

**WOODPLUMPTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD AT**  
**CATFORTH PRIMARY SCHOOL, SCHOOL LANE, CATFORTH**  
**on MONDAY 25<sup>th</sup> APRIL 2016 at 7.00pm.**

**163 PRESENT:** Chairman Cllr S Morgan  
Councillors M Greaves M Stewart  
M Entwistle S Yates

4 members of the public.

**164 APOLOGIES** B Dalglish, B Probin, P Entwistle

**165 APPROVAL OF THE MINUTES** of the meeting on the on 21<sup>st</sup> March 2016.  
It was **resolved** that the Minutes be signed as a true record.

**166 TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS**  
Cllr Greaves declared a personal and prejudicial interest in the release of funds to the Community fete as he is a member of the action group organising the event.

**167 PUBLIC PARTICIPATION**

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

An objection was raised to application **06/2016/0291** for 230 homes in NW Preston on the grounds that there are now 11 sites south of the motorway, developers are struggling to sell the existing houses and there is not a need for more new homes.

It was stated that the diversion arrangements for the closure of Nog Tow were extremely poor and the Hoyles Lane junction is now dangerous because the 'stop' markings have not been repainted on the road. It was also stated that the push button facility on the traffic lights is at eye level and obscures the view of traffic as cars look to emerge from the junction. The Clerk will inform Highways of the comments.

The Clerk was asked to check why no notification has been received regarding the resurfacing of Moorside Lane on the 29<sup>th</sup> April – 9<sup>th</sup> May.

It was stated that a covenant restricting residential use is attached to the former church on Moorside Lane. This will be followed up under the application **06/2016/0275**.

In response to a query, the Clerk stated that to the best of the Parish Council's knowledge, the City Council has not applied for funding for a new Traveller site and no progress has been made regarding the continued use of the site on Rosemay Lane.

In relation to the Parish Lengthsman's role, the Lengthsman confirmed that he will be able to increase to 2 days a week from the 1<sup>st</sup> week of July but it should be noted that it may not be possible to complete 2 days during the winter due to unseasonable weather. It was also stated that the Council would need to identify additional tasks and projects to be completed on a regular basis.

It was **resolved** that the meeting be reconvened and that item 15 relating to the Lengthsman's contract be brought forward.

**168 RENEWAL OF LENGTHSMAN'S CONTRACT**

Members considered the information supplied by the Parish Lengthsman and recapped on the information discussed at the last meeting. Members **resolved** to increase the role to **15hrs** from July 2016. The Clerk will draw up a new contract to this effect. Work will be completed in accordance with the job specification and additional tasks will be identified in Catforth by Cllr M Entwistle and Cllr S Yates and in Woodplumpton by Cllr B Probin and Cllr M Stewart. Timesheets must be completed on a weekly basis and submitted to the Clerk. These will be forwarded to the Councillors so they are aware of the tasks completed. Where possible, Councillors will periodically assess the work undertaken and provide feedback to the Lengthsman.

## 169 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)

**06/2016/0248** Substitution of house types on 15 plots on land north of Hoyles Lane and East of Sidgreaves Lane by Morris Homes Ltd.

Members noted this is a retrospective application as development has commenced in accordance with the unapproved plans as advised by the Clerk on the 1<sup>st</sup> April.

It was **resolved** that Cllr Morgan would send a letter to Planning expressing the Parish Council's dismay that the City Council is not taking any action to remedy the situation. In terms of the application, Members noted that alterations were proposed to 15 plots. The City Council has stated that the alterations are driven by a desire to remove the 2.5 storey dwellings from Hoyles Lane which residents had originally opposed. Members **resolved** to strongly oppose the practice of commencing work on site before planning permission is granted and also **resolved** to object to the application as the repositioning of the garages will bring some plots closer together giving the impression of a more densely populated scheme.

**06/2016/0259** Raising of roof to part of dwelling and erection of single storey rear extension at the Old Smithy, Tabley Lane, Higher Bartle.

Members **resolved** to leave to planning.

**06/2016/0275** Change of use of former church to residential dwelling and erection of 2 storey extension to side following demolition of side extension at the former Wesleyan Methodist Church, Moorside Lane Woodplumpton.

Further to the comments made under public participation, concerns were expressed that there is a covenant on the building which prevents its conversion to residential use. Whilst it was noted that the alterations would improve the building from its current status, it was **resolved** that the application should be opposed until it is established if a covenant exists and whether the building should be retained for community use.

**06/2016/0276** Erection of livery stable at Hill Crest, Moorside Lane, Woodplumpton.

Members noted that the site currently has existing stables for private use and the application is for diversification from private use to a commercial livery business involving the stabling of a further 6 horses and the employment of 2-3 people. Members also noted that there is a sand paddock on site which would be used in connection with the livery business. Members queried the growth and development of the site in particular the creation of a sand paddock to the rear of the stables and expressed concern regarding the commercial intensification of the site. It was noted that the proposal states that there will be no additional traffic movements – but this does not accord with the employment of 2 – 3 staff or the delivery of food and equipment associated with the horses or the planning statement which states the existing access gate will be sufficient for the vehicles associated with the proposed use. Members **resolved** to express concern regarding the intensification of the site and question whether the proposal accords with the supplementary planning document relating to rural development.

**06/2016/0291** Outline application for the residential development (Class C3) of 10.28 hectares of land for up to 230 dwellings, open space areas, landscaping, internal access roads, pedestrian and cycle paths and other associated infrastructure (all matters reserved) on land to the North of Maxy House Farm, Sandy Lane, Cottam. Members noted that the application is north of the proposed E-W link road. Concerns were expressed regarding the intensive construction works already taking place to the south and the apparent lack of sales and it was questioned if more homes are needed at this moment in time. With this in mind, it was noted that Wainhomes have committed not to submit a reserved matters application until planning permission is granted for the E-W link and Members queried why the outline application needs to come forward now. In 4.26 of the planning statement, the applicant implies that approval will secure CIL receipts for the funding of the remainder of the E-W link road – but given that CIL is not paid until development commences, this is not considered a reasoned argument to submit the outline application now.

The Planning Statement states that the E–W link road would replace Maxy Lane and the development would be accessed from the E–W link. However, the illustrative masterplan shows the E-W link north of Maxy Lane which is directly opposite Maxy House Farm (incorrectly labelled as Sandy Lane on the illustrative masterplan) consequently it is difficult to ascertain how the E-W link road will provide access to the site or divide it into north and south parcels.

Members **resolved** to object to the application on the grounds that the increase in construction vehicles, combined with those already working on approved sites in the area, will have an adverse impact on the safety of drivers using the rural roads. The application is also considered premature until the E-W link road is approved and it can be confirmed how and where the E-W link road will provide access to the site.

**06/2016/0301** Variation of condition 1 ‘approved plans’ relating to 06/2015/0282 on land north of Lightfoot Lane, Higher Bartle.

Members noted the application was to update the house types inline with Redrow’s Heritage amendments. Members **resolved** to leave to planning.

Members have previously resolved to object to application **06/2016/0189** for the erection of childrens day nursery on land to the rear of 248 Lightfoot Lane Higher Bartle on the grounds that it is out of keeping with the residential area and does not accord with the masterplan. Members **resolved** that the Clerk speaks against the application when it goes before planning committee on the 28<sup>th</sup> April.

#### **170 FINANCIAL STATEMENT 2015 / 2016**

The Chairman verified the accounts with the bank statements for the end of March.

#### **171 2015 / 2016 ANNUAL RETURN**

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 vire funds from training to the provision of a website as this project includes the creation of the site and the training of the Clerk. Members noted that new guidelines have been produced regarding the completion of the Annual Return. Members **resolved** to approve Section 1 (Annual Governance Statement). Section 2 (Statement of Accounts) will be completed at the May meeting once the guidelines have been considered and the information checked with the Internal Auditor.

#### **172 RENEWAL OF LALC MEMBERSHIP 2016/17**

Members **resolved** to renew membership to the Lancashire Association of Local Councils and pay the contribution to the provision of an Area Secretary.

Members noted the Spring Conference to be held on 14<sup>th</sup> May at Leyland Hotel.

#### **173 CPRE MEMBERSHIP 2016/17**

Members **resolved** to renew the CPRE membership.

#### **174 WOODPLUMPTON COMMUNITY FETE**

Members **resolved** to pay £1500 to Woodplumpton Action Group to enable them to secure licenses and purchases before the event which takes place in September.

#### **175 COMMUNITY GARDEN MAINTENANCE**

Members **resolved** to approve the transfer of £1,500 to the Community Garden Account. It was noted that the Trustees are required to determine the maintenance arrangements for 2016 / 2017 separately.

#### **176 ACCOUNTS FOR PAYMENT**

Members confirmed that the Clerk’s Salary had been processed in accordance with the HMRC coding notice for 2016/2017. Members **resolved** to approve the following accounts for payment

## ACCOUNTS FOR PAYMENT

Jan – March quarterly admin expenses	£125.83	CQ 1140
Clerk's April Salary	£808.18	CQ 1141
HMRC	£18.57	CQ 1142
LALC Membership	£356.85	CQ 1143
CPRE Membership	£36.00	CQ 1144
Data Protection Registration	£35.00	CQ 1145
Lengthsman Contract	£352.50	CQ 1146
Servicing and Repairs to Mower	£119.84	CQ 1147
Woodplumpton Fete	£1500	CQ 1148
Woodplumpton community garden	£1500	CQ 1149

### 177 UPDATE ON CIL ITEMS

- **Play Area** – Members **resolved** to request that the City Council sources 2 replacement items of equipment and sends the estimates to the Parish Council.
- **Community Market** - Members **resolved** to approve the content of the advert for the Community Market which will be included in the Spring Newsletter
- **Highways** - Members confirmed the 11<sup>th</sup> May at 5.00 as the date for the meeting with Highways. The meeting will be in Catforth Village Hall.
- **Dog Bins** – Woodplumpton locations are to be supplied to the Clerk. Catforth locations have been received.
- **War Memorial** – Members noted that quotes are being sought for the works.

### 178 NOG TOW ROUNDABOUT

Members **resolved** not to enter into discussions to improve the Nog Tow (Guild Merchant) roundabout as the Parish Council currently has several other projects progressing in relation to items on its CIL list. Furthermore, it was felt that any enhancements would not be fully appreciated at this stage, as the roundabout is regularly affected by dirt and dust from passing construction lorries.

### 179 PROW RENEWAL OF DELIVERY SCHEME

Members noted the changes to the Public Rights of Way – Local Delivery Scheme for 2016/17 and **resolved** that they would sign up to the scheme on the basis that reports will be made directly to the Parish Council and can be passed to the Lengthsman. It was stressed that PROW maintenance must not be at the expense of the 15hrs to be spent enhancing areas of Catforth and Woodplumpton.

### 180 CONSIDERATION OF THE CLERK'S EMPLOYMENT

Members confirmed that they were aware that the Clerk's workload has increased significantly and they **resolved** to amend the Clerk's contract of employment to 20hrs a week. The Clerk will complete timesheets detailing the work and approx. time taken..

### 181 DATE OF NEXT MEETING

Members **noted** that the next meeting of the Parish Council is the Annual Parish Council Meeting on **Monday 16th May 2016**. This meeting will be preceded by the Annual Parish Meeting scheduled for 7.00pm in Catforth Primary School, School Lane, Catforth.

In accordance with established practices County and City Councillors, local police and schools will be invited to present an annual report.

**25<sup>th</sup> April 2016**

**COMMUNITY GARDEN TRUSTEE MEETING**

Following the conclusion of the Parish Council meeting, it was explained that whilst the Parish Council financially supports the maintenance of the Community Garden, decisions relating to the maintenance must be made by the Trustees and must be recorded separately.

The Trustees noted that Mr Hill has continued to maintain the garden to an excellent standard and confirmed that they were happy for the present arrangements to continue. To ensure the arrangements still represent best value, up to date maintenance quotes from other contractors will be obtained and stored on file.

The Trustees agreed to the quotes for the purchase of soil and additional azalea plants and the maintenance and varnishing of the wooden benches.

It was noted that the back of the notice board also requires some attention. As the notice board belongs to the Parish Council this will be processed as Parish Council business.