

WOODPLUMPTON PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)
HELD AT WOODPLUMPTON PARISH ROOMS,
REAR OF ST ANNE'S CHURCH WOODPLUMPTON
ON MONDAY 15TH MAY 2017 COMMENCING AT 20.20
AFTER THE ANNUAL PARISH MEETING.

PRESENT: Chairman P Entwistle at commencement
Councillors B Dalglish M Entwistle, M Greaves,
S Morgan M Stewart, S Yates

1 ELECTION OF CHAIRMAN

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

2 ELECTION OF VICE-CHAIRMAN

Cllr P Entwistle and Cllr S Morgan were both proposed to be vice-Chairman. Following a vote of those present it was **resolved** that Cllr P Entwistle be elected as vice-chairman for the next 12 months.

3 APOLOGIES

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 for Cllr B Probin.

4 APPROVAL OF THE MINUTES of the meeting held on 24th April 2017

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

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

Members were reminded to check and update their notification of interest forms, which can be viewed on the Parish Council website. Amendments must be completed within 28 days. Cllr P Entwistle and Cllr M Entwistle declared a personal interest in planning application **06/2017/0449** as they know the applicant.

6 APPOINTMENT OF REPRESENTATIVES

Members were reminded that individual Councillors may attend external agencies and community meetings but when doing so, ***they must not make decisions, or support or object to a project on behalf of the Council.*** If a Councillor expresses a personal opinion on a matter before it has been considered by the Council, best practice would be to declare that interest at the next available Council meeting. It was **resolved** that the Council be represented at the following regular meetings

- Preston Area Committee currently - Cllrs M Greaves, S Morgan, B Probin
- Daniel Houghton Charity currently - Cllr B Probin

7 ADMINISTRATION

Members considered the following administrative / financial procedures and

- a. Members **resolved** that meetings will continue to alternate between Catforth and Woodplumpton on the 3rd Monday of the month.
- b. Members **resolved** that they are happy to receive the Council summons and supporting information by email.
- c. Members **resolved** to renew the following delegated powers to the Clerk in accordance with SO 40
 - Make routine decisions, (including planning decisions)
 - deal with emergencies
 - spend small sums of money - not to exceed £100
 - grant a dispensation to Members where the number of Members prohibited from participating, would impede the transaction of the business, e.g. the annual setting of the precept.

8 PUBLIC PARTICIPATION

At the Annual Parish Meeting, concerns were raised regarding an accident at Swillbrook Bridge and the Clerk was request to contact the Canal and River Trust to establish when the bridge will be repaired.

The Clerk was also requested to establish why the new houses at Bay Horse Lane, Catforth have not been completed.

Members also requested that the Clerk contact senior police officers to explain the policing structure for the rural areas following the report presented by the police.

9 REMOVAL OF PHONE KIOSKS

BT have confirmed that the City Council did not pass on the Parish Council comments regarding the retention of the phone apparatus. The City Council are investigating the error. It was **resolved** that the City Council reply will be forwarded to Members to decide if any further action can be taken but it is extremely unlikely that the phone apparatus and kiosk will be reinstalled.

Cllr S Yates left the meeting at this point.

10 PLANNING APPLICATIONS RECEIVED

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

06/2017/0378 Outline planning application for 2no. dwellings (access applied for only) on land north of Bartle Lane, Preston.

Members noted that the application lies north of Bartle Lane whilst the strategic location for development is to south. Members confirmed their opposition to development in the open countryside when demand can be met from the strategic location. Members noted that the site could be considered an infill plot between The Willows and no.1 Spa Cottages but references to the vacant storage building and previously developed land, only relates to plot 2 and plot 1 is considered to be back land development.

Woodplumpton Parish is already earmarked for over 5,000 new homes which will meet any current housing demand and as the applicant has not offered any explanation regarding why the dwellings are needed in the open countryside, Members **resolved** to object to the application.

06/2017/0404 Single storey extension at Priory Hospital, Rosemary Lane, Preston.

Members noted this was a small kitchen extension and **resolved** to leave to planning.

06/2017/0418 Hybrid planning application for demolition of existing buildings, provision of infrastructure and creation of a new vehicular access off Lightfoot Lane, and internal spine road (full application) and 15no. dwellings (outline application access and layout applied for) at Hope Villa, 248, Lightfoot Lane, Preston.

Members noted that development has been approved in principle, as the site is located in the NW Preston Strategic location. However as the North West Preston Masterplan seeks to reduce the impact of new developments on the existing road network, concerns were expressed that the site should not exit on to Lightfoot Lane but should connect to land to the East so that traffic can connect to the East – West link Road.

It was noted that the applicant has stated that the development will be 'self-build' plots and whilst there were no objections in principle to this approach, Members requested that the City Council carefully monitors the detailed applications to ensure the self-build CIL exemption is not exploited.

06/2017/0420 Re-position 36 Plots (Plots 56-57, 59-76, 78-79, 84, 88, 92-104) and all parking arrangements, provide the link road with a stronger frontage and improve parking to Plots 94-104, new 2.5 storey duel aspect house type added to key location and provide landmark buildings on land at Sandyforth Lane and Lightfoot Lane.

Members noted the application was for internal layout arrangements only and there will be no changes to the road layout. Members **resolved** to leave to planning.

06/2017/0423 Detached outbuilding at Houghton House Farm, Lightfoot Lane, Preston.

Members noted the application was for a garage in a secluded location and **resolved** to leave to planning.

06/2017/0449 Outline application for 1no. dwelling and garage following demolition of agricultural buildings (all matters reserved) at The Garden House, Catforth Road, Catforth, Members noted that the site lies within the settlement of Catforth where development may be approved providing it meets the criteria of Policy AD1 of the Local Plan. Members noted that the site is a brownfield site currently used as a workshop and general storage facility. Concerns were expressed that whilst the site is on previously developed land, the proposed residential property will be located to the rear of the existing houses surrounded by open countryside. It was noted that vehicular access will be provided between 2 properties which could cause disturbance and loss of privacy, however it is assumed that residential use will be less frequent and disruptive than the access associated with a workshop and store. On balance, members felt the site was brownfield development within the settlement of Catforth and **resolved** to leave to planning.

06/2017/0466 Outline planning permission for 1no. dwelling and associated access (all matters reserved) at Crow Tree Villa, Bartle Lane, Preston
Members noted that the application lies north of Bartle Lane whilst the strategic location for development is to south. Members confirmed their opposition to development in the open countryside when demand can be met from the strategic location. Members noted that a supporting statement has not been submitted but it appears that the new dwelling will be in the garden of Crow Tree Villas and policy 53 of the National Planning Policy Framework implies that planning authorities should seek to resist inappropriate development of residential gardens. Members **resolved** to oppose the application.

06/2017/0516 1no. detached dwelling at East View Barn, Cinder Lane, Preston,
Members noted that a previous scheme was withdrawn as the application was considered to be too big and out of keeping with the area. Members noted that this scheme is described as a garden studio building and will be partially timber clad with a green lichen or sedum roof. Members **resolved** to leave to planning.

11 BROUGHTON NEIGHBOURHOOD PLAN

Members noted that Broughton Parish Council have submitted a Neighbourhood Plan and **resolved** not to make a formal response.

12 FINANCIAL STATEMENT 1st April – 30th April 2017

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

13 INSURANCE

Members considered the insurance proposal and determined that it met the requirements for the forthcoming year. Members **resolved** to renew the policy at a cost of £347.57.

14 NEW NOTICEBOARD

Members **resolved** to purchase a recycled plastic Notice Board for Catforth as the old one is damaged beyond repair. Estimates were provided to illustrate that the recycled plastic is only marginally more expensive than a wooden board.

15 PARISH LENGTHSMAN VAN SIGNS

Members noted that the Lengthsman has returned the vehicle signs and these are considered suitable for the new Lengthsman's vehicle. The signs were left in the mortuary building and it was noted that the keys have not been returned. Members **resolved** to make enquiries to change the lock on the door.

16 ACCOUNTS FOR PAYMENT AND RECEIPTS

Members noted that £11.29 (Pension) and £24 (website) are deducted by Direct Debit. Members noted the receipt of the precept £26,375 and £67,665.20 in CIL monies

a) Members noted that there is currently £127,305 of CIL monies in the bank account with £55,000 being the amount required for immediate expenditure. Members **resolved** to transfer £50,000 to the CCLA account.

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

Admin expenses Jan – Mar 17	£55.22	BACS
Clerk's May Salary	£1004.16	BACS
HMRC PAYE	£104.20	CQ 1210

Employer Nat Ins Apr	£59.81	CQ 1211
Parish Lengthsman Contract	£705.00	CQ 1212
Replace mower drive belt	£45.86	CQ 1213
AON Insurance Renewal	£347.57	BACS

17 UPDATE ON CIL ITEMS

Further to the update at the April meeting, Members noted the following

- **Highways** – Further to Min 163 Cllr Morgan spoke to an officer at LCC who apologised for not responding to the emails and confirmed they would investigate how the matter can be progressed. As no further replies have been received, Members **resolved** to send an email to senior officers in accordance with **Min 163**.
- **Play Area** – Members noted that work had started on the play area and should be complete in 2 weeks
- **Green space** – Members noted that Whittingham Parish Council have submitted a Freedom of Information request to ascertain how the City Council allocated £50,000 to their budget from Parish Councils. The cost of maintaining / transferring the land at Woodplumpton is still not known.
- **War memorial** – Members noted that work has started and Cllr Entwistle is in regular contact with the contractor regarding the completion. As the wooden planters (provided by the war veterans) will be replaced by stone beds it was agreed to ask Catforth Village Hall committee if the planters can be incorporated in their scheme to improve the entrance and surfacing around the memorial at Catforth.
- **Catforth Village Hall** – Members noted that quotes and drawings are required before the matter can be discussed further.
- **Defibrillator** – Subject to trainers and room availability, the suggested dates are Sat 24th June for Woodplumpton and Sat 8th July for Catforth. These dates will be included in the Summer Newsletter. It was **resolved** that the sessions will be a drop in arrangement with no need to book.

18 CPRE AGM

Members confirmed they were not available to attend the CPRE AGM.

19 BOUNDARY COMMISSION REVIEW

Members **resolved** to wait for draft plans to be circulated in September before replying to the Boundary Commission review of City Council wards.

20 SUMMER NEWSLETTER

The June Newsletter will include the Chairman's report, a financial report and dates for the defibrillator training. Members requested information for residents to contact LCC regarding traffic measures in both villages and details of how to report potholes and hedge complaints. An article on the change of lengthsman will also be included.

21 DATES OF FUTURE MEETINGS

Members **resolved** to approve the following meeting dates. The Clerk will book the rooms and update the website.

CATFORTH

19th June 17

18th September 17

20th November 17

19th February 18

16th April 18

21st May 18 Annual Parish / Annual Parish Council meeting (Catforth)

WOODPLUMPTON

17th July 17

16th October 17

15th January 18

19th March 18

END

Following the meeting the Clerk was requested to report an overgrown hedge opposite the former post office in Woodplumpton and enquire if a bin can be installed at the end of Whinneyfield Lane.