



WOODPLUMPTON PARISH COUNCIL
MINUTES OF THE REMOTE ZOOM MEETING
HELD ON MONDAY 15th MAR 2021

PRESENT

Chairman: Cllr M Greaves
Councillors: Cllr M Entwistle. Cllr P Entwistle
Cllr B Probin Cllr M Stewart
Public: Representative of Woodplumpton District Club

CHAIRMAN'S INTRODUCTION, SOUND CHECK AND VOTING INFORMATION

The Chairman 'hosted' the meeting and ensured that everyone could be seen and heard. He informed the public that whilst they may only participate during public participation, they may stay and observe the rest of the meeting if they wished to do so.

APOLOGIES FOR ABSENCE

Apoloiges were received from Cllr B Dalglish and Cllr S Yates.

APPROVAL OF MINUTES

MIN 20/131 It was **resolved** that the Minutes of the Parish Council Meeting held on 15th Feb 2021 and the Minutes of the Extra-Ordinary meeting on the 1st March 2021 were a true record.

DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

There were no declarations of interest.

PUBLIC PARTICIPATION

Mr Watson confirmed that he had submitted a CIL request for a toilet for the disabled at Woodplumpton District Club. The matter was discussed under the Agenda item but an adjournment covered the following points.

The Club is a registered charity and operates on a Members only basis for tennis and bowls however, other organisations can hire the club which increases the number of people using the facility. The existing toilet is not big enough to modify and an extension will be required. It was acknowledged that the facility should have been provided when disability regulations came into force, but at the time, the Club did not feel it was necessary.

NW PRESTON SCHOOL PROVISION

At the February meeting, Members considered a requested from Catforth School for funding for a new classroom. Members noted that LCC has already secured funding for additional school places as a result of the new development and under **MIN 20/118** Members resolved to contact LCC to request that funds be released to support Catforth School's request. Members noted that LCC have replied that *delivery of a new school in NW Preston has been complicated by a fluctuating birth rate and that housing development has not come forward to planned timescales*, however, they confirmed that *they will engage directly with the local head teachers before commissioning additional places* but also stated that *to act too soon, would destabilise existing schools*. A Parish Councillor stated that Woodplumpton primary school was also oversubscribed with 50 applications for 15 places. **MIN 20/132** It was **resolved** that the Parish Council has fulfilled its commitment to raise the matter with LCC and given that LCC have confirmed they will engage directly with head teachers, no further action was proposed.

PLANNING APPLICATIONS BEFORE COUNCIL

MIN 20/133 Members **resolved** to note the routine planning applications considered under delegated authority and considered the following applications which were not routine.

06/2020/1241 Erection of 3no. agricultural buildings with associated farmyard area and farm track on land off Hollowforth Lane, Woodplumpton, Preston.

Members noted the summary of the application on the delegated comments report and noted that the Canal and River Trust have been consulted. **MIN 20/134** Members **resolved** to support the creation of a new farmstead in a rural area providing the applicant can satisfy the Trust's conditions to advise them of any abnormal loads using Moon's bridge.

06/2021/0269 Building and glasshouse for use as a research laboratory, change of use of existing barn to offices and existing storage barn to workshop / store. Siting of a biomass fuel burner within existing building with car parking and manoeuvring areas at Crowhall Farm, Newsham Hall Lane.

With regards to the existing and proposed structures at the site, Members considered that the structures will not have an impact on the local countryside as the site is located next to the railway line and is set well back from the road. The Clerk clarified that pre application discussions took place with Environmental Health and the Design & Access Statement confirms that noise generation would be at office levels and processes would not generate any fumes or require extract systems that would be a nuisance to neighbours. With regards to traffic, 3 staff will travel to and from the site and it is envisaged that 1 No 7.5 tonne vehicle would visit the site each week.

MIN 20/135 Members **resolved** to support the application as it would regenerate a disused farmstead and would provide a local business enterprise which grows various crops for the research and development of new agricultural products to enhance crop production. It is considered that this type of venture is best suited to a rural parish.

FINANCIAL STATEMENT

Members confirmed that the accounts and February bank statements had been reconciled.

CATFORTH / WOODPLUMPTON SIGN BOARDS

Members noted that the Catforth sign is being manufactured in accordance with **MIN 20/98**, however, the quote was priced on the assumption we would be purchasing 2 boards – one for Catforth and one for Woodplumpton. **MIN 20/136** As the Catforth information has been signed off, Members **resolved** to request an invoice for the Catforth board on the basis that the Woodplumpton board will be ordered shortly. Cllr Greaves will check the progress made by Cllr Walker and will liaise with Cllr P Entwistle to finalise the details for the Woodplumpton board.

ACCOUNTS FOR PAYMENT

MIN 20/137 Members **resolved** to approve the following accounts for payment

DETAILS	PAYEE	AMOUNT
Mar salary	Mrs J Buttle	£1157.13
PAYE	HMRC	£103.54
Employer N Ins	HMRC	£77.21
Lengthsman wks 47- 50 & bird nuts	B Hill	£766.99
Ink cartridges (£49.58 to come from Whittingham)	Mrs J Buttle	£99.16
Electric bill for the Christmas lights	E-on	£21.47
2 Save a life Billboards	CPR Group	£598.00
DEFIB box Cottam Post Office	Wel Medical	£1,428

2020/21 INTERNAL AUDIT REQUIREMENTS

Members reviewed the Terms of Reference for the Internal Audit and the following Appendices

- A. Risk Management Strategy
- B. Risk Management Assessment Register
- C. Council's Asset Register
- D. Scope for the Internal Audit
- E. Effectiveness of the Internal Audit

MIN 20/138 Members **resolved** that the documents were up to date and appropriate to the Council's requirements. **MIN 20/139** Members **resolved** to approve Mr Slade as the Internal Auditor for 2020/21.

LENGTHSMAN CONTRACT

MIN 20/140 Members **resolved** to renew the Lengthsman's contract for 2021/22.

CIL UPDATE

Members noted a request from Woodplumpton and District Club for funding to build a new toilet for the disabled at a cost of £21,845. It was noted that they are looking at small grants and hope to contribute to the project from their funds. The background to the request is itemised under public participation. Members considered the request and advised that they have already taken the decision to 'ring fence' CIL monies for the traffic calming schemes and have other pending requests. **MIN 20/141** was **resolved** that the Council is unable to assist at the current time.

RETURNING TO FACE-TO-FACE MEETINGS

Members were informed that the legislation allowing Parish Council's to meet remotely will lapse on the 7th May 2021 and unless it is renewed, the Council will need to consider a return to face to face meetings. A briefing note was emailed to Members which sets out a variety of factors to consider, including the suitability of premises and undertaking appropriate risk assessments.

MIN 20/142 Members **resolved** to hold the Annual Parish Meeting remotely on the 19th April, before the legislation expires with the Annual Parish Council meeting taking place in May once an appropriate venue has been confirmed. It was felt the Village Hall may be acceptable and it was agreed that further discussions should take place.

NEWSLETTER

MIN 20/143 It was **resolved** that the Parish Council Newsletter will need to be issued in April to advise the date of the Annual Parish Meeting and a possible return to face-to-face meetings. Other articles will include the May election, details of how to report litter / fly tipping, an update on the Bartle Village application, community facilities in NW Preston and an appeal for residents to get involved in Catforth in Bloom. Members were requested to email any other articles.

TRAFFIC CALMING LEGAL AGREEMENT

MIN 20/144 As the agenda item relates to negotiations regarding a Legal Agreement, it was **resolved** that Members of the public be excluded under the Public Bodies Admission to Meetings Act 1960.

Following the extra-ordinary meeting on the 1st March, a remote meeting was held with LCC on the 10th March to discuss the plans for Catforth and progress the Woodplumpton scheme. Notes of that meeting have been circulated to Members. LCC will draw up a plan showing the arrangements on School Lane. LCC are looking at the possibility of resurfacing the lay-bys but not as part of the scheme. It was noted that the laybys in Catforth may not hold as many cars as anticipated and further enquiries need to be made regarding possible use of the Village Hall car park. Enquiries will also be made regarding the provision of a school crossing patrol.

Estates will progress the discussions regarding Whittle Hill and new plans are expected for the bus stop area in Woodplumpton. **MIN 20/145** Members felt enough progress had been made to hold an initial discussion with our Solicitors. Cllr P Entwistle will make the contact and the meeting will be attended by him, Cllr Greaves and the Clerk.

DATE OF NEXT MEETING

The next ordinary meeting is scheduled for **Monday 19th April 2021 at 7.00pm.**

COMMUNITY GARDEN TRUSTEES

The Parish Council acts as Trustees for the Community Garden and any decisions and actions must be recorded separately to the Parish Council decisions.

The Trustees **resolved** to renew the maintenance arrangements for the forthcoming year.