



WOODPLUMPTON PARISH COUNCIL
MEETING TO BE HELD IN
THE LIBRARY, WOODPLUMPTON PRIMARY SCHOOL
WOODPLUMPTON ROAD, PRESTON
ON MONDAY 18TH SEPT 2023 at 7.00pm

Due to the room capacity, residents are requested to notify the Clerk before 12.00 if they wish to attend, so that use of an alternative room can be checked.

1 APOLOGIES

Members are requested to note any given apologies.

2 APPROVAL OF THE 17th JULY 2023 MINUTES

The Chairman is required to sign the attached Minutes as a true record.

3 TO ACCEPT DECLARATIONS OF INTERESTS

Members are reminded of their responsibility to declare any interests in respect of matters contained in the agenda noting that there may be statutory restrictions on the right to participate and vote on that matter – see Standing Order 2023 (13)

4 PUBLIC PARTICIPATION

Members of the public wishing to raise matters in accordance with Standing Order 2023 (3f, 3g & 3h), should raise them here. The length of the adjournment is at the Chairman's discretion.

NOTE: Matters requiring a Council decision must be included as a specific Agenda item. For more details, please contact the Clerk.

- The Police, County and City Councillors are routinely invited to attend the meeting.
- At the Woodplumpton coffee morning, 2 residents expressed concerns regarding an increase in traffic using **Sandyforth Lane**. As the Parish Council raised concerns about traffic issues when replying to the planning application for a children's nursery, the Clerk has written to LCC Highways asking them to reconsider the use of the Sandyforth Lane / Aldeburgh Drive junction especially as Sandyforth Lane is a registered bridleway.
- The Clerk has also asked LCC Highways when the **Tabley Lane traffic lights** near Landorn kennels will be switched on.
- Concern was also expressed that *'buses and other larger vehicles cannot cope with the very tight turn from Broughton into Woodplumpton'* when approaching from **Newsham Hall Lane**. It is understood that a resident wishes to speak on the matter which has also been included for Members to consider under the Woodplumpton traffic calming updates.

5 TRAFFIC CALMING

The June 2023 Minutes detail the decisions taken in relation to the traffic calming schemes. Since then, Members have been kept informed of progress via emails.

a) Woodplumpton Village

Under **MIN 23/24.38** Members resolved to approve the cost to alter the gradient of the humps. The work was carried out between 31st July – 4th Aug. **Members are requested to provide feedback on the alterations.**

Whilst the work was being carried out, a resident questioned whether the traffic calming measures had reduced speeding incidents. It was explained that the measures were intended to reduce the quantity of traffic as well as speed, however, as the information will assist the Parish Council in assessing the success of the scheme, the Clerk contacted the infrastructure team to request the information. They advised that whilst monitoring had been carried out in 2018/19, there were no immediate plans to compare the data with the current traffic levels.

This information was emailed to Members on the 2nd August and Members agreed to submit a request for the monitoring tubes to be laid in mid-September. The cost quoted was approx. £200 per location, however as shown on the attached plans, LCC are suggesting 7 locations – 4 in Catforth and 3 in Woodplumpton at a total cost of £1200. **Members are requested to confirm the number of sites and the cost involved.**

As explained under public participation, the safety of the junction with Newsham Hall Lane has been questioned. It is unclear if LCC have been notified of the concerns by the bus companies, however, **Members are requested to consider if a site meeting is required with the infrastructure delivery team both in relation to this matter and with regards to providing feedback on the scheme in general.**

b) Whittle Hill

Notwithstanding the above decision, the Woodplumpton scheme has not been completed as works are yet to take place regarding the closure of Whittle Hill. Members were informed by email on the 9th Aug, that the TRO has been revised to 16th Oct - 20th Nov.

c) The Orchard - Double Yellow lines / protection of the junction verge.

Under **MIN 23/24.37** Members resolved to approve the cost to alter the double yellow lines to 12m. The invoice was paid at the July meeting and the TRO was advertised on the 25th August with representations to be submitted by **22nd September**. Following the closing date, the Clerk will check when the work will be carried out.

d) Catforth Scheme.

Members are requested to **note** the following updates.

Further to **MIN 23/24.39** the S278 Legal Agreement has been signed and returned to the solicitor and the associated admin costs have been paid to LCC. The Agreement will now be sealed and completed prior to the TRO's being published.

Under **MIN 22/150** of the Feb 2023 meeting, Members approved £36,775 for the layby work, however LCC have advised the figure should have been **£35,775**. As the laybys will be completed as part of the scheme, 20% contingency has been added to the £35,775.

Further to the July public participation question relating to speed limits on Rosemary Lane, the infrastructure delivery team have confirmed that the full stretch can be altered to 30mph under the Catforth TRO at no extra cost. Their reply has been forwarded to the resident.

Further to the 2nd Aug email regarding the Woodplumpton data monitoring, it was noted that there is no current traffic data for the Catforth area. Members indicated that this should be carried out before the scheme commences. The decision to go ahead will be recorded under the Woodplumpton Minute above.

6 SPEEDING ISSUES

Further to **MIN 23/24.49** of the July meeting, in an email dated 21st July, the Clerk explained that the Grimsargh contact can only place a temporary SPID on the existing SPID brackets, consequently, Members are considering whether to purchase SPIDs as a CIL expense and any decisions will be recorded on the CIL Business Plan.

The Summer Newsletter reminded residents to report speeding issues to the Road Safety Partnership and also informed residents that the police will be using the speed gun in various locations. Monitoring was requested on Bartle Lane and the area around Whittle Hill, however despite several reminders, data has not been forthcoming.

LCC Highways are preparing to revoke a 1999 Traffic Regulation Order to extend the 30mph speed limit on Woodplumpton Road, Sandy Lane and Tabley Lane as detailed on the **attached plan and email**. The information was emailed to Members on the 24th August and further clarification was requested. Members are requested to **comment of the proposal**.

7 EXTERNAL AUDIT REPORT 2022/23

The external audit has been completed with **no issues** raised. In accordance with the Accounts and Audit Regulations, **Members are requested to approve the 'Notice of Conclusion of Audit'** which will be added to the website along with the Certified AGAR. **Members are also requested to approve payment of the £1,008 audit fee.** This reflects the higher income / expenditure band of £400,001 - £500,000 due to CIL.

8 2022/23 FINANCIAL STATEMENT 1st April – 31st Aug 2023

The Chairman is required to verify that the accounts and bank statements have been reconciled.

9 ACCOUNTS FOR PAYMENT AND RECEIPTS

Members are required to note and approve the following accounts already paid in accordance with Standing Order 2023 15 (b) xii

Paid after the July meeting			
Lengthsman Invoice weeks 12 - 15	B Hill	£1216.00	Ref 43
Slate under the Catforth bench MIN 23/24.28	B Hill	£15.00	Ref 44
New Garden sign MIN 23/24.29	B Hill	£20.00	Ref 45
Paid during August – no meeting scheduled			
Garden maintenance July & £6.49 bird seed	B Hill	£231.49	Ref 46
Viking multi & black ink cartridges	Viking	£127.34	Ref 47
Self-seal envelopes Newsletter	CPC	£39.60	Ref 48
Newsletter postage	J Buttle	£375.00	Ref 49
Clerk's Aug Salary	J Buttle	£1259.87	Ref 50
HMRC PAYE Aug	HMRC	£105.74	Ref 51
Employer Nat Ins Aug	HMRC	£88.71	Ref 52
Lengthsman Invoice weeks 16 - 19	B Hill	£1216.00	Ref 54
Weedkiller	B Hill	£48.44	Ref 55
Coffee morning refreshments	P Entwistle	£10.35	Ref 56
Newsletter Delivery	J P P Media	£156.60	Ref 57
Paid prior to the September meeting			
Legal costs to prepare Catforth Agreement	LCC	£1500.00	Ref 58
Lengthsman Invoice weeks 20 - 23	B Hill	£1216.00	Ref 59
Garden maintenance August	B Hill	£225.00	Ref 60

Members are required to approve the following accounts for payment

Clerk's Sept Salary	J Buttle	£1259.87	BACs
HMRC PAYE Sept	HMRC	£105.74	BACs
Employer Nat Ins Sept	HMRC	£88.71	BACs

10 MAY 2023 ELECTION COST.

The City Council have invoiced the Parish £3,655.98 for the May 2023 elections. A breakdown of the cost is attached. **Members are required to approve payment of the invoice.**

11 TRAINING COST

At the June meeting, Members were informed that Cllr Green had requested to attend 3 LALC training courses – 2 web link courses at £15 each (Introduction to Planning and Understanding Precepts) and a full Planning training course at a cost of £40. Members resolved to approve the cost under **MIN 23/24.36**. The planning course will take place on 19th Sept. Members are requested to **note** payment will be made once the invoice has been received.

12 FUNDING DONATION REQUEST

Woodplumpton Bowling league will be celebrating its centenary in 2024. A history of the league is being written to mark the occasion with approx. 1000 copies being produced for members of the current bowling teams at an approx. cost of £1,000. An email has been received asking if the Parish Council could provide a donation towards the cost.

Members are requested to consider the request and determine if an amount should be awarded from the community grants and donations budget.

13 PUBLIC RIGHTS OF WAY (PROW) LOCAL DELIVERY SCHEME 2023/24.

LCC have published details of the 2023/24 PROW Local Delivery scheme which includes the biodiversity small grants project. The closing date for the scheme was 15th Sept 2023, however as the Council has claimed in previous years, the Clerk submitted an expression of interest to comply with the deadline. **Members are requested to confirm whether that they wish to apply for both grants during 2023/24.**

As LCC did not make the grant payments available until May 2023, the Council has not spent the 2022/23 biodiversity grant of £300. **Ideas were requested in the summer newsletter and Members are requested to consider any replies.**

14 CIL – FEED BACK FROM 22nd August meeting

Members met on the 22nd August to discuss the CIL suggestions. A modified scoring template and a summary of projects that can be implemented relatively quickly, has been circulated by Cllr P Entwistle.

Members are requested to approve the documents as a basis for prioritising CIL expenses and confirm the process to implement the decisions.

15 NEIGHBOURHOOD PLAN

As advised at the July meeting, the examiner proposed changes to the wording and detail of several of the Policies in the NHP. The consultant submitted a quote for 3 days work @ £550 per day and has worked through the changes with the Clerk and City Council officers.

Attached is the final draft of the Plan with the changes added, however, Policy HOU1 still needs an update which the Consultant is working on.

Members are requested to **note** the updated plan and the quote to date which may increase depending on the amount of work still required. Assuming there are no further problems, the Plan can be presented to the November Cabinet meeting with a view to arranging a referendum in May 2024.

16 PLANNING APPLICATIONS BEFORE COUNCIL

The delegated comments for August were emailed on the 17th August and Members are requested to approve these and the September comments.

Members have been informed that the Planning Committee approved the application for a Care Home on the local centre site. Following the decision, the Clerk queried the validity of Policy MD2 and requested an update on the planned improvements to Ingol Health Centre.

17 NEW CORRESPONDENCE / UPDATES

Members may use this opportunity to **update** the Clerk or other Councillors on pending items not on the agenda.

Following the concern raised during the June meeting that a pedestrian refuge has not been provided at Discovery Drive, Preston City Council have opened an enforcement case to investigate if there has been a breach in the planning condition.

Following a query from a resident, the Clerk has emailed LCC Highways to ask if the 7.5T weight restriction will be reapplied to Bartle Lane.

18 REVIEW OF THE CLERK'S EMPLOYMENT

Prior to the budget setting discussions in Oct / November, Members are requested to consider an alteration to the Clerk's contract of employment.

19 DATES OF FUTURE MEETINGS

Members are requested to note the next meeting will be held on **Monday 16th Oct 2023** in Woodplumpton Primary School.