



WOODPLUMPTON PARISH COUNCIL

REMOTE MEETING AGENDA

Monday 25th Jan 2021 7.00pm

The meeting will take place by ZOOM using the link below

<https://us02web.zoom.us/j/87099563964?pwd=bER6ZnFtS1BiQzIVRWZuSmx6elpzd09>

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 16th Nov 2020.

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). Members are also requested to refer to the email update issued on the 21st Dec.

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)

Members are required to request a written dispensation to set the 2021/22 precept (agenda item 26) by signing and returning the dispensation form prior to the meeting.

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**

A resident has requested to attend in relation to Whittle Hill and the traffic calming situation. Updates are itemised in the Agenda item below.

6. UPDATE ON TRAFFIC CALMING

Following the September meeting, the Clerk wrote to Cllr Iddon and Ben Wallace MP listing 4 points which could be actioned regardless of Covid 19. The letter also requested that Whittle Hill be temporarily closed. The points were that LCC

- 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.

Cllr Iddon's reply of the 16th Oct was considered at the 19th Oct meeting. The reply stated that *the traffic calming scheme remains part of LCC's current work programme and officers have been asked to determine a provisional timetable to address the points raised and provide an indication of when they will be in a position to commence the works.* With regards to the closure of Whittle Hill, the letter stated that the road cannot be closed without a turning head.

The Clerk asked if the white centre lines could be reinstated to address the safety concerns evidenced by the submitted photographs. His reply of the 3rd Nov confirmed this would be done.

At the 16th Nov meeting, Members were informed that LCC officers had facilitated a meeting to discuss the concerns outside Catforth School, but none of the other points had been actioned.

The Clerk sent an official complaint to the Chief Executive requesting that the remaining points be answered in full by the 18th January. Cllr Iddon replied on the 18th December stating that

- *Covid has resulted in a backlog of paused work with competing priorities*
- *Additional land is required at Whittle Hill and dialogue with the land owner has resumed*
- *Officers are currently engaged in drafting a Legal Agreement to provide for the delivery and payment of the works the cost of which will be forwarded with the agreement.*

This agreement will be provided by the end of January and once agreed, the orders will be progressed with a view to commencing work in early Autumn.

His letter also explains that the surface patching could go ahead because the process for the TROs is different. Surface patching is 'temporary' in nature but the traffic calming requires a 'permanent' TRO requiring a consultation period and cabinet approval. His letter concludes that *officers will contact the Parish Council in the New Year to pick up this activity* - but as this has not happened, the Clerk has contacted officers to request an update.

In between Christmas and New Year, the Chairman received a complaint regarding the patching works which asks LCC to *stop playing about with the potholes and get on with the Traffic Calming Scheme*. The Clerk asked Cllr Iddon to respond. His reply explains how roads are prioritised for patching works and concludes *A prioritised list of schemes will be presented to Cabinet for approval in March. Following this, we will know which schemes will be delivered in 2021/22.*

The final sentence appears to contradict the comments in his letter dated the 18th Dec. In that letter he states *the orders will be progressed with a view to commencing work in early Autumn* – yet in his latest reply, he states *Cabinet will prioritise the 2021/22 schemes in March.*

Members are requested to consider the replies and agree a date for an extra-ordinary meeting to discuss the Legal Agreement – assuming it is provided by the end of January.

7. THE ORCHARD – BOLLARDS

The Parish Lengthsman has forwarded photographs to show the damage caused by lorries turning into The Orchard. **Members are requested to consider the problem and determine if bollards should be requested now or as part of the traffic calming proposals.**

8. FLOODING ISSUES

As advised on the Dec update, Parish Councils can no longer contact individual officers about flooding concerns. An email has to be sent to highwaysdistrictlead. Concerns have been lodged with the Parish Champion and the Director of Highways to no avail and complaints are still being received regarding flooding on Mill Lane, Square Lane and Moss Lane, Catforth. The latest exchange refers to a surface water grid not shown on LCC's online system. The emails have been forwarded to highwaysdistrictlead and County Cllr Wilkins but Members are requested to note that the situation is far from satisfactory.

A reply has also been received regarding flooding at Rapley Lane / Carrs Common.

A site meeting took place and works were carried out including installation of new gullies and non-return valves on the two outfalls, jetting and repair of the drainage system in Rapley Lane. The system was working normally following these works. However, during heavy rainfall events the non-return valves close due to the volume and speed of the water flows in New Mill Brook. This causes surcharging of the surface water system. Unfortunately, there will always be a problem draining the highway surface water in these circumstances.

The next Making Space for Water meeting has not yet been programmed, but I can confirm that Catforth will be on the agenda. The agenda and minutes are only circulated to the authorities and utilities who attend the meeting.

Members are requested to consider if any more can be done.

9. LITTER / FLY TIPPING PROBLEMS

The Parish Lengthsman and local residents have reported an increase in fly tipping and litter – particularly from branded takeaway outlets. The situation has not been helped by the removal of a litter bin at Rosemary Lane which has been reported to the City Council. Incidents can be reported on this link. <https://selfservice.preston.gov.uk/service/forms/grotspot.aspx> Providing a photograph and the exact location will ensure a prompt response. If more incidents are reported in this way, it should lead to an increase in cleansing patrols. The link will be published on the website and in the next Newsletter but **Members are requested to consider if any more can be done – especially by the takeaway providers.**

10. PARISH INFORMATION BOARDS

In accordance with **MIN 20/53**, Cllr P Entwisle emailed a final draft of the Catforth information board on the 12th Jan. **Members are requested to confirm a) that they are happy for the Catforth order to be processed and b) provide an update on the Woodplumpton board content.**

11. PLANNING APPLICATIONS BEFORE COUNCIL

a) 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). Representations for December were emailed with the December update. **Members are requested to note the representations for January as detailed in appendix A.** Applications can be viewed at www.preston.gov.uk

b) As the following applications are not routine, Members are requested to confirm their response to Planning. A summary of the proposals is included on the delegated list.

06/2020/0888 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 OR reduced residential (approximately by up to 5%) plus primary level school and small scale local facilities, access and circulation roads, cycle routes, pedestrian routes, public open space, green space, tree planting, landscaping, necessary infrastructure and associated works on land at Bartle Village – **revised consultation.**

06/2020/1344 Hybrid Planning Application comprising of: 1. Outline planning application for up to 195no. dwellings seeking approval for access from Bartle Lane only (all other matters reserved); and 2. Full planning application for 56no. dwellings (Phase 1) on land south of Bartle Lane, Lower Bartle, Preston.

06/2020/1421 Outline application up to 500 dwellings; a local centre (comprising Use Class E and Sui Generis); provision of public open space and associated recreation facilities; the laying out of roads, cycleways and footpaths (with connections to and from the approved East-West Link Road); construction of drainage infrastructure; hard and soft landscaping; and, other associated works (access applied for only) on land north of Maxy Lane, and to the east of Sandy Lane and Tabley Lane, Higher Bartle, Preston.

The above application by Bloor Homes and Taylor Wimpey includes provision for a local centre, however as advised on the 12th Jan, an application for a local centre including retirement homes, medical centre, Class E units, family pub and hotel was recently approved off Sandy Lane under application **06/2020/0966**. As a result of this approval, Taylor Wimpey have emailed to establish the Parish Council's view in relation to the approval, and any ongoing need for more 'local centre' uses. **Members are requested to comment on this specific point.**

12. FINANCIAL STATEMENT

Members are required to approve the following invoices already paid in accordance with Standing Order 2020 15 (xii) and **note** that the December bank statements have been reconciled with the accounts.

DETAILS	PAYEE	AMOUNT	REF
DEFIB electric circuit	P Entwistle	£26.47	73
Dec salary	Mrs J Buttle	£1157.13	75
PAYE	HMRC	£103.54	76
Employer N Ins	HMRC	£77.21	77
Lengthsman 33-36	B Hill	£750.00	78

13. REVIEW OF 3rd QUARTER ACCOUNTS 20120 / 2021

Members are requested to consider progress against budgeted items following the completion of the 3rd Quarter April – December.

At the November meeting, Members resolved to use the £1,500 Fete money to purchase 2 Nwas billboards for the primary schools, however neither school has replied to say the billboards would be welcomed. A reminder email has been sent.

Members are also requested to note that there is a surplus in the Newsletter budget. This will be used to offset the cost of the Neighbourhood plan – see agenda item 18.

The balance in the Asset budget can be used for the replacement DEFIB box – see Agenda item 15.

Members are requested to note that the CIL transfer to the CCLA approved under MIN 20/89 has not taken place as the account forms need signing. This will be actioned in January.

14. SLCC MEMBERSHIP

Members are requested to renew the Clerk's membership to the Society of Local Council Clerks. As the Clerk works for 2 Parishes it is proposed that the membership cost of £208 is shared by both Parishes at £104 each. This amount does not include a subscription to the Union element of the Society.

15. DEFIB DEVICES

Both DEFIB devices are covered by a 7-year guarantee which does not include the external box. Unfortunately, problems are being experienced with the Catforth box and a replacement box is recommended. Initial research shows this is likely to be **£495. Members are requested to confirm the purchase of a new box using the surplus money in the asset budget.**

Members may also recall applying for an additional device at Cottam Post Office but as demand exceeded the supply, the request was unsuccessful. **Members are requested to consider if another device is required. The purchase may be funded from the 2021/22 budget.**

16. 2021/ 22 BUDGET AND PRECEPT SUBMISSION

Under **MIN 20/88** Members considered the DRAFT budget which included variances, new projects and items requiring renewal or repair. Members noted that the draft budget had a deficit of £4,155 but as the Parish Council has more residents to support, Members felt the Precept should be increased accordingly. Members are requested to NOTE that another contractor has been recommended to 'grub out' the hedge bottoms / widen the pavements as they have a purpose-built machine. They have been approached for a quote.

Members are requested to consider the final Budget and approve the Precept at £37,455.

17. ACCOUNTS FOR PAYMENT

Members are requested to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Oct – Dec expenses	Mrs J Buttle	£39.45
Jan salary	Mrs J Buttle	£1157.13
PAYE	HMRC	£103.54
Employer N Ins	HMRC	£77.21
Lengthsman	B Hill	£750.00
Bird Seed	B Hill	£4.99

18. NEIGHBOURHOOD PLAN

As advised on the December update, a Consultation Statement is required for the Neighbourhood Plan. This is more complex than the pre-submission statement as it is an important statutory requirement to show how the consultation replies have been dealt with. The Statement will run into many pages and the consultant's invoice is £4,725.

In the long term this can be financed by a grant but in the short term, it can be financed from unused funds in the 2018/19 budget and funds in the Newsletter budget. Obviously, the Consultation Statement is required before the NHP can be submitted to the Planning Inspector. **Members are requested to approve payment of the Invoice.**

19. UPDATE ON ONGOING MATTERS

Due to the complexity of items on the Agenda and the requirement to set the 2022 Precept, the Clerk has provided an update on ongoing issues. Members are requested to briefly consider the proposed action and advise if the items should be added to the February Agenda.

a) POLICE PRESENCE IN THE PARISH

Neither the Chief Constable or the Police Crime Commissioner have replied to the Clerk's letter issued under **MIN 20/66** however, as advised on the 8th Jan, Sgt Lovick has confirmed that he will attend face to face meetings on a quarterly basis to discuss crime figures and incidents in the Parish. Incidents at Catforth were reported to him and by return, he requested that officers show an increased presence in the area and additional patrol cars have been observed.

Proposed Action – Keep Sgt Lovick informed of any concerns and invite him to a Parish Council meeting once they are resumed.

b) AMBROSE HALL FARM

As advised on the Dec update, the Environment Agency stated that a meeting would take place with their Area Manager in the New Year.

The Clerk requested feedback and was advised that the meeting had not taken place due to some internal team changes and the Covid-19 restrictions, however a Zoom meeting will be arranged by the end of the month.

Proposed Action – request another update at the beginning of February and add the reply to the February Agenda.

c) STOCKS AND MOUNTING BLOCK

This item is currently on hold until Members confirm that the following actions have been completed

- add the information to the scale plan and meet with the stone mason regarding the left-hand post – and seek advice / quote for stone bollards
- send the drawing and scale plan to Historic England to ask if the steps can be moved and if they have any advice regarding the post
- agree the script to go on the sign and arrange quotes for the design and erection
- confirm if lighting is required, where it should go and arrange a quote.

Proposed Action – Members to confirm the above items and advise when they are ready for the matter to be placed on an Agenda.

20. DATE OF NEXT MEETING

The next meeting will be on **Monday 15th February 2021 at 7.00pm.**