Members are required to disclose their interest verbally, as dispensation forms have already been approved until the May 2023 elections.**

**4 PUBLIC PARTICIPATION**

Members of the public wishing to raise matters in accordance with Standing Order 2020 (3g & h), should raise them here. **The length of the adjournment will be at the Chairman's discretion.** Matters requiring a Council decision must be included as a specific Agenda item.

An invitation to attend has been sent to the Police, County and City Councillors.

Members have been copied in to various emails regarding the Woodplumpton traffic calming scheme and parking concerns at The Orchard. **Residents will be invited to speak at this point** and the Chairman and other Members of the Council will respond to the points raised. Any decisions to be taken by the Council will be documented under the agenda item.

**5 CO-OPTION OF CATFORTH CLLR**

Further to the vacancy in Catforth ward, a co-option application has been received from an Inskip resident. Legislation states that applicants must live within 3 miles of the Parish boundary. As the applicant meets that criteria, the application has been emailed to Members. The applicant will be given an opportunity to speak on his application and Members may ask any questions. **Members will be required to vote on whether to co-opt the applicant.**

Following the consideration of the above item, the Parish Council meeting will be reconvened and members of the public will be unable to make any further comments.

**6 TRAFFIC CALMING SCHEMES**

**A) ISSUES RELATING TO LAND AT THE ORCHARD**

**Yellow lines** – Members have been forwarded various emails regarding the length of the double yellow lines at The Orchard. LCC are responsible for the safety of motorists and pedestrians alike and they considered yellow lines were required. In view of the comments expressed, the Parish Council has requested that LCC check their length. **Members are requested to comment on LCC's reply if it is received prior to the meeting.**

**Protection of the verge** - The yellow lines were intended to protect the verge at the bottom of The Orchard and allow pedestrians enough space to cross the road safely. **As vehicles are still mounting the verge, Members are requested to consider if other options should be considered.**

A quick solution could be to erect a large concrete planter on the verge – subject to approval from Community Gateway and LCC Highways. Another option is to request that LCC alter the approach to the corner to stop it being so sharp, however, this will take time.

**Playing field parking** – Acting on complaints that the field frontage was being churned up by motorists parking at the playing field whilst using the play area / visiting the school, the Parish Council requested that the City Council, who own the field, look at ways to resolve the problem. The costs quoted were considered to be excessive and the work was put on hold. As complaints are still being received regarding cars parking on the frontage, the Parish Council and the City Council have agreed to reconsider the proposal.

The City Council have drawn up plans for parking along the frontage and as stated under MIN 22/99 of the November meeting, the Parish Council have advised the City Council that they will assist with a consultation of residents. If residents agree to the parking proposal, the City Council have stated that due to their governance processes, it will be September before the works take place. Regardless of whether the parking spaces are progressed, as the field frontage is still being damaged. **Members are requested to confirm the intention to install knee high fencing to stop the destruction of the playing field.**

**Tree planting** – Alterations to the junction at Whittle Hill will result in some trees being felled and LCC are duty bound to plant replacements in the village. Land at the playing fields was suggested as this is a large area of open space and the City Council were keen to include some planting in conjunction with the above proposal. The trees will be appropriately positioned on the City Council owned land and will not affect any individual's property.

**Members are requested to consider any points raised regarding the above.**

**Resident Parking** – Parking concerns at The Orchard date back well before the traffic calming scheme, however the Parish Council does not have any statutory powers to provide residents with parking spaces. Notwithstanding this, the Parish Council has contacted Community Gateway and LCC to establish if they will consider requests from residents wishing to park on the grass verge. LCC have indicated applications to drop the kerb will be considered provided the design does not drop debris on to the highway. Community Gateway have confirmed that they have no objections to vehicles parking on the verges provided they are protected from vehicle damage. **Members are requested to consider any comments made regarding the above and confirm that copies of the documents can be provided to residents if needed.**

## **B) ISSUES RELATING TO WOODPLUMPTON**

**Newsham Hall Lane** – An email has been received stating that due to the change of priority at Newsham Hall Lane, pedestrians wishing to cross the road are put at risk as vehicles no longer need to slow down when coming from Broughton and speed limits are ignored. Members were forwarded an email from the Neighbourhood Policing team requesting details of problematical areas and this area has been forwarded as a concern. Notwithstanding the above, the Parish Council continues to raise speeding issues with the Deputy Police Crime Commissioner who can request further intervention. **Members are requested to consider any further points raised during public participation.**

**Hump gradient** - Under MIN 22/95 of the November meeting, it was resolved that LCC check the gradient of the speed humps throughout the village. Members have been forwarded a copy of their reply which states that the humps have been inspected and are in accordance with the Department for Transport's standards, however they have offered to meet a representative of the Council to discuss further. **Members are requested to consider if this is necessary and who should attend.**

**Planter / Child safety signs** - Under MIN 22/97 of the November meeting it was resolved that as the size of the planter outside Woodplumpton school can only be determined once the bollards are installed, further discussions regarding the style and cost are required with LCC.

LCC have replied stating that the footway and buildout width total 3050mm - with the width reduced to 2420mm by the pencil bollards. The addition of a 600mm planter with a 300mm gap, would reduce the width to 1520mm. As LCC consider 1800mm to be a sufficient width for a footway, they consider that there will not be enough width for the planter and the signs.

**Members are requested to consider this information and determine if they wish to continue with the signs, go for a smaller planter or remove it completely.**

**Inconsiderate parking** – Under MIN 109 of the Oct 2017 meeting, following concerns about cars parking on pavements and grass verges, Members resolved that the Parish Lengthsman may place a ‘Polite Notice’ (content approved by local policeman C Banks) on the vehicle windscreen to inform the driver that the car is considered to be parked inconsiderately. To assist with any disputes, it was agreed that a photograph of the vehicle will be taken.

The approved notice was placed on a car in Dec 2022, in accordance with the above resolution but a complaint has been received. Details of the complaint and a photograph of the vehicle were forwarded to Members.

**Members are requested to review the decision taken in 2017 and determine if the Notices should still be issued and if more clarity is required regarding their use.**

**Yellow lines in the Village** – An email has been received which states that Highways have painted yellow lines on one side of the road up to Plumpton Field, which has transferred parking problems to the opposite side of the road. The email requests that the Parish Council ask LCC Highways to paint the double lines on the opposite side of the road too, so the traffic can flow freely at all times. **Members are requested to consider a reply to the email.**

### **C) ISSUES RELATING TO CATFORTH**

**Catforth Scheme** – Further to the 23rd Nov Zoom meeting referred to in the November Minutes - LCC have advised that they have been able to resolve the pole and guywire issue on School Lane by widening the footway. With this modification, it would appear that the Catforth scheme has been finalised and updated costs have been requested.

Assuming the costs are broadly in line with the latest quotes, Members will be required to sign the Legal Agreement to allow the works to proceed. Prior to that, **Members are requested to determine if they wish to engage the Solicitors to oversee the signing of the Agreement as detailed in the Clerk’s 10<sup>th</sup> January email.**

**Catforth Laybys** – Resurfacing of the Catforth laybys is not a requirement of the Catforth scheme and under MIN 21/59 of the 1<sup>st</sup> Sept 2021 meeting, Members resolved to seek quotes to resurface the laybys and a quote was received for £27,902. Given the time lapse and economic climate, the quote is likely to have increased and **Members are requested to confirm that the works are still required and that an updated quote should be requested.**

### **7 ACCOUNTS FOR PAYMENT AND RECEIPTS – 31<sup>st</sup> Dec 2022**

**Members are requested to note and approve the following accounts already paid in accordance with standing order 15 (b) xii**

Catforth Carol refreshments	£25.89	BACs	Ref 75
Clerk’s Dec Salary	£1259.87	BACs	Ref 76
HMRC PAYE	£105.74	BACs	Ref 77
Employer Nat Ins	£88.71	BACs	Ref 78
Parish Lengthsman weeks 33 - 36	£900.00	BACs	Ref 79
Shrubs for the War memorial (MIN 22/107)	£122.90	BACs	Ref 80

### **8 2022/23 FINANCIAL STATEMENT 1st April – 31st Dec 2022**

The Chairman is requested to verify that the financial accounts and bank statements have been reconciled

### **9 REVIEW OF 3rd QUARTER ACCOUNTS 2022 / 2023**

**Members are requested to consider the attached progress against budgeted items following the completion of the 3<sup>rd</sup> Quarter April – December 2022.**

### **10 CATFORTH VILLAGE HALL BIN DONATION**

Catforth Village Hall have requested a donation of £105 towards the emptying of the green waste bins. **Members are requested to approve the donation.**

## 11 SLCC MEMBERSHIP

SLCC Membership is based on the Clerk's combined salary for both Whittingham and Woodplumpton which equates to £118 each. If the Clerk worked solely for Woodplumpton, the membership would be £187. **Members are requested to renew the Clerk's membership to the Society of Local Council Clerks jointly with Whittingham Parish Council.**

## 12 COMMUNITY GARDEN ACCOUNT - EDGING STONES

Under MIN 22/107 Members resolved to approve replacement edging stones around the notice board in the community garden at a cost of £72.35. As the cost is a Community Garden expense, **Members are requested to transfer £72.35 to the Community Garden account.**

## 13 SPONSORSHIP OF NEWSLETTER

Newton Bluecoat CE Primary School have a nursery section that they would like to advertise in the local area. They have offered to make a donation of £25 to place a small advert in the Parish Council Newsletter. **Members are requested to consider the request.**

## 14 ACCOUNTS FOR PAYMENT AND RECEIPTS

**Members are requested to approve the following accounts for payment.**

Clerk's Jan Salary	£1259.87	BACs
HMRC PAYE	£105.74	BACs
Employer Nat Ins	£88.71	BACs
Parish Lengthsman weeks 37- 40	£900.00	BACs
War memorial plants	£122.90	BACs

## 15 2023/24 BUDGET AND PRECEPT SUBMISSION

At the November meeting, Members considered a DRAFT budget totalling **£43,850** and under MIN 22/109 Members resolved to increase community donations to cover incidental requests such as assistance with the cost of emptying community bins.

In addition to the above, Members are requested to note that the £1,505 transfer to the Community Garden account, is not sufficient to cover increases to the maintenance contract, water bill, replacement plants and repairs, **Members are requested to increase the transfer to £2,005 and approve a request to change the account to online rather than cheques.**

In the current climate, the inflationary salary increase of 1% is unlikely to be realistic and salary payments have been adjusted to represent a 4% increase. As Members may also wish to purchase a new asset not covered by CIL, this figure has been increased by £2,000.

**Members are requested to approve the above changes which will result in a revised budget of £46,920.**

To achieve a balanced budget, expected income of **£4,580**, less the budget expenditure would require a Precept of **£42,340**. **Members are required to consider the above suggestion and agree a Precept for 2023/24.**

## 16 LCC BUDGET CONSULTATION

Attached is a document detailing LCC's budget proposal. Proposed changes are listed in the template summary with the service impact detailed under the numbered template reference. Attention is drawn to H002 a reduction to the gritted network and H005 a reduction in the frequency of grass flail cutting from 4 to 3.

**Members are requested to consider the document and advise of any comments.**

## 17 LCC SCHOOL CONSULTATION

Members have been forwarded details of LCC's consultations for a new secondary school at the former Tulketh High School site and a new primary school at Cottam Hall. It is assumed that these will be built instead of the new schools proposed in NW Preston. Members have also been alerted to a proposal to expand Cottam primary school. **Members are requested to respond to the consultations before the 22<sup>nd</sup> January.**

## **18 LOCAL PLAN CONSULTATION**

Members have been emailed the Local Plan consultation where comments are required by the 24<sup>th</sup> February. Woodplumpton has been classed as tier 5 i.e. the least preferable option for development - and according to Policy 4.2, proposals for development in the landscape around Woodplumpton will be determined against a specific settlement character policy. However, housing is proposed at land at Bartle, Laburnam House Farm and Mayors Farm. There is also employment land allocated around the PWDR – reference PEP 1.9

**In view of the number of items on the Agenda, Members may wish to defer this item to the February meeting.**

## **19 PLANNING APPLICATIONS BEFORE COUNCIL**

**Members are requested to consider and approve the attached delegated comments for Nov & Dec.** Applications can be viewed at [www.preston.gov.uk](http://www.preston.gov.uk)

## **20 NEIGHBOURHOOD PLAN**

Members have been forwarded email exchanges regarding the progress of the Neighbourhood Plan and are aware that the City Council requested assistance from the Parish Council to carry out a Regulation 16 consultation based on a cost and resource perspective. Given that the request would require Members to make a decision on whether to allocate more costs and resources to the NHP, a meeting once requested with the City Council. The City Council have retracted the request and have confirmed that the City Council will cover the costs.

**Members are requested to note that the Clerk has forwarded the emails to the Chairman under the Parish Council's complaint policy and Members are requested to consider if any response or action is necessary.**

## **21 DATES OF FUTURE MEETINGS**

Members are requested to note the next meeting is currently planned for **Monday 20<sup>th</sup> February 2023** in St Anne's Primary School, Woodplumpton.