

## WOODPLUMPTON PARISH COUNCIL

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

on **MONDAY 18<sup>TH</sup> JUNE 2018 AT 7.00pm.**

Cllr P Entwistle was appointed Chairman due to Cllr Greaves' apology.

- 28 PRESENT:** Chairman Cllr P Entwistle,  
Councillors Cllr B Dalglish, Cllr M Entwistle, Cllr S Morgan,  
Cllr B Probin, Cllr S Yates

1 member of the public and PC Garcia

- 29 APOLOGIES:** Cllr M Greaves, Cllr M Stewart,

- 30 APPROVAL OF THE MINUTES** of the meeting held on **21<sup>st</sup> May 2018.**

The Minutes of the Annual Parish Meeting were **noted** and it was **resolved** that the Minutes of the Annual Parish Council meeting be signed as a true record.

- 31 TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS**

There were no declarations of interest.

- 32 PUBLIC PARTICIPATION**

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

A resident highlighted speeding traffic concerns and queried whether LCC had taken any further action in relation to the problems on Catforth Road from Swillbrook Bridge to the bend with Blackleach Lane. The Clerk replied that LCC stated that they would carry out speed checks and an update was requested in April. This has not been provided and the matter will be chased again. Preston Bus will also be advised of a complaint about a speeding bus (service 77) at 17.20 on Friday 15<sup>th</sup> June.

Members considered the points raised and stated that they will consider if the traffic calming measures (to be discussed later in the meeting) can be broadened to include the area described above.

An update was requested on the unfinished properties at Bay Horse Lane. The Clerk will contact Spring Avon Developments again. The resident gave her verbal consent for her email to be retained and used in connection with the above.

PC Garcia was welcomed to the meeting. He explained the staffing changes at Broughton Police Station and went through some of the police incidents that had taken place in the Parish recently. Members welcomed the increase in police officers but expressed concerns that they are covering a much wider area as they also cover Moor Park, Brookfield, Sharoe Green and Garrison. Further to a discussion at a previous meeting, it was questioned whether Broughton now has use of a 4 x 4 vehicle.

In reply, it was stated that the rural area does not have a 4 x 4. A vehicle is still being shared with Skelmersdale but as it can only be used by officers who have had rural police training, currently only 1 officer can drive it. Officers do have access to a pool car but it is unmarked and does not have lights and sirens.

In response to a question, it was confirmed that the pool car could be used to apprehend a 'quiet' suspect but a police van would need to attend for more disruptive or violent suspects. Members expressed their concern regarding this information as an unmarked vehicle does nothing to reassure residents or deter criminals from entering the Parish. It was questioned why a vehicle could not be seconded from the police service compound near the Tickle Trout and it was questioned whether police resources were still being directed to the fracking site instead of local issues. It was agreed that these issues were not relevant to PC Garcia and he was thanked for his attendance. The Clerk asked if he could provide mobile contact details and contact posters for the notice boards.

### 33 POLICING PROVISION

Members discussed the situation regarding the 4 x 4 vehicle and the Clerk referred to correspondence in February where it was stated that a funding bid would be submitted to the Police and Crime Commissioner

Members **resolved** that a letter be sent to the Police & Crime Commissioner, Inspector Steven Anderton and Inspector Helen Dixon voicing the Parish Council's frustration and disappointment that the matter is still not resolved. A reply will be requested for the July meeting.

### 34 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)

Members were informed that an appeal has been lodged against the refusal of application **06/2018/0198** for 1 dwelling at Moss House Riding Stables.

Members **resolved** to send further comments to support the refusal.

Members noted that in addition to the appeal, a new application has been submitted.

**06/2018/0499** Outline planning application for the erection of 1no detached dwelling (following demolition of existing buildings) at Moss House Riding Stables, Bay Horse Lane. Members **resolved** to reiterate the previous comments and the reasons for refusal stated by the City Council.

**06/2018/0512** Outline planning application for the erection of 3 no. dwellings and associated works (access applied for only) at Plumpton Green , 103 Woodplumpton Road, Woodplumpton.

Members noted that although the application is for access only, the planning statement refers to modifying the access point, but apart from a red line on the block plan, there are no plans showing what the modification will entail. As the access serves another property, Members feel the modification should be clearer and wish to be notified if and when a detailed plan is submitted. Notwithstanding this, Members **resolved** to object to the application as it is partly on a grassland field in the open countryside, outside the settlement of Woodplumpton with limited access to goods and services. Members also wish to point out that the local amenities listed in the planning statement are incorrect.

**06/2018/0578** Application to seek a variation to conditions 1, 3, 6, 10, 11, 12 and 18 in relation to 13no. detached dwellings, garages and 2 vehicular accesses at Brookfield Farm, Tabley Lane pursuant to application **06/2016/0002**.

Members noted that the application is for minor changes to the dwelling layout and the positioning of some garages. Following highway advice, the width of the road will be reduced and the internal pavements will not be constructed, however a new footway will be constructed along the site frontage. Members **resolved** to leave to planning.

**06/2018/0634** Prior notification submission for change of use of agricultural building to 1no. dwelling with associated building operations at Moorside House Farm, Moorside Lane, Preston. Members noted that the application had been considered at an appeal and **resolved** to leave to planning.

### 35 FINANCIAL STATEMENT

The Chairman verified that the accounts and statements reconciled.

### 36 INSURANCE

Members considered the declaration required to renew the Insurance policy and confirmed that they know of no reasons why the insurance should be declined.

Members noted the condition on the Fidelity Guarantee which requires employee passwords to be made invalid if the employee leaves the Council's employment.

Members acknowledged protection against a data breach – providing the ICO advice has been followed - and agreed that it was not necessary to take out further insurance against a cyber attack. Members agreed that the CCTV was a portable unit not a full monitoring system and additional cover was not required.

Members **resolved** to renew the policy by BACs at a cost of £295.70.

### 37 ACCOUNTS FOR PAYMENT

a) Members **noted** the direct debit payments and the accounts paid under SO 28b

Parish Lengthsman Contract May	£705.00	BACs
Lengthsman materials	£37.49	BACs

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

Clerk's June Salary	£964.93	BACS
HMRC PAYE	£166.60	BACS
Employer N.Ins	£61.41	BACS
Music at Hollowforth – The Rotary Club of Preston	£100.00	CQ 1275
There but not There – Remembered Trading Ltd	£1552.60	BACS

### 38 REVIEW OF FINANCIAL REGULATIONS AND COMPLAINT PROCEDURES.

Members **resolved** to approve the complaint policy referred to in Standing Orders and **resolved** to re-approve the Financial Regulations already adopted by the Parish Council. Members **noted** that the current Regulations were supplied by NALC and relate to large and small Councils. A simplified version may be created from a template provided by the SLCC. The Clerk will consider whether the simplified version may be more suited to the Parish Council.

### 39 UPDATE ON CIL ITEMS

- **Highways** – Members have received the revised traffic plans for Woodplumpton and Catforth which are still subject to highway safety assessments. Members considered the comments made under public participation and discussed whether the Catforth scheme should be extended to include the motorway bridge and Rosemary Lane. Members **resolved** to meet separately for Catforth and Woodplumpton to consider the revised plans. Comments will be fed back to the July meeting with a view to providing LCC with a combined, united response for both areas.
- **Green space** – Further to **MIN 176** Members noted that the City Council is considering the options for improvements to the frontage of The Orchard.

### 40 NEIGHBOURHOOD PLAN

The Clerk has contacted the consultant for an update on the Neighbourhood Plan and once received, a reply will be forwarded by email.

### 41 PARISH CLERK CONTRACT

*Under the Public Bodies (Admission to Meetings) Act 1960, Members of the public and press were excluded from the meeting at this point as the matter relates to the terms and conditions of a Contract.*

Following a request by Members to review the Clerk's Contract, it has come to light that the wrong pay banding has been applied for several years. Members received a full explanation in relation to the error and the figures will be independently checked by Cllr M Entwistle and will be subject to scrutiny by the independent auditor if Members agree the arrears should be paid. In principle, Members were supportive of this action but **resolved** to check that there are no time constraints in relation to the back pay.

In addition, Members noted that in 2005, the Council was evaluated to be a small / medium Parish in line with profile 2 of the documents circulated to Members.

Due to CIL monies and the expansion of the Parish, Members agreed that it was necessary to re-evaluate the profile of the Parish and consider whether the Clerk's job description and responsibilities are commensurate to the Council's profile.

In order to carry out the job evaluation, it was **resolved** that the Clerk supplies more information in relation to the job role and the skills and knowledge required.

A process for reviewing the information was not agreed and will be discussed further once the information is provided.

### 42 DATE OF NEXT MEETING

**Monday 16<sup>th</sup> July 2018** at 7.00pm at Catforth Primary School.