

**WOODPLUMPTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD AT**  
**CATFORTH PRIMARY SCHOOL, SCHOOL LANE, CATFORTH**  
**on MONDAY 20<sup>th</sup> March 2017 at 7.00pm.**

**131 PRESENT:** Chairman Cllr P Entwistle,  
Councillors Cllr M Entwistle, Cllr B Probin,  
Cllr M Stewart, Cllr S Yates

10 members of the public.

**132 APOLOGIES** – Cllr M Greaves, Cllr B DalGLISH, (Cllr S Morgan)

**133 APPROVAL OF THE MINUTES** of the meeting on the 20<sup>th</sup> February 2017.  
It was **resolved** that the Minutes be signed as a true record.

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

Cllr Yates declared a pecuniary interest regarding agenda item 11 (bin donation to Catforth Village Hall) as she is a member of the management committee.

**135 PUBLIC PARTICIPATION**

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

A resident raised various questions regarding development in NW Preston. In reply it was confirmed that an outline application for 13 houses 06/2016/0949 had been approved for the site off Lightfoot Lane which had permission for a children's nursery. Work hasn't started yet because a detailed application has not been submitted. LCC are yet to determine the PWDR and the East – West link road application. Concerns were expressed regarding the delays at the traffic lights at Hoyles Lane. The Clerk will check when the works are scheduled to finish and will update the website. Additional concerns were expressed regarding the lack of schools, doctors and dentists. The Chairman replied that the Parish Council had repeatedly requested that all new development should be fully supported with the required infrastructure – but there appears to be no forward planning in relation to this.

A councillor informed those present that people between the ages of 40 and 74 are eligible for a NHS health check every 5 years.

A resident outlined various problems relating to Garlick House, Green Lane Catforth. During renovation works, the road collapsed and was deemed unsafe for the bin lorry to use. The road was repaired and although works were carried out to repair the culvert, a 9" pipe was installed to allow water to flow but as the culvert is 30" this was considered insufficient. The water level in the culvert is now extremely high and concerns were expressed regarding flooding. The Chairman stated that he had attended a County Council conference which included a presentation on flooding. Rachel Crompton from LCC stated they were committed to bringing United Utilities, landowners and highways together to resolve flooding issues and the Clerk was requested to refer the matter to LCC. Rachel's contact details will also be added to the website.

Additional concerns were raised regarding the size of wagons using narrow country lanes and the damage it was causing to grass verges. Cllr Yates had taken photographs of an incident on Jane Lane and we are waiting for a reply from highways.

A resident requested information relating to Hope House in Catforth which is being used as a care home. The Chairman outlined the information presented to the Parish Council in November 2016. The resident expressed his dissatisfaction that planning permission was not required and stated that gates and additional security meant the occupants were a threat and concluded the situation was unacceptable in a rural area. The Clerk noted the concerns and suggested the resident raise his concerns with his MP as apart from one initial incident, the Parish Council had no evidence of any real problems or concerns and the arrangements for the care of offenders is outside the remit of the Parish Council.

### **136 CENTRAL LANCASHIRE EMPLOYMENT LAND STUDY**

Members were informed that Preston City Council have commissioned BE Group to undertake an Employment Land Study to identify the supply, demand and need for more employment sites and premises across Central Lancashire.

Members considered employment opportunities within the Parish and noted that apart from the units at Rosemary Lane, opportunities were restricted to farming, small rural outlets such as nurseries and farm shops, pubs and the leisure industry.

Members reiterated their concerns that 5,000 homes had been 'planned' in the parish but currently there is no sign of the supporting infrastructure in the shape of shops, retail outlets, medical provision or schools – all of which will provide employment opportunities. In addition, when the housing land was allocated in the Core Strategy, it was stated that the homes were necessary to support jobs to be created within the Lancashire Enterprise Zone – so instead of a land study to identify **more** employment sites and premises, the study should be investigating a) whether there is still a need for 5,000 homes if jobs are not being created in the Enterprise Zone and b) how and when the supporting infrastructure will be provided in NW Preston for the homes currently under construction. Members **resolved** to respond with the above points.

### **137 HERITAGE LIST**

At the February meeting, Members suggested that the Conservation Officer should photograph the heritage assets as the Parish Council does not have the time or expertise. A reply has been received stating that the principle of the 'Local List' is that it comes from the local community and it is up to the community to provide the information. Members **resolved** to divide the photographs up amongst themselves, email them to the Clerk who will plot them on the map and send them to the conservation officer. Cllr Yates informed members of an archeological dig at Hollowforth Mill and suggested the Mill could be added to the Heritage List.

### **138 PLANNING APPLICATIONS – TO DETERMINE**

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

**06/2016/1283** Front porch at Brooklyn, Green Lane, Catforth, Preston.  
Members **resolved** to leave to planning

**06/2017/0165** Outline planning application for 1no. detached dwelling and attached garage following demolition of existing outbuildings (access, layout and scale applied for) White Gables, Bartle Lane, Preston.

Members noted that the dwelling will be on the site of 3 outbuildings. As the land has previously been developed Members **resolved** to leave to planning.

**06/2017/0222** Amendment to planning permission 06/2014/0442 comprising repositioning of plots 83 - 98 and parking arrangement for plots 83 - 98 Sandyforth Lane, Woodplumpton.

Members noted that the alterations were minor and were intended to improve sight lines for the Guild Wheel. Members **resolved** to leave to planning.

### **139 INTERNAL AUDIT REQUIREMENTS**

Members considered the Internal Audit Requirements for 2017.

It was **resolved** to appoint Mr Slade as the Internal Auditor in accordance with the Terms of Reference and the Statement of Internal Control.

Members considered the risk management plan and noted that the Fidelity guarantee is £250,000 which covers the bank and CIL monies. Members also noted that the defibrillators had been added to the asset register.

### **140 FINANCIAL STATEMENT**

The Chairman confirmed that the accounts and bank statements had been reconciled.

## 141 ACCOUNTS FOR PAYMENT

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

HMRC PAYE Employee Tax & NI	£91.76	CQ 1199
HMRC Employer NI - See summary sheet	£121.47	CQ 1200
Clerks Feb Salary	£996.55	BACS
Pension Payments – See summary sheet	£56.42	DD
Lengthsman Job advert	£408.36	BACS
E-ON electric xmas lights	£8.25	BACS
Envelopes & stationery	£32.12	BACS
875 x 55p Postage of the newsletter	£481.25	BACS
PCC Printing of the Apr Newsletter	£116.10	CQ 1201
Lengthsman 16/17 – See summary Sheet	£1233.75	CQ 1202

## 142 CATFORTH VILLAGE HALL

At the February meeting, it was stated that Catforth Village Hall is a public building used by all and they also incur maintenance costs in relation to grass cutting.

The Hall has 4 bins but as they missed the early discount price the cost is £30 x 4 = £120.00. Members **resolved** to pay for 3 bins at £30 each = £90.00.

It was stated that the grant will need to be applied for each year and in future, the application should relate to the early discount price.

## 143 CIL ANNUAL REPORT AND UPDATE ON CIL ITEMS

The Clerk presented a CIL Annual Report which included an income and expenditure report for the financial year end and a Business Plan to meet CIL audit requirements. Members noted that the Parish Council received a combined income of £140,800 for 15/16 and 16/17 and had incurred expenditure of £8,474.50 leaving a balance of £132,325. The committed expenditure for 2017/18 for the playground, memorial, flooding and lengthsman totals £48,400 less £3,521 administration leaving a balance of £80,404 plus any new CIL income. Members considered the Business Plan which detailed progress on the expenditure ideas.

**Defibrillators** – Members advised that whilst the bulk of the expenditure has been completed, Members wish to host a ‘user awareness’ / training session as advertised in the newsletter. It was suggested that if the sessions were held after the May Annual Parish meeting, the dates could be included in the Parish Newsletter.

It was proposed that 2 sessions take place at Catforth Village Hall on a Saturday and 2 sessions also take place at the Wheatsheaf. It was noted that the Wheatsheaf were interested in training for their staff. It was **resolved** that the matter would be placed on the April Agenda as Members wished to consider making a donation to NW Ambulance who will host the training.

**Play area** – As the City Council had stated the equipment would be installed in spring, the Clerk pressed them for a start date and established that the equipment had not been ordered! As the Parish Council has evidence that the City Council ‘approved’ the installation, the Clerk contacted the supplier and placed the order. The City Council are aware of the intervention and have verbally confirmed that they will project manage the installation and grant the license to work on their land. The Clerk is chasing to get this confirmation in writing.

**War memorial** – At the February meeting it was reported that work will commence soon. Cllr P Entwistle will remain in contact with the contractor.

**Flooding** – the grant is still on hold until the City Council confirm the quote and landowner’s permission.

**Lengthsman** – As the contract is renewed every year, the additional hours can be reassessed and the CIL element can be decreased as the infrastructure is improved.

**Highways** – following concerns at the February meeting that the Council may need a Neighbourhood Plan to secure enough finances to progress the Highway concerns (see MIN 120) Members requested that the Clerk progress the meeting with M Hudson so we can focus on the necessary procedures rather than the design of the scheme which has already been specified. It was noted that the current scheme is not cost effective as the bollards were damaged, replaced and damaged again within 3 days.

**Catforth Village Hall entrance** – Further to the suggestion to improve the gateway entrance, it was stated that estimates had been received for £1,000 for the gates (to include a poppy motif in the ironwork) and £5,500 to improve the tarmac entrance area. The Village Hall will improve the plants etc. The Clerk confirmed that the Parish Council would require the quotes in writing so that Members can formally agree that a donation can be made to the Village Hall. As with the play area, the Village Hall committee would be responsible for project managing the works.

#### **144 LENGTHSMAN JOB APPLICATIONS**

Members considered the job applications submitted for the lengthsmen role and **resolved** to interview both applicants. As one of the applicants was known to the Council, subject to availability, it was felt that the interview panel should be the Chairman, Cllr Yates and Cllr Dalglish. Cllr Stewart asked not to be involved as he has a social / personal association with one of the applicants.

#### **145 DATE OF NEXT MEETING**

Members **noted** the revised date of the next meeting as **Monday 24<sup>th</sup> April 2017** at 7.00pm at Woodplumpton Parish Rooms, rear of St Anne's Church, Woodplumpton.

Further to the drop-in event organised by the British Geological Society – see Feb Mins Members requested that the Clerk include a link to the information on the website.

The Clerk was requested to make enquiries regarding the resurfacing of the layby opposite Catforth Village Hall.

It was stated that several car tyres had been tipped on School lane but these had been reported to the City Council and were removed promptly.

Cllr Probin gave apologies for the April and May meetings.