

WOODPLUMPTON PARISH COUNCIL
MINUTES OF THE MEETING HELD AT CATFORTH PRIMARY SCHOOL,
SCHOOL LANE, CATFORTH

at 7.00pm on MONDAY 18th MARCH 2019

149 PRESENT: Chairman Cllr M Greaves
Councillors Cllr B Dalglish Cllr M Entwistle
Cllr B Probin Cllr M Stewart

PCSO Anyon, L Ellwood Lancs Constabulary, Mr Baines Neighbourhood Watch

150 APOLOGIES: Cllr P Entwistle, Cllr S Morgan, Cllr S Yates.

151 APPROVAL OF THE MINUTES of the meeting held on 18th February 2019.

It was **resolved** that the Minutes be signed as a true record.

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

There were no declaration of interests.

153 PUBLIC PARTICIPATION

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

L Ellwood thanked the Clerk for sending the Parish boundary map and explained that as the police crime recording system lists incidents across the rural parishes, the list of reported incidents may not relate solely to the Parish boundary. In relation to Woodplumpton, one of the stolen BMW's has been recovered but the other has not been found. There is no update on the offenders. Vehicle crimes have been reported on the Taylor Wimpey estate. It has not been possible to establish who has the data from the traffic monitoring vehicle recently used in Catforth but this is being followed up.

Lorraine introduced PCSO Anyon and explained that she will be covering the parish along with PCSO Shackleton. Both will operate from Preston but will also use Broughton Station. PCSO Anyon has been with the constabulary for 11 years having previously worked in Lea and Cottam and will be taking a rural training course in June. In response to a question, PCSO Anyon confirmed that she has access to a pool car and can use a marked police vehicle if she is on patrol for a specific reason. However a meeting has been arranged with Sgt Otter as it is recognised that transport is essential for the rural areas.

Members stated that the Parish had suggested contributing towards a patrol car but the suggestion had been turned down as there was no guarantee the vehicle would stay in the rural area and the ongoing maintenance costs would still be a financial burden to the police. L Ellwood reiterated the increased pressure on police resources and explained that cars and officers must patrol areas with the greatest risks but she would follow up the suggestion as community vehicles had previously been sponsored by businesses on the docks.

Mr Baines explained how to set up a Neighbourhood Watch scheme. He confirmed that an individual would need to register on the Lancashire Combined Watch Forum website as a street / road co-ordinator. They are sent a start up pack and are advised to call a public meeting to establish the level of interest in the scheme. The meeting can be attended by an experienced NHW co-ordinator. Once residents pledge to join the scheme, the co-ordinator is issued with signs and stickers which residents are encouraged to display. Residents then contact the co-ordinator if they are going away or notice anything suspicious. The co-ordinator then becomes a single point of contact between the police, Councillors and residents. In some areas, the co-ordinator has set up a closed whatsapp group to circulate information but initiatives like that depend on the level of commitment from the co-ordinator.

Mr Baines and the police representatives were thanked for their attendance. It was **resolved** that the meeting be reconvened.

154 NEIGHBOURHOOD WATCH / POLICING CONCERNS

Members noted that Insp Worden (who has taken over from Insp Dixon) will be attending Preston Area Committee on the 27th March to 'meet and greet' Parish Council members.

a) Members **resolved** that the police vehicle concerns be raised at the PAC meeting with a view to establishing if other Parishes would be willing to contribute to a vehicle.

b) Members **resolved** to promote the NHW initiative by including information on the Parish Council website and May newsletter.

c) Members **resolved** to invite Gemma Doughty to the April meeting to explain the role of the Uniformed Community Champion.

155 RESPONSE TO NO CONFIDENCE MOTION

Members read the City Council's reply to Broughton's Notice of No Confidence and noted that the City Council has not issued an individual reply to Whittingham or Woodplumpton. Whittingham have contacted the City Council stating that the absence of a reply gives the impression that the City Council is treating the Parish Council in an unprofessional and discourteous manner. It is hoped that Whittingham's contact will prompt the City Council to reply to both Parishes but if this does not happen, it was **resolved** that a reply should be requested so that matter can be resolved before the next NW Preston stakeholder meeting on Monday 3rd June.

156 PLANNING APPLICATIONS – TO DETERMINE

Note - Members are advised prior to the meeting that planning applications can be viewed at www.preston.gov.uk.

06/2019/0177 Single storey front extensions and increase in roof height to create dormer bungalow at The Orchard, Eaves Lane, Preston.

Members noted that whilst the property will alter in character, it is set back from Eaves Lane and will not be detrimental to the area. Members **resolved** to leave to planning.

06/2019/0205 2no. dwellings (pursuant to 06/2018/1227 to seek variation of condition no. 1 "Approved Plans") at former Garlick House, Green Lane, Catforth.

Members noted that the proposal is to introduce an orangery to the rear elevation of both properties. Members **resolved** to leave to planning.

06/2019/0222 New vehicular access off Bartle Lane to include 1.35m gate posts and timber gate (retrospective application) pursuant to **06/2015/0965** to seek removal of condition no. 2 (Vehicular access restrictions) at White Gables, Bartle Lane. Members noted that the existing access was approved with a condition that it should only be used by vehicles servicing the septic and oil tanks. Following the approval of a new dwelling, it is preferable that the condition be removed so that each dwelling is served by its own individual access. Members **resolved** to leave to planning.

06/2019/0268 Two storey side extension to form annex ancillary to existing dwelling, following demolition of existing conservatory at Barton House, Blackleach Lane. Members noted that the proposed extension will form self-contained accommodation for an elderly relative. The principle of the development has been approved under application 06/2018/0591 but amendments are necessary as the ceiling was extremely low at the eaves. Members **resolved** to leave to planning.

06/2019/0270 outline planning for 8 dwellings and new cycle path at Lingala, Lightfoot Green Lane, Preston. Members noted that the application is south of the motorway and falls within the NW Preston development area however, Members consider that this area is saturated with new development and as the site lies within the protected buffer zone of the joint Lancashire Minerals and Waste Local Plan for the extraction of sand and gravel at Bradleys sand pit, Members **resolved** to oppose the application.

06/2019/0282 alterations to existing garage and new outbuilding at Tithebarn, Moorside Lane, Preston. Members noted that the application will provide a supplementary family annexe by converting an existing integral garage into living accommodation. A new double, detached garage is proposed to the north west of the property. As the dwelling occupies a substantial plot on Moorside Lane, Members **resolved** to leave to planning.

157 2018/19 INTERNAL AUDIT REQUIREMENTS

In order to comply with Audit Requirements and Finance Regulations, Members reviewed the following documents and **resolved** that they are up to date and appropriate to the Council's requirements.

- A. Risk Management Plan and Policy Statement
- B. Risk Management Assessment Register
- C. Council's Asset Register

Members approved Mr Slade as the Council's Internal Auditor and approved the **Terms of Reference** and suggested **Methodology for Internal Control**. Members noted the **Effectiveness of the Internal Audit** which shows that the Council has considered the financial procedures, audit requirements and risks.

158 2018/19 FINANCIAL STATEMENT

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

159 DEFIBRILLATOR

Members noted a request from Honeywells Farm Shop regarding funding for a defibrillator device. As the Parish Council has already provided 2 devices, it was **resolved** that the Clerk establish whether the device will be located outside the shop, making it accessible to the local community, and if so, the total donation requested.

160 ELECTION TRAINING WEBINAR

The Clerk attended a City Council election session on the 7th March but would benefit from a refresher training course covering publicity rules during Purdah, information for re-elected Councillors, induction training for new Councillors and Agenda items immediately following an election. The training course costs £30 + VAT which will be split between Woodplumpton and Whittingham. Members **resolved** to approve the Clerk's attendance and confirmed payment for the webinar.

161 ACCOUNTS FOR PAYMENT

Members **noted** the approved direct debits to Easy websites and Nest pension. Members **resolved** to approve the following accounts for payment

Lengthsman	£750.00	BACS
Plants, Whittle Hill & Paint	£239.83	BACS
SLCC – election webinar	£36.00	BACS
Clerks Mar Salary	£1106.00	BACS
HMRC PAYE Employee Tax & NI	£108.84	BACS
HMRC Employer NI	£73.19	BACS
Newsletter Envelopes	£53.98	BACS
Newsletter Postage	£350.90	BACS

162 LENGTHSMAN CONTRACT

A contract has been prepared for Mr. Hill to continue as Parish Lengthsman from April 2019. Members considered the content of the contract, and **resolved** that it should be signed by the Chairman and Clerk on behalf of the Council. It was confirmed that the privacy policy and use of the CCTV camera will be included on the May Agenda.

163 UPDATE ON CIL ITEMS

Traffic Calming – The Clerk confirmed that the rooms have been booked for the traffic calming event and the dates have been advertised in the Newsletter and on the website. All the plans have also been added to the website. The A2 boards have been collected and will be displayed on the day. The feedback forms have also been printed.

Orchard Parking – Members noted that the City Council have not supplied an alternative quote for the improvement works at the Orchard. The matter will stay on the CIL business plan, but due to the funds required for the traffic calming, the matter will not be proactively pursued until the funding levels are clearer.

164 NEWSLETTER

Members **noted** that the Clerk included the traffic calming event in the March Newsletter which also advertised the May elections and the Annual Parish Meeting. A further Newsletter will be issued following the May elections and will include any changes to the Council administration, an update on the policing situation / reminder to report crimes / information on Neighbourhood Watch and feedback from the traffic engagement event.

165 DATE OF NEXT MEETING

The next meeting of the Parish Council is scheduled for **Monday 15th April 2019** at 7.00pm at Woodplumpton Parish Rooms, rear of St Anne's Church, Woodplumpton.