

**WOODPLUMPTON PARISH COUNCIL**  
**MINUTES OF MEETING HELD AT CATFORTH PRIMARY SCHOOL,**  
**SCHOOL LANE CATFORTH**  
**on MONDAY 17<sup>th</sup> February 2014 at 7.00pm.**

- 112. PRESENT:** Chairman P Entwistle (Cllr S Morgan)  
Councillors B Dalglish M Entwistle,  
M Stewart (M Greaves)

Approx 61 members of the public,  
Cllr K Hudson, Cllr L Smith and 2 personnel from the Environment Agency.

At the start of the meeting, the Chairman Cllr S Morgan and Cllr M Greaves were not present and it was **resolved** that Cllr P Entwistle should chair the meeting.

- 113. APOLOGIES** Cllr B Probin, C Singleton.

- 114. APPROVAL OF THE MINUTES** of the meeting on the **20<sup>th</sup> January** and the extraordinary meeting relating to the NW Preston Master Plan on **3<sup>rd</sup> February 2014**. It was **resolved** that the Minutes be approved and signed as a true record.

- 115. TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS**  
There were no personal or prejudicial interests or requests for dispensations.

- 116. PUBLIC PARTICIPATION**

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

Both Cllr Morgan and Cllr Greaves arrived during the public participation session.

It was established that the majority of those present were here about the planning application for a permanent Travellers site on land at Rosemary Lane Catforth.

The Chairman, Cllr P Entwistle explained the protocol for the meeting and requested that members of the public address questions through the Chairman and not raise questions or debate matters between residents.

The Chairman asked the Clerk to explain the background to the planning application and why planning officers were not present. It was explained that planning officers were unable to attend the meeting due to half term holidays however representatives of the Parish Council had met with planning officers to discuss the concerns and consider the material planning considerations relevant to the application.

In response to a question it was confirmed that the application is for the permanent parking of caravans on the site for residential use - not caravan storage. A further question was asked regarding whether the site could be used for commercial purposes. The Clerk replied this would have to be checked with planning, however the site only has a temporary consent and the appeal decision notice makes it clear that the land is not suitable for permanent use.

The Chairman was asked whether he thought the application would be rejected following the meeting with planning officers. He stated that he had a strong feeling it will be rejected for permanent use and his guess was that the Travellers will appeal. However, as new sites are not available in Preston, there is a possibility that the planning officers may extend the temporary consent until a new location is found.

Concerns were expressed that if that happened it could be years before the Travellers are moved on and the City Council was criticised for not doing enough to find a new location before the temporary permission lapsed particularly when central government funding is available. The Clerk advised that the Parish Council had regularly checked progress regarding the provision of new sites. Policy 8 of the Core Strategy published in July 2012 indicates how planning applications for Gypsy and Traveller sites will be dealt with and also states that the need for local pitches will be assessed through a Supplementary Planning Document.

The Publication Version of the Local Plan (issued in July 2013) also confirms that the City Council proposes to prepare a separate Development Plan Document. It is understood from the meeting with Planning Officers that these plans are progressing and will be released for public consultation. It was questioned whether brownfield sites would be included – but this is not known until the plans are issued. Suggested sites were mentioned but the Chairman suggested the meeting should focus on objections to this site not contemplate the merits of provision elsewhere. The exact ownership of the land was queried and the Clerk confirmed the application includes a Notice which has been served on a landowner. Comments were made about the Travellers acquiring additional land to extend the site but this was dismissed as speculation. The Environment Agency confirmed they would be consulted on the application but usually make suggestions to mitigate possible concerns rather than support or object to an application. A resident asked for a vote to illustrate to the Parish Council the strength of feeling against the Traveller application. In the interests of fairness the Chairman asked all those for and all those against to vote. Everyone voted against. Residents queried whether the City Council would reply to questions submitted with objections to the application. The Clerk stated this was unlikely as the planning process was more for residents to send in their comments and concerns. The Chairman stated that if residents had questions they can always ring the officers. It was also stated that although the Parish Council meeting was well attended and the Parish Council would be forming a response on behalf of residents, residents must also submit their own individual letters, which can be copied to the Parish Council or the Evening Post. It was suggested that they be submitted as soon as possible whilst concerns are running high. A question was asked whether previous comments would be taken into consideration. The Clerk advised that this was the first planning application to be submitted as the appeal was against an enforcement notice – technically it was a new application and new comments need to be submitted. However, as the matter has been considered by an Inspector who considered the land was NOT suitable for permanent use, reference should be made to the appeal decision comments which are on the City Council and the Parish Council websites. It was queried whether the Parish Council should employ a barrister to present the Parish Council / resident objections at an appeal. The Clerk advised that this would be a matter for the Parish Councillors to consider during the main body of the meeting as decisions can't be made under Public Participation. It was stated that the Travellers were well advised and funded and it was questioned why more was not done to stop them resubmitting or applying for a permanent application. The Chairman replied that the judicial system is there to protect us all and the Travellers are entitled to submit a planning application and appeal. It was questioned when the application would be determined. It was explained by Cllr Hudson that the application is due to be determined by the planning officer purely on planning considerations. If it goes to planning committee 'matters of the heart' may influence the decision, so unless the recommendation is for approval, the preference is for the officer to determine the application within the 6 week timescale. Cllr Hudson also explained that the Core Strategy (mentioned earlier) was a joint project between Preston, Chorley and South Ribble and a lot of work was taking place to ensure the other areas also met the site allocation requirements so the onus was not just on Preston. The Chairman drew attention to the agent's letter supporting the application and suggested that the site would not be suitable for housing development due to the noise and pollution from the motorway. Residents also stated that although the Travellers had stated they used the local school and village hall, this was not the case. It was suggested that residents compare and contrast the appeal decision with the planning application and ensure that any comments are critical of the system not the Travellers themselves. The topic was drawn to a close to allow other matters to be considered.

Mr Houghton of the Environment Agency addressed the meeting and explained that he was an Environment Officer investigating pollution and water quality in Woodplumpton Brook which has been classified as 'moderate' as chemicals and phosphates have been recorded. The source is believed to be from agricultural practices, silage and sewer package treatment works. Many systems are out dated and it was stated that residents should check tanks and soak-aways for leaks and they should be emptied at least once a year. It was felt the Environment Agency should publicise this as many of those present felt the tanks needed emptying more infrequently and it depended on the size and the ability to break the water down. Questions were asked regarding the monitoring of the Brook and it was stated that there are 2 sample points one in Woodplumpton Village by the bridge and the other where other water courses meet. At present routine checks are being carried out for phosphates and ammonia but other checks will be carried out if oils and pollutants are noticed. It was stated that the Environment Agency have a detailed map of the water course system and a lot of information is logged online. One site that was mentioned was '*What's in your backyard?*' which includes details of where samples are taken. The United Utility site also includes details of drinking water sampled by postcode. For the first time money has been set aside to look at rural sewage and if enough residents request it, villages like Catforth could be connected to a main sewer which may ease some of the pressure on Woodplumpton Brook. Concerns were expressed that this may lead to additional housing development. Discussions took place on the separation of foul and surface water which now need to be separated and the increase in Sustainable Drainage Systems where surface water is encouraged to flow into ponds, grassy ditches and soak-aways. Concerns were expressed regarding flooding and it was questioned whether planning applications are looked at individually or whether the bigger picture is considered. It was stated that they are looking at the strategy as a whole and are engaged in discussions with developers and the local authority. Mr Houghton stated that he would meet with the Parish Council and local residents if specific concerns needed addressing. In response to a question about responsibilities, it was stated that the Environment Agency is mainly responsible for the main river and its tributaries and LCC now have responsibility for many of the smaller tributaries. A question was raised regarding the dredging of rivers and it was stated this may only have a short term effect and was not appropriate as it disturbs fish and other habitants. More work should be done on the prevention of silt build up and establishing why it has formed. Mr Houghton was thanked for his attendance. It was **resolved** that the meeting be reconvened and Cllr Morgan took the Chair.

#### **117. PLANNING APPLICATIONS**

Members are advised prior to the meeting that planning applications can be viewed at [www.preston.gov.uk](http://www.preston.gov.uk). Members made representations on the following applications

**06/2014/0021** Erection of 14no. detached dwellings and new vehicular access from Sandy Lane following demolition of existing farm house and ancillary buildings at Maxy House Farm Sandy Lane.

The site is included in the NW Preston Master Plan and concerns were expressed regarding whether there was a need for 4 – 5 bedroomed executive houses when the Master Plan includes 30% provision for affordable homes. It was also felt that as the developments related to a small infill site, it would be better to delay construction until the later phases when the properties could be properly integrated with the new service infrastructure required for the construction of 5,000 homes. This view was also considered relevant in relation to the amount of construction vehicles which will be required to access a multitude of sites.

**06/2014/0025** Erection of 13no. detached dwellings and creation of new vehicular access following demolition of existing dwelling on land to rear of 242 Lightfoot Lane.

The comments made in relation to **06/2014/0021** also relate to this application. With regard to the development off Lightfoot Lane, Members agreed with a resident's letter suggesting that 2 properties be rotated so that the gardens face the gardens of 240 Lightfoot Lane.

**06/2014/0026** Erection of single storey extension to side and rear of dwelling and erection of detached double garage and store following demolition of existing garage at Roots Farm Roots Lane Catforth. Members **resolved** to leave to planning.

**06/2014/0032** Variation of condition no.1 attached to appeal decision allowed on E/2010/00029 to allow use of land permanently for parking of caravans on land south of M55 Rosemary Lane Bartle

Members **resolved** to oppose the application due to the unsuitable location of the site next to a busy motorway. Concerns are expressed regarding the noise and pollution generated by vehicles particularly as the site is occupied by Travellers with health concerns. The site is cramped with poor drainage and access to utility services and due to the proximity of the motorway, there is little provision for children to play safely outside. It is noted that the applicant has stated that the site will not be as isolated once the NW Preston housing development is built, however, this development will significantly increase the amount of traffic in the area and attention is drawn to the planning inspectors comments stating that the site should not be allocated permanent status as the access is considered unsuitable. The agent has stated that the Travellers are using local facilities such as Catforth Village Hall and Catforth Primary school. During public participation it was stated this was not the case and it is suggested that if these points are taken into consideration regarding the application for permanent use, the situation is clarified.

**06/2014/0053** Outline permission for erection of 1no. dwelling and detached garage following demolition of existing garage, alterations to existing vehicular access and change of use of land to residential curtilage on land adjacent 35 Woodplumpton Road Woodplumpton. Objections were expressed that the curtilage of the property would be located outside the defined settlement boundary of Woodplumpton. After a vote it was **resolved** to leave to planning.

**06/2014/0059** Alterations and conversion of 3no self contained apartments to 2no semi detached dwellings at The Willows Bartle Lane Lower Bartle. Objections were expressed that the proposal would result in a loss of an affordable apartment in the rural area but after a vote it was **resolved** to leave to planning

**06/2014/0073** Re-roofing of existing flat roofs to pitched roofs at 73 and 75 Woodplumpton Road, Woodplumpton (joint application)  
Members **resolved** to support the application on the basis that the application will improve the appearance of the buildings.

**14/00086/FUL** Construction of a helipad at Nook Farm Brierley Lane, Inskip With Sowerby – Wyre Borough Council Application  
Members **resolved** to object to the proposal on the grounds that it would cause unnecessary noise and disturbance to residents and animals in a rural area. Due to the lack of supporting information, it is unclear why the helipad is needed or whether the flights would be solely for personal use twice a day to and from a place of employment. Concerns are expressed that if approved, the facility could be used for frequent flights including pleasure flights. It is understood from a letter received by the Parish Council that Northern Microlight and Hot Air Balloons also operate in this area and concern must be expressed if helicopter flights are also included.

#### **118. LANCASHIRE AND BLACKPOOL LOCAL FLOOD RISK MANAGEMENT STRATEGY – PUBLIC CONSULTATION**

Members were advised that LCC and Blackpool Council have produced a joint Local Flood Risk Management Strategy. From April 2014 LCC will become the Lead Local Flood Authority (LLFA) and will be required to act as a Sustainable Drainage Approval Body which will try to influence developers to use SUDS systems for surface water drainage for developments of 10 or more dwellings. As explained under public participation with the Environment Agency, a SUDS system uses ponds for the water to collect in rather than piping the water away.

The strategy explains that the LLFA will work with the planning authority to determine new planning applications anticipated to be in excess of 450 applications a year. The LLFA will also have a duty to adopt and maintain the SUDS for the life of the development. Members **resolved** to reply by stating they wish to be more involved in the process and that they would like to establish the contact details and meet the officers determining the applications. Given the amount of new building proposed within NW Preston, Members would like clarification on whether the LLFA will be consulting specifically on the SUDS arrangements and whether a copy of their comments will be made available to the Parish Council before the planning application is determined. As Parish Councils often have local knowledge in respect of flooding, members wish to be consulted so that they have an opportunity to influence the process.

**119. CONSIDERATION OF A NEIGHBOURHOOD PLAN**

Members have had several presentations on Neighbourhood Plans which contain a vision, aims, planning policies and proposals for improving the local area. They can also be used to identify new facilities or key sites for specific kinds of development. Members were requested to consider whether to go down the route of writing a Neighbourhood Plan. Concerns were expressed regarding the amount of work involved and whether residents would want to be involved or whether a consultant could do it. It was **resolved** that Cllr Morgan and Cllr Probin carry out a benefit analysis looking at the pros and cons of having a Neighbourhood Plan. As residents are invited to the Annual Parish Meeting, it was further **resolved** that the newsletter would contain an article stating that the report would be presented to the Annual Parish Meeting and residents may attend if they wish to find out more information.

**120. PARISH LENGTHSMAN**

Members were informed that due to a forthcoming operation, temporary cover will be needed for the Parish Lengthsman. The Clerk advised that a Lengthsman with another Parish Council had expressed an interest in the temporary position, however since the last meeting, our Lengthsman has resigned after 11 years of service and a permanent vacancy now needs advertising. As the interested person is already working for a Parish Council and is familiar with the Lengthsman procedures, Members **resolved** that the Clerk contact the interested person and ask him to cover the temporary role until a full time replacement can be appointed by the Council. With regard to the full time position, Members **resolved** that the vacancy will be advertised in the Lancashire Evening Post, Parish Newsletter, website and noticeboard. The closing date will be the end of March with interviews to take place in April. As the temporary appointment is being delegated to the Clerk, the temporary replacement will not be given an unfair advantage regarding the permanent selection as the permanent appointment will be made by the Council. The Clerk will sort out an advertisement, person specification, job description and application form which will be sent to Cllr P Entwistle for proof reading and comments before being issued. Members wished to express their sincere thanks and best wishes to Mr Senior and as he had carried out work in the interests of the majority of residents of the Parish it was **resolved** to purchase a small gift under S137 of the Local Government Act.

**121. FINANCIAL STATEMENT**

The Chairman confirmed that the accounts and bank statements reconciled.

**122. CLASS SPONSORSHIP – CATFORTH DAFFODIL SOCIETY**

As in previous years, the Parish Council has been asked to sponsor 2 classes at the Catforth Daffodil Society Annual Show. Members **resolved** to award a donation of £10 under S144 of the LGA 1972.

**123. ACCOUNTS FOR PAYMENT**

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

Clerk's February Salary	£647.16
Lengthsman Contract	£352.50

**124. FETE UNDERSPEND**

Under MIN 160 Members resolved to allocate an additional £500 to the community fete on the understanding that any underspend would come back to the Parish Council. It was confirmed that the £500 has been spent and there is no underspend to come back to the Parish Council. It was **resolved** that a copy of the accounts will be provided to the Clerk for audit purposes.

**125. PRESTON CITY COUNCIL BUDGET CONSULTATION 2014/15 – 2018/19**

Members considered the City Council's 2014/15 budget proposals and **resolved** to respond to the consultation by stating that residents should experience the same level of service no matter where they live, however, those living in the rural areas often pay substantially more in Council Tax and receive less services in return. This point should be taken into account when considering a further cut to services in the rural area.

**126. WAR MEMORIAL**

Members NOTED the Clerk has been applying for grants to alleviate the cost of the improvements to the War Memorial. £500 has been awarded from the Green Partnership Awards and other grant applications are being processed. The Clerk explained that she had attended a meeting with the War Memorial Trust and had discussed the small grant application form. As the Memorial is in an enclosed area, it needs to be established if the boundary wall is an integral part of the Memorial. The submission of interest will be considered by the Trust and if considered a valid application it will be considered by the Board. Whilst the application is pending, no work may start on the Memorial however the Parish Council has the option to start the work earlier if the work is financed by other means. It was **resolved** to establish the costs of the work with a view to applying for other sources of funding and with this in mind Community Gateway were to be approached to discuss their involvement with the project. Members also requested information regarding the works at Catforth Memorial Hall and it was **further resolved** that they be requested to attend the next meeting to provide an update.

**127. DATE OF NEXT MEETING**

The next meeting of the Parish Council is scheduled for **Monday 17<sup>th</sup> March 2014** at 7.00pm in Woodplumpton Parish Rooms. Members noted that the April meeting is scheduled for the 21<sup>st</sup> April, but as this falls on Easter Monday, Members **resolved** to change the date to the **28<sup>th</sup> April 2014** at Catforth Primary School.

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At the start of the meeting, the Chairman Cllr S Morgan and Cllr M Greaves were not present and it was **resolved** that Cllr P Entwistle should chair the meeting.

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#### **118. LANCASHIRE AND BLACKPOOL LOCAL FLOOD RISK MANAGEMENT STRATEGY – PUBLIC CONSULTATION**

Members were advised that LCC and Blackpool Council have produced a joint Local Flood Risk Management Strategy. From April 2014 LCC will become the Lead Local Flood Authority (LLFA) and will be required to act as a Sustainable Drainage Approval Body which will try to influence developers to use SUDS systems for surface water drainage for developments of 10 or more dwellings. As explained under public participation with the Environment Agency, a SUDS system uses ponds for the water to collect in rather than piping the water away.

The strategy explains that the LLFA will work with the planning authority to determine new planning applications anticipated to be in excess of 450 applications a year. The LLFA will also have a duty to adopt and maintain the SUDS for the life of the development. Members **resolved** to reply by stating they wish to be more involved in the process and that they would like to establish the contact details and meet the officers determining the applications. Given the amount of new building proposed within NW Preston, Members would like clarification on whether the LLFA will be consulting specifically on the SUDS arrangements and whether a copy of their comments will be made available to the Parish Council before the planning application is determined. As Parish Councils often have local knowledge in respect of flooding, members wish to be consulted so that they have an opportunity to influence the process.

**119. CONSIDERATION OF A NEIGHBOURHOOD PLAN**

Members have had several presentations on Neighbourhood Plans which contain a vision, aims, planning policies and proposals for improving the local area. They can also be used to identify new facilities or key sites for specific kinds of development. Members were requested to consider whether to go down the route of writing a Neighbourhood Plan. Concerns were expressed regarding the amount of work involved and whether residents would want to be involved or whether a consultant could do it. It was **resolved** that Cllr Morgan and Cllr Probin carry out a benefit analysis looking at the pros and cons of having a Neighbourhood Plan. As residents are invited to the Annual Parish Meeting, it was further **resolved** that the newsletter would contain an article stating that the report would be presented to the Annual Parish Meeting and residents may attend if they wish to find out more information.

**120. PARISH LENGTHSMAN**

Members were informed that due to a forthcoming operation, temporary cover will be needed for the Parish Lengthsman. The Clerk advised that a Lengthsman with another Parish Council had expressed an interest in the temporary position, however since the last meeting, our Lengthsman has resigned after 11 years of service and a permanent vacancy now needs advertising. As the interested person is already working for a Parish Council and is familiar with the Lengthsman procedures, Members **resolved** that the Clerk contact the interested person and ask him to cover the temporary role until a full time replacement can be appointed by the Council. With regard to the full time position, Members **resolved** that the vacancy will be advertised in the Lancashire Evening Post, Parish Newsletter, website and noticeboard. The closing date will be the end of March with interviews to take place in April. As the temporary appointment is being delegated to the Clerk, the temporary replacement will not be given an unfair advantage regarding the permanent selection as the permanent appointment will be made by the Council. The Clerk will sort out an advertisement, person specification, job description and application form which will be sent to Cllr P Entwistle for proof reading and comments before being issued. Members wished to express their sincere thanks and best wishes to Mr Senior and as he had carried out work in the interests of the majority of residents of the Parish it was **resolved** to purchase a small gift under S137 of the Local Government Act.

**121. FINANCIAL STATEMENT**

The Chairman confirmed that the accounts and bank statements reconciled.

**122. CLASS SPONSORSHIP – CATFORTH DAFFODIL SOCIETY**

As in previous years, the Parish Council has been asked to sponsor 2 classes at the Catforth Daffodil Society Annual Show. Members **resolved** to award a donation of £10 under S144 of the LGA 1972.

**123. ACCOUNTS FOR PAYMENT**

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

Clerk's February Salary	£647.16
Lengthsman Contract	£352.50

**124. FETE UNDERSPEND**

Under MIN 160 Members resolved to allocate an additional £500 to the community fete on the understanding that any underspend would come back to the Parish Council. It was confirmed that the £500 has been spent and there is no underspend to come back to the Parish Council. It was **resolved** that a copy of the accounts will be provided to the Clerk for audit purposes.

**125. PRESTON CITY COUNCIL BUDGET CONSULTATION 2014/15 – 2018/19**

Members considered the City Council's 2014/15 budget proposals and **resolved** to respond to the consultation by stating that residents should experience the same level of service no matter where they live, however, those living in the rural areas often pay substantially more in Council Tax and receive less services in return. This point should be taken into account when considering a further cut to services in the rural area.

**126. WAR MEMORIAL**

Members NOTED the Clerk has been applying for grants to alleviate the cost of the improvements to the War Memorial. £500 has been awarded from the Green Partnership Awards and other grant applications are being processed. The Clerk explained that she had attended a meeting with the War Memorial Trust and had discussed the small grant application form. As the Memorial is in an enclosed area, it needs to be established if the boundary wall is an integral part of the Memorial. The submission of interest will be considered by the Trust and if considered a valid application it will be considered by the Board. Whilst the application is pending, no work may start on the Memorial however the Parish Council has the option to start the work earlier if the work is financed by other means. It was **resolved** to establish the costs of the work with a view to applying for other sources of funding and with this in mind Community Gateway were to be approached to discuss their involvement with the project. Members also requested information regarding the works at Catforth Memorial Hall and it was **further resolved** that they be requested to attend the next meeting to provide an update.

**127. DATE OF NEXT MEETING**

The next meeting of the Parish Council is scheduled for **Monday 17<sup>th</sup> March 2014** at 7.00pm in Woodplumpton Parish Rooms. Members noted that the April meeting is scheduled for the 21<sup>st</sup> April, but as this falls on Easter Monday, Members **resolved** to change the date to the **28<sup>th</sup> April 2014** at Catforth Primary School.