

## WOODPLUMPTON PARISH COUNCIL

### MINUTES OF THE MEETING HELD AT WOODPLUMPTON PARISH ROOMS, REAR OF ST ANNE'S CHURCH, WOODPLUMPTON

on MONDAY 24<sup>th</sup> APRIL 2017 at 7.00pm.

**PRESENT:** Chairman Cllr P Entwistle  
Councillors B Dalglish M Entwistle  
M Greaves S Morgan  
S Yates

7 members of the public

**146. APOLOGIES** Cllr B Probin, Cllr M Stewart

**147. APPROVAL OF THE MINUTES of the meeting held on 20<sup>th</sup> March 2017**

It was **resolved** that the Minutes be signed as a true record.

**148. TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS**

Cllr S Yates declared a pecuniary interest in the CIL monies to the Village Hall as she is a member of the Village Hall Management Committee.

Cllrs M & P Entwistle declared that they had a personal interest in the application to convert the Methodist Chapel at Catforth **06/2017/0269** as they knew the applicant.

**149. PUBLIC PARTICIPATION**

It was **resolved** that the meeting be adjourned for public participation.

A resident raised concerns about the volume and speed of traffic travelling through Woodplumpton village. He had heard that plans had been drawn up to improve the situation and wished to know what was planned and when they will be implemented. Concerns were also expressed regarding damaged manholes and drain covers due to the weight and volume of traffic.

It was explained that the Parish Council is planning to use CIL monies to improve the traffic situation in both Woodplumpton and Catforth. LCC have produced some plans which include tree planting, wider verges and different road textures – but the Parish Council would like to see junction tables and engineering works to discourage traffic coming through the village. LCC have been asked to attend another meeting to discuss how the Parish Council's ideas can be taken forward. The Clerk suggested that residents also contact LCC with their concerns and request that LCC attend a meeting with the Parish Council who are trying to address the issues.

Mr Smith addressed the Council regarding the proposed E-W link road and the volume of traffic that will use Tabley Lane.

The Transport and Access section of the publication version of the NW Preston Masterplan (SPD2) states - *Without mitigation, traffic generated by the new development would increase pressure on several, existing residential areas and country lanes including Bartle Lane, Hoyles Lane, Lightfoot Lane and Tabley Lane. Due to the sensitivity of such areas to major increases in traffic, several mitigation measures are proposed. These include **adopting the main north-south route using Sandy Lane with appropriate road width and footpath improvements and new design, signage and traffic calming measures along Tabley Lane.***

Mr Smith stated that the inclusion of traffic lights at the junction of the E-W link road and Tabley Lane, will make it easier for traffic to turn off the E-W link road and use Tabley Lane to travel south to access the Guild Merchant roundabout which provides exits to all routes in and out of Preston. He circulated traffic analysis sheets to illustrate that significantly more traffic is predicted to use Tabley Lane in 2034 rather than Sandy Lane. He also pointed out that Tabley Lane is a narrow country lane only suitable for vehicles under 7.5T. Mr Smith stated that the use of Tabley Lane would create traffic hazards for residents trying to access their homes and the emissions and noise would have an adverse effect on the safety, health and amenity of local residents.

He suggested that the removal of the signalised junction at Tabley Lane would encourage traffic to turn off the E-W link road at Sandy Lane (the preferred route in the NW Preston masterplan) and suggested that Tabley Lane should be closed south of the E-W link road.

Mr Smith was thanked for presenting his observations and concerns. It was stated that it was considered unlikely that LCC would agree to the closure of Tabley Lane but it was acknowledged that the section of the E-W road between Tabley Lane and Sandy Lane is critical to the reduction in traffic using Tabley Lane. A discussion took place on the likelihood of the E-W link road being built and the difficulties associated with developers building the road in phases and it was confirmed that these questions would be raised by the Parish Council at the Stakeholder meeting on the 30<sup>th</sup> May.

Mr Hill the new Parish Lengthsman stated that grass cutting had commenced and he had made a start spraying the weeds affecting the width of pavements. In reply to a query, it was stated that he would probably be working in the Parish on Mon, Thurs or Friday but the times would be flexible depending on the weather. A Parish Councillor requested that the grass strip by the Running Pump was widened. It was explained that this could be done but as a narrow strip has been mown, it will take a while to pull it back into shape. Mr Hill stated that he planned to paint the bench ends and planters throughout the villages but it was stated that the ones in Catforth were tanalised and did not need doing. It was agreed that the Clerk would circulate contact details so that Mr Hill could contact the councillors and vice versa.

The ownership and servicing of the mowers was questioned and this will be clarified and checked by the Clerk. It was confirmed that the City Council have been contacted about the fly tipping near The Priory motorway bridge but they won't remove it as it is on private land. Attempts will be made to contact the landowner.

Concerns were expressed that the red telephone boxes had been removed despite an appeal by the Parish Council to have the equipment retained. This will be investigated by the Clerk. It was also stated that the post box on Tabley Lane had been removed and again this will be checked and followed up by the Clerk.

It was **resolved** that the meeting be reconvened.

#### **150. NW PRESTON DEVELOPMENT**

**LCC/16/0045** Preston West Distributor Road and East – West Link Road.

This application should have been determined in September 2016 but LCC have issued a revised consultation with a closing date of the 5<sup>th</sup> May.

Members reflected on the discussions during public participation and **resolved** to respond to the application by confirming the Parish Council's view that the roads are essential to the development of NW Preston and should be built in their entirety as soon as possible. Reference will be made to the Parish Council's comments that Sandy Lane should be the preferred route for North – South traffic as the road can be widened and the footways improved in accordance with the NW Preston masterplan. In addition, to ensure the new roads are accessed and used to their full potential, the Parish Council would like to see a much clearer indication of how LCC intends to encourage traffic to use the new roads. The Parish Council would like to see plans to install traffic calming measures such as raised platforms and reduced speed limits to deter traffic from using existing side roads.

Members were informed that the NW Preston Community liaison group would meet on Tuesday 30<sup>th</sup> May at 6.00pm in Room A at the Town Hall and this would be an ideal opportunity to ask for updates regarding the financing and completion of the roads as well as asking to see plans for the wider area. Cllr Morgan and Cllr Greaves stated they would try to attend.

#### **151. PROVISION OF SCHOOL PLACES**

Members were informed that the County Council is seeking views on the draft School Place Provision Strategy 2017/18 to 2019/20. Members **resolved** to reply by stating that 5,000 new homes are planned in NW Preston and although the adopted master plan states there will be 2 primary schools and 1 secondary school, the plan does not give any indication of when the schools will be built.

If 5,000 homes are to generate 2 primary schools, it is logical to assume that 2,500 homes will generate one school and as that many homes have already been approved and are being built, the Parish Council requests clarity regarding when the new schools will be commenced. Furthermore it is understood that several developers have paid S106 contributions towards school places in addition to CIL monies. The Parish Council wishes to know how much money LCC is holding in financial contributions for school places and will the total influence the timing of when the schools will be built?

## 152. PLANNING APPLICATIONS

**Note** - Members are advised prior to the meeting that planning applications can be viewed at [www.preston.gov.uk](http://www.preston.gov.uk)

**06/2017/0081** 1no. dwelling following demolition of outbuildings on land adjacent Thirlmere, Blackleach Lane, Bartle. Members **resolved** to leave to planning as the application is on the site of former buildings.

**06/2017/0143** Two storey side extension (incorporating balcony), single storey rear extension following demolition of extension and outbuilding, demolition of front porch and alterations to elevations, two dormers to rear of Lower Hill House Farm, Eaves Lane, Preston. Members **resolved** to leave to planning.

**06/2017/0214** Erection of 3no detached dwellings at Lingala, Lightfoot Green Lane. Members noted the site was in the NW Preston strategic location and **resolved** to leave to planning.

**06/2017/0269** Change of use from Methodist Chapel (Class D1) to dwelling (Class C3), following demolition of rear extensions and alterations and formation of windows at Old Methodist Chapel, Chapel Lane, Catforth.

Members noted that the church rooms were converted into a butchery business but as the Chapel has not been used since 2006, the applicant intends to convert the Chapel into a dwelling. Members noted that the applicant intends to retain the original chapel design and as the conversion will prevent the building falling into disrepair, Members **resolved** to leave to planning.

**06/2017/0337** Two storey rear extension at Moorside Villa, Moorside Lane, Woodplumpton. Members noted that a previous application had been refused as the alterations would increase the original property size by more than 50% which is contrary to SPD 3 Rural Development. The applicant has submitted revised plans which reduce the length and width of the proposed extension. Members **resolved** to leave to planning.

**06/2017/0364** 1no. dwelling and detached garage on land west of Maxy House Farm, Sandy Lane. Members noted that the application involved repositioning a garage at plot 216 to allow a new dwelling and garage to be constructed within the confines of the development already approved. Members **resolved** to leave to planning.

**06/2017/0366** Reserved matters application (namely appearance, landscaping, layout and scale) pursuant to outline planning permission 06/2016/0291 for 217 dwellings on land to north of Maxy House Farm, Sandy Lane, Preston.

Members noted that the site is within the NW Preston development area and the site has outline approval. However, when considering the outline application, County Highways objected to the application on the basis that the development would rely upon an access to be made to the, as yet unapproved East West Link Road.

Despite the objection, the application was approved because the developer was prepared to enter into a S106 agreement to fund part of the E-W link road.

Members expressed concern that the E-W link road is still not approved, and even if the applicant builds the section covered by the application, it will be a 'road to nowhere' until the E-W link is continued to the west. This will result in the majority of traffic exiting on to Sandy Lane. Concerns were also expressed that there will only be a short distance between the proposed access and the signalised junction with Sandy Lane which could cause an unnecessary blockage on the E-W link road as traffic attempts to turn into the estate.

Members **resolved** to object to the application on the basis that the E-W link road has not been approved and it is unclear how and when connecting sections of the E-W link will be built. Until that clarity exists, traffic will use country lanes which are not of a specification to cope with the additional traffic.

**06/2016/1194** Members noted that an appeal has been lodged regarding the refusal of 2no. dwellings at Whinneyfield Farm, Whinneyfield Lane, Preston. Members recalled that following the refusal of the application, the applicants gave a presentation to the Parish Council justifying the need for the dwellings. Members **resolved** to respond to the appeal highlighting the information presented to the February meeting.

Members noted that the City Council has requested suggestions for naming the new housing development at Sandyforth Lane. The naming criteria will be circulated and any suggestions will be emailed to the Clerk.

**153. END OF YEAR FINANCIAL STATEMENT 2016 / 2017**

The Chairman confirmed that the accounts and bank statements reconciled.

**154. ANNUAL RETURN 2016 / 2017**

The Clerk presented the end of year financial report which included a statement of balances and confirmation that a P60 has been produced in accordance with HMRC requirements. Members **resolved** to approve Section 1 (Annual Governance Statement) and Section 2 (Statement of Accounts) and authorised the Chairman and RFO to sign the document. Members noted that the Parish Council has been included in a 5% random sample for a full intermediate audit review.

**155. RENEWAL OF LALC MEMBERSHIP 2017/18**

Members **resolved** to renew LALC membership at a cost of £344.51 which includes a contribution to the Area Secretary's service to the Preston Area Committee. Members **noted** the Spring Conference will be held on 14<sup>th</sup> May at Leyland Hotel 10.00 – 4.15pm.

**156. RENEWAL OF CPRE MEMBERSHIP 2017/18**

Members **resolved** to renew membership to the CPRE at a cost of £36.00

**157. RENEWAL OF DATA PROTECTION REGISTRATION**

Members **resolved** to renew the Data Protection at a cost of £35.00.

**158. WOODPLUMPTON COMMUNITY FETE**

When agreeing the 2017 / 2018 budget, Members set aside £1,500 for the Woodplumpton community fete. Members noted that the fete will not take place until September but as the funds are required to secure licenses and purchases before the event, Members **resolved** to release the funding of £1,500.

**159. ACCOUNTS FOR PAYMENT**

- a) Members **noted** that £11.29 (Pension) and £24 (website) are already authorised and are deducted monthly by **Direct Debit**.
- b) Members have already approved the contractor for the works on the memorial and **resolved** to release a deposit of £3,900.
- c) Members **noted** that the Clerk's Salary has been processed in accordance with the HMRC coding notice for 2017/2018.

Members **resolved** to approve the following accounts for payment

Clerk's April Salary	£1004.36	BACS
HMRC Employee PAYE	£104.00	CQ 1203
Employer N Ins	TBA new tax year	
Woodplumpton Fete	£1500	CQ1 204
War memorial deposit	£3,900	BACS
Church bin collection	£125.00 MIN 127	CQ 1205
Village Hall bin collection	£90.00 MIN 142	CQ 1206

Community Garden	£1,500	CQ1207
LALC Membership	£344.51	CQ 1208
CPRE Membership	£36.00	CQ1209
Data Protection renewal	£35.00	BACS

**160. NEW LENGTHSMAN'S CONTRACT**

Members **noted** that the Clerk has met with the new lengthsman and has been through the scope of works and requirements for the role. Public liability insurance is in place but a permit for the recycling centre is yet to be processed as the vehicle details are not yet known. Members **resolved** that the contract be signed by the Chairman.

**161. COMMUNITY GARDEN MAINTENANCE**

In accordance with the budget for 2017/18, Members **resolved** to transfer £1,500 to cover the maintenance costs of the Community Garden Account.

**162. PROW RENEWAL OF DELIVERY SCHEME**

Members noted the difficulties in completing the 16/17 PROW return but **resolved** to stay in the scheme as additional hours are being worked by the lengthsman. A copy of the 17/18 form will be emailed to the lengthsman for completion throughout the year.

**163. UPDATE ON CIL ITEMS**

At the March meeting, Members received an end of year financial report and a full update / business plan on all CIL items. Members noted the following updates.

- **Highways** – LCC were informed of the Council's comments regarding the plans for Woodplumpton on the 16<sup>th</sup> November. Plans for Catforth were received after the November meeting and were discussed in January. Attempts to arrange another meeting with LCC have been unsuccessful. As there was some confusion regarding who would be responsible for processing the Parish Council's requirements, Members **resolved** that the Clerk would send an email to the hierarchy of officers at LCC detailing the Parish Council's requirements and the difficulties in progressing the matter. The email will request a meeting with whoever can deliver what the Parish Council requires - rather than what LCC wants to deliver.
- **Play Area** – At the March meeting, Members were informed that the City Council did not order the play area and the order has been placed by the Clerk. The City Council has stated the licenses are in place and work should start on the 8<sup>th</sup> May.
- **Green space** – We are still waiting for the City Council to provide further details regarding how the administration of the green space will be managed following their budget announcement that Parishes will be required to pay £50,000. Members have been copied in to the Clerk's reply to a resident regarding parking concerns at The Orchard. The reply confirms that LCC and PCC have stated they will not provide parking spaces for residents.
- **War memorial** – As the deposit was approved under MIN 159c, works should commence shortly.
- **Catforth Village Hall** – A quote for improvements to the Village Hall entrance (including improvements around the memorial stones and flagpole) was presented to the meeting. Members discussed the work and noted that the committee were requesting the full amount as the Village Hall has recently incurred heavy expenditure. As the quote included prices with and without VAT, the Clerk clarified that any amount awarded would be a donation and the Village Hall committee would be responsible for project managing the works and claiming back the VAT etc. As Cllr Yates had declared a pecuniary interest she left the room whilst the discussion took place. The Clerk advised that Members could not make a decision on the scheme as full details including drawings and itemised costs should be circulated with the agenda so that the public also have the opportunity to comment or look at the plans particularly in view of the cost involved. Members felt that other fundraising opportunities should be explored but **resolved** to support the principle of the improvements.

Cllr Yates re-joined the meeting and was advised of the resolution and the need for itemised quotes and full details of the scheme before any financial decisions can be taken.

- **Defibrillator** – Residents have expressed an interest in the awareness training sessions and Members agreed to look at room availability on the first 3 Saturdays in June which will allow time for the meetings to be advertised in the summer newsletter.

#### **164. NEIGHBOURHOOD PLANNING**

Members considered the various steps involved in putting together a neighbourhood plan and the Clerk stated that she had made contact with 2 people who may be able to assist with the process. Members **resolved** to invite the 2 contacts to a working group meeting to discuss the process further, how they can help and whether the Parish Plan can be used as a starting point. Members expressed a preference for both representatives to attend the same meeting. Members also **resolved** that the Council becomes a member of Community Futures so that they benefit from an exchange with other local parishes. The likely fee is £30.

#### **165. DATE OF NEXT MEETING**

The next meeting of the Parish Council is the Annual Parish Council Meeting on **Monday 15th May 2017**. This meeting will be preceded by the Annual Parish Meeting scheduled for 7.00pm in Woodplumpton Parish Rooms. In accordance with established practices County and City Councillors, local police and schools will be invited to present an annual report and a representative from the Air Ambulance has also been invited following MIN 125.

#### **COMMUNITY GARDEN TRUSTEE MEETING**

As Trustees of the Community Garden, it was decided to continue with the current maintenance arrangements.