

**WOODPLUMPTON PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)**  
**HELD AT WOODPLUMPTON PARISH ROOMS,**  
**WOODPLUMPTON**

**ON MONDAY 18<sup>TH</sup> MAY 2015**

**AFTER THE ANNUAL PARISH MEETING.**

**NOTE** – Before the commencement of the meeting, all Councillors present, confirmed they had signed the Declaration of Office following the Elections.

**PRESENT:**     Chairman     P Entwistle (at commencement)  
                  Councillors    S Morgan     M Entwistle  
                                  M Greaves    M Stewart

**1. ELECTION OF CHAIRMAN**

Cllr P Entwistle and Cllr S Morgan were both proposed as Chairman. Following a vote of those present it was **resolved** that Cllr S Morgan be elected as Chairman for the next 12 months. He duly signed the Declaration of Acceptance of Office.

**2. ELECTION OF VICE CHAIRMAN**

Cllr P Entwistle was proposed as Vice-Chairman and as there were no other proposals, it was **resolved** that Cllr P Entwistle be elected as Vice-Chairman for the next 12 months.

**3. CO-OPTION**

Following the elections, a vacant seat was advertised in the Catforth ward. 2 written applications were received and circulated to Members prior to the meeting. Cllr M Entwistle proposed Mrs Singleton and Cllr M Greaves proposed Mrs S Yates. It was agreed that both applicants would leave the room and would be invited back in on an individual basis to address the Council to explain the knowledge and skills they would bring to the role. Following the presentations a vote was taken and it was **resolved** that Mrs S Yates would be co-opted on to the Council. Cllr Yates duly signed the Declaration of Office.

**4. APOLOGIES FOR ABSENCE**

Members were reminded that apologies are *recorded* in the Minutes but if a Councillor is absent for 6 consecutive months an apology must be *approved* by Council - prior to the 6 months elapsing. Apologies were recorded from Cllr B Probin and Cllr B Dalglish.

**5. APPROVAL OF THE MINUTES of the meeting held on 20<sup>th</sup> April 2015**

It was **resolved** that the minutes be approved and signed as a true record.

**6. DECLARATIONS OF INTERESTS**

Following the elections, Members were advised of the requirement to complete new 'notification of interest' forms relating to themselves and their partner or spouse. Interest forms must be returned to Member Services at the City Council within 28 days. In respect of items on the Agenda, Cllr Greaves declared a prejudicial interest regarding the request for finances for the community fete, as he is a member of the Woodplumpton Community Action Group.

**7. APPOINTMENT OF REPRESENTATIVES**

Members were reminded that they may attend external organisations and community meetings to ask questions and provide an update to other Members (usually via the Clerk) on matters of interest to the Parish. **Members were advised that they must not make decisions, or support or object to a matter on behalf of the Council.**

If a Councillor publicly expresses a personal opinion on a matter, before it has been considered by the Parish Council, best practice would be to declare that opinion at the next available Council meeting.

It was **resolved** that the Council be represented at the following regular meetings

- Area Committee – Cllr P Entwistle, Cllr M Stewart, Cllr S Morgan
- Daniel Houghton Charity – Cllr B Probin

## 8. ADMINISTRATION

- Members **resolved** that Meetings will continue to alternate between Catforth and Woodplumpton on the 3<sup>rd</sup> Monday of the month.
- Members **resolved** that they are happy to receive information and the Summons to meeting by email.
- Members **noted** the framework for Safeguarding Public Money and noted that a revised copy of the Financial Regulations will be brought to a future meeting.
- Members **resolved** to renew delegated powers to the Clerk in accordance with SO40
  - Make routine decisions, (including planning decisions)
  - deal with emergencies
  - spend small sums of money - not to exceed £100
  - grant a dispensation to Members - in circumstances where the number of Members prohibited from participating, would impede the transaction of the business, e.g. the annual setting of the precept.
- Members **resolved** to approve the granting of a Dispensation to all Councillors for consideration of matters pertaining to the budget or Precept under S33 of the Localism Act 2011. Members noted that the dispensation needs to be made in writing and should not exceed 4yrs.

## 9. PUBLIC PARTICIPATION

Members **resolved** that the meeting be adjourned for public participation.

A member of the Ramblers Association requested that the Parish Council remained in the PROW scheme. The attendee stated that several complaints are showing as a backlog with the Parish Council but the delay is with LCC who have not completed the necessary utility checks. The Clerk stated she would identify any backlog and go through these with the Lengthsman and LCC.

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

## 10. UPDATE ON CONSTRUCTION TRAFFIC NW PRESTON

The Clerk gave a verbal update regarding the problems with construction traffic.

Members **noted** that the City Council had held meetings with the developers and in an email sent to the Clerk on the 20<sup>th</sup> April, Redrow had confirmed that all their contractors had been reminded of the construction conditions and the situation should now improve.

Members **noted** that there are still difficulties with the access to the Taylor Wimpey site. Cllr Swindells has confirmed that Taylor Wimpey should be using an access on Hoyles Lane but LCC have not yet agreed the final version of the Construction Strategy and Environmental Management Plan. The Clerk has questioned how this can happen when the outline approval clearly states 'that no work shall commence until the plan has been submitted and approved in writing by the Local Planning Authority'. Members **resolved** to request that a comprehensive answer is provided at the next stakeholder meeting on the 1<sup>st</sup> June – if not before.

Members advised that lorries presumably from Wain homes were using the road by Llandorn Kennels as a shortcut through to Sandy Lane. The Clerk will request some 'no access for construction traffic' signs. Members also advised that the verges on Sandy Lane are being churned up and mud is being deposited on the road.

Members **noted** that the City Council had agreed to create a website with links to the construction method statements, traffic routes and site manager details. The delivery date for the website was the end of April and slippage on its completion and content will be 'followed up' by the Preston Area Committee.

As Cllr Morgan will not be available for the stakeholder meeting on the 1<sup>st</sup> June it was **resolved** that Cllr Greaves and Cllr Entwistle will attend accompanied by the Clerk who will take notes at the meeting.

## 11. PLANNING APPLICATIONS RECEIVED

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

**06/2015/0265** Erection of agricultural storage building Beesley Farm, Catforth Road Catforth Preston. The Clerk explained that the application was for a 90ft by 45ft building to grow local herbs, vegetables and fruit using vertical farming techniques which will be of merit to local colleges and university students. The produce will be watered using water from a proposed 'natural lake' covering an acre of land dug to the depth of 2m. The application form states that the facility will employ 2 full time and 2 part time staff. The form also states that there are 20 on site parking spaces. Existing buildings which housed a piggery and hen house will be demolished once the new building is erected.

Members **resolved to support the principle** of the development as it was an agricultural enterprise in a rural area, however more information is requested on

- the location of the lake in proximity to the barn,
- the excavation and whether the soil will be transported off site,
- whether the lake will be an expanse of open water and if so, will it be fenced off,
- the location of the 20 existing car park spaces
- the approximate number of deliveries to and from the site

**06/2015/0281** Prior notification submission for change of use from agricultural building to 1no. dwelling Moorside House Farm Moorside Lane Preston.

The Clerk advised that the application is **for noting** as the proposal may be permitted development under new legislation which came into force in April 2014. The legislation permits the change of use of an agricultural building to a dwelling house with a floor space of up to 450 square meters, however the development may not extend outside the original footprint of the agricultural building.

Members noted that the original barn is shown by a solid red line and the plot size is indicated by a dotted red line. Members **resolved** that the Clerk establish whether the legislation includes any restriction on the plot size and whether an application is required for change of use of agricultural land to a domestic curtilage.

**06/2015/0282** Reserved matters application pursuant to outline planning application 06/2014/0352 proposing the appearance, landscaping, layout and scale for the erection of 168no dwellings (phase 2) Land North of Lightfoot Lane Higher Bartle Preston.

Members acknowledged that the master plan accompanying the original outline application 06/2012/0822 is only an illustration, but grave concern was expressed that the accompanying plan indicated that the proposed site would include open spaces, a head of vista landmark building, 2 courtyards surrounded by green space and a community building. The reserved matters application does not resemble this at all and gives the appearance of houses being crammed into as much space as possible.

Members **resolved** to question the density of the development and the lack of green space and questioned whether this is in keeping with the garden city approach favoured by the NW Preston master plan and referred to in main modification 8 relating to policy MD2 of the Local Plan.

In addition to the above queries, Members **resolved** to object to the application as the internal access roads to the north of the site and the E – W link road to the east of the site are shown as cul-de-sacs on drawing DSL-07 and provide no connectivity to the remainder of the strategic location, this is considered contrary to Policy T119 of the adopted Preston Local Plan, Policy ST2 of the Publication Local Plan, the National Planning Policy Framework and the NW Preston master plan.

**06/2015/0305** Erection of two storey extension to side of dwelling Three Wheels Ranch Roots Lane Catforth Preston.

Members noted that an application for a single storey dwelling to the rear of the site 06/2014/0630 was still pending. Members stated that an extension to the existing dwelling was preferable to a separate building, however it was questioned whether the existing dwelling was a former barn conversion and if so, Members considered the application to be contrary to Policy I of the Supplementary Planning Document Rural Development adopted in October 2012.

Members **resolved** to submit these queries to the planning department.

**06/2015/0381** Erection of a covered silage clamp (phase1) (retrospective application) Swill Brook Grange Farm Crown Lane. Members **resolved** to leave to planning.

**06/2015/0382** Erection of a covered silage clamp (phase2) (retrospective application) Swill Brook Grange Farm Crown Lane. Members **resolved** to leave to planning.

## 12. PLANNING COMMITTEE

Members **noted** an exchange of emails between the Clerk, City Council Solicitor and Chair of Planning following the consideration of a children's nursery by the planning committee. Members supported the action taken by the Clerk and acknowledged that the solicitor had stated the matter would be drawn to the attention of the committee.

Members **resolved** that the Clerk attend the next committee meeting to emphasise the Parish Council's objections to the application.

Members **noted** an exchange of emails regarding the presentation arrangements for the Fracking applications which will be determined by LCC on the 25<sup>th</sup> and 26<sup>th</sup> June. The Clerk advised that the Parish Council would hear if their request to present to the committee was successful on Wednesday 20<sup>th</sup> May. If the request is successful, Cllr Entwistle and Cllr Greaves will work on the presentation and Cllr Greaves will give the presentation as Cllr Entwistle may be on holiday.

## 13. PROW RENEWAL OF DELIVERY SCHEME

Members **resolved** to remain in the Public Rights of Way local delivery scheme.

Members noted some administration problems between the Clerk and Lengthsman had been resolved. As the Lengthsman has been in the role for a year, Members wished to invite him to the next meeting to update members on how he has settled in to the role.

## 14. FINANCIAL STATEMENT 1<sup>st</sup> April – 30<sup>th</sup> April 2015

The Chairman verified that the financial and bank statements have been reconciled.

## 15. ACCOUNTS FOR PAYMENT AND RECEIPTS

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

Clerk's May Salary	£775.58	CQ 1079
HMRC	£69.44	CQ 1080
Parish Lengthsman	£352.50	CQ 1081
Hire of WP school Fracking meeting	£37.50	CQ 1082

## 16. WOODPLUMPTON COMMUNITY FETE

When setting the budget, Members set aside £1,000 for the Woodplumpton community fete. The fete will take place in August but the donation is requested to secure licenses and purchases in advance. It was mentioned that further monies may be required and it was stated that developers would be approached for a financial contribution. Members discussed the pros and cons of charging stall holders and it was agreed that the Woodplumpton Community Action Group would write an article on the event to be included in the Parish Newsletter. Members **resolved** to issue a cheque for £1,000.

**17. DATA PROTECTION AND FREEDOM OF INFORMATION**

As agreed under MIN 79 Members agreed to reimburse half the travel cost for the data protection course that the clerk attended on behalf of Whittingham and Woodplumpton Parish Councils. The Clerk will present a report on the course to a future meeting. Members **resolved** to issue a cheque for £12.80.

**18. TELEPHONE KIOSK – ADOPTION**

Previously the Parish Council has resolved not to approach BT to maintain and repaint the red phone boxes in Catforth as concerns were expressed that the facility may be withdrawn due to lack of use. Due to the poor state of the phone box opposite the Village Hall, Members **resolved** to contact BT to request that the phone box is repainted.

**19. LALC MEMBERSHIP**

Following an explanation of the increased cost, Members noted that LALC is there is to support Councillors and can provide access to funding such as the fund being set up to assist Councils in meeting the costs associated with the transparency code. Members **resolved** to proceed with the LALC membership.

**20. LALC TRAINING COURSES**

Members noted the LALC training workshops and **resolved** that the Clerk make enquiries to see if there are spaces on the new Councillor’s sessions.

**21. LALC ANNUAL CONFERENCE ATTENDANCE**

No Members were available to attend the LALC conference.

**22. JUNE NEWSLETTER**

Members **resolved** that the Newsletter will include the Chairman’s report and the financial report. Woodplumpton Action group will supply an article about the fete and Woodplumpton Church will supply an article regarding its activities and fundraising.

**23. DATES OF FUTURE MEETINGS**

Members **resolved** to set the following dates and venues for future meetings. Meetings have not been scheduled for August or December.

**CATFORTH**

- 15<sup>th</sup> June 15
- 21<sup>st</sup> September 15
- 16<sup>th</sup> November 15
- 15<sup>th</sup> February 16
- 18<sup>th</sup> April 16

**WODPLUMPTON**

- 20<sup>th</sup> July 15
- 19<sup>th</sup> October 15
- 18<sup>th</sup> January 16
- 21<sup>st</sup> March 16

16<sup>th</sup> May 16    Annual Parish / Annual Parish Council meeting

**24. DATES OF CIL MEETING**

Members **resolved** to set up a working group to discuss suggestions and procedures for CIL expenditure. Members noted that the group would not be a decision making body and suggestions will need to come back to the Council for approval. Subject to room confirmation the 1<sup>st</sup> meeting will be Tuesday 9<sup>th</sup> June at Catforth Village Hall at 7.00pm.

**END**