



WOODPLUMPTON PARISH COUNCIL
MEETING TO BE HELD IN
THE LIBRARY, WOODPLUMPTON PRIMARY SCHOOL
WOODPLUMPTON ROAD, PRESTON
ON MONDAY 20TH NOV 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 16th OCT 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.

- County and City Councillors are routinely invited to attend the meeting.
- The Police have been invited to provide feedback on the use of the speed gun and the Catforth school parking concern which was raised under public participation in October.

5 TRAFFIC CALMING

Woodplumpton Village

Under MIN 23/24.79 of the October meeting, following confirmation that Members are still concerned regarding the gradient of the humps in Woodplumpton - and the additional costs charged for these works and the reduction of the double yellow lines at The Orchard - Members resolved that the Clerk compose a summary of the Woodplumpton traffic calming concerns - to be approved by Council - so that a formal complaint can be issued to the Director of Highways & Transportation.

Members are requested to approve the summary, noting that LCC have now issued an invoice for the works to the gradient. Members are also requested to note that whilst the invoice to shorten the yellow lines at The Orchard was paid on the 23rd October, the lines have still not been reduced.

Other updates.

Further to MIN 23/24.81 an email has been sent to Highways District Lead to request that the hedge on **Newsham Hall Lane** is replaced by a fence.

LCC have issued a revised TRO for the **Whittle Hill** closure with the dates stated as operative between the 11th and 22nd Dec 2023.

As LCC are yet to respond to the query regarding the Catforth invoice, the CCLA transfer is still on hold and the Catforth invoice has not yet been paid.

6 LENGTHSMAN'S JOB ROLE

Under MIN 22/172, Members resolved to pay an additional 4hrs a week for the Lengthsman to carry out litter picking during the summer, with the decision to be reviewed at the end of Sept.

Members are requested to consider the breakdown of the Lengthsman's hours and advise if the additional hours for litter picking should be continued. As the additional work was an unplanned budgetary expense and as the work improves the appearance of the parish, the additional cost is currently being funded by CIL interest.

7 2022/23 FINANCIAL STATEMENT 1st April – 31st OCT 2023

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

8 CIL FINANCES

Members are requested to approve the updated CIL finance sheet, noting that the CIL payment for October was £56,760.53

9 INFLATIONARY PAY INCREASE

The National Joint Council has agreed a flat rate payment of £1,925 on each scale point with effect from 1 April 2023.

Members are required to approve 7 months backpay (Apr – Oct) to be added to the new Nov salary which is subject to Tax and National Insurance. Pension contributions will also be recalculated.

10 ACCOUNTS FOR PAYMENT

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

Min 23/24.36 Training course New Cllrs & Clerks	LALC	£35.00	Ref 79
Min 23/24.36 Training course Planning for Parishes	LALC	£40.00	Ref 80
B Hill Community Garden invoice October	B Hill	£225.00	Ref 81
B Hill Lengthsman weeks 28 - 31	B Hill	£1216.00	Ref 82
Min 23/24.89 Plants £45 & moss killer £35.79	B Hill	£75.79	Ref 83
Min 23/24.89 Poppies war memorial	B Hill	£12.00	Ref 84

Members are required to approve the following accounts for payment

Clerk's Nov Salary including backpay	J Buttle	TBA	BACs
HMRC PAYE	HMRC	TBA	BACs
Employer Nat Ins	HMRC	TBA	BACs
Parish Greenspace Contribution	City Council	£814.00	BACs

Members are requested to **note** that Easy websites will be increasing their fees by 10% from January 2024. They stress this is the first increase since their inception in 2007. The monthly **direct debit** will increase from £27.60 to £30.36. This has been factored into the budget.

11 CONSIDERATION OF 2024/25 BUDGET ITEMS

At the October meeting, Members were requested to identify new budget items for consideration at this meeting and the Clerk has produced a draft budget to reflect the points noted. Additional items or alterations may be noted at the meeting and a final version will be brought to the January meeting where Members will be required to set the 2024/25 Precept.

Members are requested to consider the DRAFT budget paying particular attention to existing and proposed expenditure increases shown in green.

12 AMBROSE HALL FARM

Members are requested to consider the **attached** email expressing concern that broilers are again being reared at Ambrose Hall Farm which may lead to more odour complaints.

Members are requested to consider contacting the farm to query their position and advise that a new permit would be required if they start production again.

13 PLANNING APPLICATIONS BEFORE COUNCIL

Members are requested to note and approve the Nov delegated planning comments.

14 NEIGHBOURHOOD PLAN

Further to the 1st November Cabinet meeting, the Referendum on the Neighbourhood Plan is likely to be held on Thursday 11th January and it is understood that the City Council will advise of the procedures to be followed going forwards. Members are requested to note the **attached** information confirming that the Parish Council may not promote a 'Yes' vote.

Following the quote presented to the Sept meeting, **Members are requested to approve the final invoice of £1650 for the consultant's work.**

15 NEW CORRESPONDENCE / UPDATES

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

Whilst the Clerk was in hospital, Cllr Bamber replied to Mr Hobson's query relating to hedges on Sandy Lane / Bartle Lane.

Councillor email addresses – as advised by email on the 18th October, the Council has a council.org.uk email address, however, Councillors have stated a preference to use personal email addresses rather than Cllr identifiable ones. This matter has been **deferred** as one of the processes to be explained and if necessary, actioned by the new Clerk in the New Year.

Standing Orders - A request was received to put a reminder of Standing Orders on the agenda, however the request has been **deferred** as any review will be beneficial to the new Clerk and it can be undertaken in the New Year.

Standards Complaint - The Clerk has received a complaint from Preston City Council's Monitoring Officer, advising that a Councillor has used the Cllr title in a capacity not related to Woodplumpton Parish Council. The complaint is being handled by the City Council however, the Parish Council's complaint policy requires that the Parish Council is made aware of the complaint. The Parish Council will be notified of any sanctions in due course.

16 UPDATE ON THE CLERK VACANCY

The following item relates to applicants applying for a job vacancy and as such, members of the public may be excluded under the Public Bodies Admission to Meetings Act 1960.

Further to MIN 23/24.75 the job role was agreed and advertised by the Councillors processing the vacancy. CVs from interested applicants have been forwarded to the Councillors for shortlisting and a verbal update may be given on the recruitment process.

17 DATES OF FUTURE MEETINGS

Members are requested to note the next meeting will be held on **Monday 15th Jan 2024** in Woodplumpton Primary School.