



WOODPLUMPTON PARISH COUNCIL
MINUTES OF THE REMOTE MEETING
HELD ON MONDAY 21st Sept 2020 by ZOOM

PRESENT

Chairman: Cllr M Greaves

Councillors: B Dalglish M Entwistle P Entwistle
 B Probin M Stewart G Walker S Yates

Public Resident from Whittle Hill

CHAIRMAN'S INTRODUCTION, SOUND CHECK AND VOTING INFORMATION

The Chairman 'hosted' the meeting, welcomed the public and ensured that everyone could be seen and heard. It was confirmed that voting would be by show of hands.

APOLOGIES FOR ABSENCE

There were no apologies for absence.

APPROVAL OF MINUTES of the meeting held on **20th July 2020**.

MIN 20/47 It was confirmed that Public Participation is not intended to be a verbatim account and Members **resolved** that the July Minutes, emailed on the 6th August were a true record.

DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

There were no declarations of interest.

PUBLIC PARTICIPATION

MIN 20/48 it was **resolved** that the meeting be adjourned for public participation.

A resident addressed Members regarding traffic concerns at Whittle Hill. He acknowledged the Parish Council's plans to introduce traffic calming but expressed concerns that traffic levels have increased significantly, possibly due to the change of priority at Broughton crossroads. Amongst the concerns expressed, were that Whittle Hill is 60mph but it has no pavements or street lights and the road condition is poor, partly due to use by HGVs and partly due to a significant increase in traffic which uses the road to 'cut off' the corner before Newsham Hall Lane. In summary it is being used as a 'rat run' putting the lives of residents, pedestrians and cyclists at risk, as evidenced on photographs issued to the Parish Council.

Members agreed that the traffic situation is getting out of hand in the village with residents struggling to exit their drives and cars using the pavements as an extension to the roads. It was also stated that other areas are experiencing similar problems and Members were informed of a serious traffic collision on Rosemary Lane, Bartle which occurred that morning. The Parish Council has repeatedly been advised that work on the traffic calming scheme has been suspended because staff have been redeployed to Covid work – but other TROs have been advertised and traffic calming measures have been installed on Hoyles Lane – so why is Woodplumpton adversely affected?

Members stated that whilst they empathise with the Coronavirus situation in relation to staff being redeployed to different roles, the message regarding what can and can't be done is not clear. For example, 5 LCC staff were seen clearing weeds from a motorway bridge on a Sunday afternoon, but City Council staff are stating that they can't undertake outdoor site inspections.

Given that the above impacts on residents and causes additional work for the Parish Council chasing replies to emails etc, Members requested that the Clerk contact the City and County Councils to clarify the guidance given to staff.

UPDATE ON TRAFFIC CALMING

As stated on the Agenda, Members received a copy of County Cllr Iddon's letter to a resident confirming that the traffic calming scheme has been delayed due to Covid 19.

MIN 20/49 Following on from the comments expressed in public participation, Members **resolved** that the Clerk send a formal letter to County Cllr Iddon, (copied to Ben Wallace MP), stressing that the Parish Council is waiting for LCC to :-

- facilitate a meeting to discuss the concerns outside Catforth School,
- issue a draft works specification so we can consider the standard content
- confirm a date when the TRO can be advertised and
- finalise the costs.

Members remain of the opinion that the above points can be addressed regardless of Covid 19 and request that the points are actioned as soon as possible. If this can't be achieved, Members request a more detailed explanation regarding why other schemes are progressing whilst Woodplumpton's scheme - which is not funded by LCC - is being delayed.

WHITTLE HILL

With regards to the specific concerns at Whittle Hill, Members stated that as LCC have agreed to the closure in principle as part of the traffic calming scheme, the closure should be brought forward on a temporary basis as has been achieved at Bartle Lane. Not only will this help determine any problems with the proposed long-term closure, but it will also provide a safer route to Broughton High School for pedestrians and cyclists who are not using public transport due to concerns regarding Covid 19.

Concerns were expressed that the temporary closure could be a long drawn out process and a second proposal was put forward that existing white lines should be repainted and new lines added down the centre of the road to deter motorists from straying on to the wrong side.

MIN 20/50 It was **resolved** that (subject to the necessary consent) the Clerk should send the photographs to LCC requesting that the road is temporarily closed as it is dangerous for residents, pedestrians and cyclists. A reply will be requested within 2 weeks and if the response is negative, the Clerk will write back to request that white lines are added with immediate effect. It was stressed that if residents continue to raise their concerns with the MP and the local press, the increased momentum may encourage LCC to act on the concerns.

AMBROSE HALL FARM

Further to the July meeting, the Clerk circulated an email from the Environment Agency stating that complainants' details are not forwarded and they are unaware of any equipment that could be installed to monitor the odours. Further enquiries have been made and 2 organisations have confirmed that they can put monitoring equipment in place, however, in order for the tests to be most effective, it would be helpful to assess the historical complaints in relation to the weather conditions and bird cycle to ensure the equipment is installed at the 'right' time.

MIN 20/51 It was **resolved** that the Clerk contact the Environment Agency with the above information and ask them to confirm when the equipment should be installed and if the data can be used to prove that the complaints are valid and if so, will the data lead to the permit being reviewed.

STOCKS AND MOUNTING BLOCK

Cllr Walker's report confirmed that the proposal was to move the mounting block to sit 50cm to the left of the stocks and have it cleaned by a stone mason. The stocks will stay where they are but more advice is needed regarding the left-hand post which is damaged. 4 bollards will be installed approx 75cm away from the assets to protect them from vehicular damage. A free-standing sign (approx 50cm x 30cm) will be erected 50cm to the left of the mounting stone detailing the history of the assets. Members confirmed that

- an illustrative drawing and a scale plan will be required to illustrate the above.
- A further meeting will be required with the stone mason to ascertain how the left-hand post can be renovated and what the costs will be
- Historic England will need to be approached to establish if the renovation works will be appropriate for a listed asset
- A script needs to be written to go on the sign and quotes need to be arranged for the design and erection
- The location of any lighting needs to be confirmed and a quote arranged.

MIN 20/52 It was **resolved** that the above information would be presented to the October meeting so that the full cost of the scheme can be ascertained. Members will then be requested to determine if a planning application should be submitted and if the renovation costs should be deducted from CIL monies.

PARISH INFORMATION BOARDS

At the July meeting, Members agreed in principle to use Shelly signs for the Parish Information boards. A suggested script for the Catforth board was emailed to Members on the 10th August and it was confirmed that Catforth was ready to go ahead with an A1 board. LCC have been approached for permission to erect the board in the layby opposite the Village Hall and they have confirmed they will issue a licence once the final details are confirmed. It was reported that no progress has been made with the Woodplumpton Board. Members agreed that it would be best if both boards were ordered together.

MIN 20/53 It was **resolved** that the Woodplumpton Councillors would confirm the information to be displayed on the Woodplumpton Board. This will be sent to Shelly signs with the Catforth information so an order can be placed. Once the order is confirmed, Members will be required to confirm the costs as a CIL expense and the Clerk will arrange for LCC to issue the licenses.

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).

MIN 20/54 Members **resolved** to approve the delegated representations for August.

In July, Members were informed of a consultation relating to 1,100 homes at Bartle Village to be accessed from the Preston West Distributor road. The planning application has now been submitted and due to the size of the application, Members were requested to consider a reply.

06/2020/0888 The application seeks

1. Full planning permission for a new roundabout junction on Preston Western Relief Road with two spur road accesses off roundabout (east and west stubs), related highway infrastructure, associated works and landscaping; **and**
2. Outline planning permission for residential development up to 1,100 dwellings (Option 1) or reduced residential (approximately by up to 5%) plus primary level school and small scale local facilities (Option 2), access and circulation roads, cycle routes, pedestrian routes, public open space, green space, tree planting, landscaping, necessary infrastructure and associated works on land at Higher Bartle.

The Parish Council considers that Woodplumpton has already taken its fair share of new housing with 5,000 new homes already allocated in the NW Preston area. With this in mind, the Clerk replied to the consultation stating that the area does not need any more housing - it needs facilities, services and employment opportunities to serve the expanding community.

Members considered the planning application and noted that the land can only be developed if the roundabout is approved. Members also noted that the PWDR was debated at length and was subject to a full a public enquiry but a proposal to develop the adjoining land was not submitted at the time. Whilst the proposal to add a roundabout will result in land becoming available for development, the land has not been assessed or marketed through the Local Plan process. **MIN 20/55** As the affected land is in the open countryside, and its suitability in terms of any development has not been assessed through the Local Plan process, Members **resolved** to oppose all the elements of the application.

PLANNING POLICY CONSULTATIONS

The Agenda reminded Members that a Planning Inspector determined that the City Council did not have a 5yr housing supply which meant the Local Plan was considered to be 'out of date' and there was a 'presumption in favour of development'. As a result of this, applications were approved - even though they were contrary to the Local Plan Policies. In July 2018, the Government published a Standard Formula for calculating housing need and following an appeal decision in South Ribble, the City Council started to use the Government's Standard Formula of **241** homes pa to assess housing need which meant applications could be determined in accordance with the Local Plan Policies. In April 2020 the City Council increased that figure to **410** homes pa by signing a Memorandum of Understanding (MOU) with Chorley and South Ribble Councils.

The South Ribble appeal decision has since been quashed at a Judicial Review and developers have challenged the legitimacy of the MOU and in August 2020, Chorley lost an appeal based on the MOU figures. Both circumstances have led the 3 authorities to reflect on the 5yr supply situation.

It is important to note that under the MOU, Preston's housing allocation is more than the Government's standard formula but Chorley's was less – consequently, the City Council considers that they still have a 5-year housing supply - but developers are now lodging appeals to challenge Preston's position.

In addition to the above, the Government has issued 3 consultations proposing radical changes to the Planning system. *Changes to the Current Planning System* details changes to CIL collection and S106 Agreements, *Planning for the Future* proposes a much shorter time frame for the production of Local Plans and proposes that land is classified into growth areas, renewal areas and protected areas. *Transparency and Competition* relates to the provision of more data on land control. The consultations were circulated to Members on the 13th August and the Clerk circulated a suggested response. **MIN 20/56** No additional comments were made and Members **resolved** to submit the Clerk's response.

NEIGHBOURHOOD PLAN AND SUMMER NEWSLETTER

Under **MIN 20/32** of the July meeting, Members resolved to commence the 6 week Regulation 14 consultation of the Neighbourhood Plan which will be promoted in the Parish Newsletter. The Clerk has organised hard copies of the Plan and has written the pre-consultation submission statement. **MIN 20/57** Members **resolved** to approve the content of the Newsletter and following a suggestion to include the businesses at Rosemary Lane, Members **resolved** to approve the consultee list detailed on the pre-submission document. The consultation will run from the 5th Oct to the 13th November.

WEBSITE ACCESSIBILITY STATEMENT

At the June 2020 meeting, Members were informed that in order to meet the Public Sector Bodies (Website and Mobile Applications) Accessibility Regulations 2018, the Parish Council website needed to be upgraded to meet the Website Content Accessibility Guidelines (WCAG) 2.1 AA rating. Members were informed that the update was completed in August.

MIN 20/58 Members **resolved** to approve the Accessibility Statement and pay the invoice.

COMMUNICATIONS POLICY

When considering the upgrade to the website, Members noted that it is preferable for Councillors to use a Councillor email address rather than a private email address. In addition, the Council should have a Communications Policy clearly stating that the Council's email address must be copied in to any correspondence issued by Councillors. Whilst the Parish council does not use Social Media as a form of communication, as a Member of the Standards Committee, Cllr P Entwistle informed Members that the City Council will shortly be issuing some guidance in relation to Social Media posts. **MIN 20/59** Members **resolved** to approve the Communications Policy.

ZERO TOLERANCE POLICY

At the July meeting, it was resolved to draft an anti-bullying / harassment policy which details how the Council and its representatives will respond to nuisance, aggressive or intimidating contact with the public. **MIN 20/60** Members **resolved** to adopt the Zero Tolerance Policy.

EXTERNAL AUDIT REPORT 2019 / 20

Members noted that the external audit had been completed with no issues raised. In accordance with the Accounts and Audit Regulations 2015 (SI 2015/234), the Notice of Conclusion of Audit and the Certified Agar have been added to the Notice Boards and Website. **MIN 20/61** Members **resolved** to approve the 'Notice of conclusion of audit' and to pay the invoice.

FINANCIAL STATEMENT

Members confirmed that the accounts and bank statements had been emailed and reconciled.

ACCOUNTS FOR PAYMENT

MIN 20/62 Members **resolved** to approve the following invoices already paid in accordance with Standing Order 2020 15 (xii)

DETAILS	PAYEE	AMOUNT	REF
Lengthsman invoice 13 – 16 & Postcrete	Mr B Hill	£768.00	39
Clerk's Aug salary	Mrs J Buttle	£1134.58	40
PAYE	HMRC	£92.60	41

Employer N Ins	HMRC	£72.45	42
Lengthsman Invoice 17 - 20	Mr B Hill	£750.00	43

MIN 20/63 Members noted the 2.75% inflationary increase to the Clerks Salary (which is backdated to the 1st April) and **resolved** that the calculation submitted with the Agenda was correct. As a result of the change, Members also noted that pension payments would increase from £52.15 to £54.00.

MIN 20/64 Members **resolved** to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Aug salary including back pay	Mrs J Buttle	£1274.75
PAYE	HMRC	£158.67
Employer N Ins	HMRC	£101.05
External Audit	PKF Littlejohn	£480.00
Upgrade of the website	Easywebsites	£360.00
Lengthsman Invoice 21 - 24	Mr B Hill	£750.00

CORRESPONDENCE

Members **noted** the following correspondence / actions taken since the July meeting.

- a) The service manager's reply regarding Hope House was sent to all Members on **20th August**. No further action was proposed. Residents remain unhappy that the property is a home for vulnerable youngsters but as they are operating in line with guidelines, there is little more that can be done. Residents have reported a parked car on Moss Lane which allegedly belongs to a staff member but again, there are no regulations preventing cars from parking on the highway. If the car is causing an obstruction or is parked on a private verge, residents have been advised that a polite notice can be attached to the windscreen.
- b) A resident expressed concern regarding anti-social behaviour allegedly from one of the affordable homes on the Redrow estate and they have queried whether the homes are being let in accordance with the affordable occupancy conditions. The Clerk contacted Together Homes who replied that all rented properties are advertised and let via the City Council's Lettings system called Selectmove. For shared homes, each homeowner needs approval from Help to Buy and their supporting evidence is checked by Together Homes. The resident was requested to contact Together Homes regarding the anti-social concerns.
- c) A resident has expressed concern at the speed of vehicles using Whinnyfield Lane which is also a PROW. The Clerk has logged the concern with LCC and has requested some 'share with care' signs. A second resident has requested that the footpath fingerpost is reinstalled and this has been referred to the Lengthsman.
- d) A neighbour dispute has occurred regarding an access at Moorside Lane. This has been referred to the police
- e) An unauthorised stable and menage are being constructed at Roots Lane. The matter has been referred to the Enforcement Officer under reference Ref E/2020/00151 and a letter has been sent to the landowner.
- f) Members noted that the Clerk has enrolled on a free training session regarding 'Lifting the Lockdown and Restoring Normality for Local Councils'.
- g) The Clerk was requested to inform the electricity board that the Woodplumpton Substation is still not securely enclosed.
- h) Cllr Greaves stated that plans were being discussed for the fete to go ahead on the 12th Dec.

DATE OF NEXT MEETING

The next meeting of the Parish Council will be **Monday 19th Oct 2020 at 7.00pm.**