



WOODPLUMPTON PARISH COUNCIL

MINUTES OF THE REMOTE ZOOM MEETING

Held on Mon 19th APR 2021
after the Annual Parish Meeting which
concluded at 19.40

PRESENT

Chairman: Cllr M Greaves

Councillors: Cllr B Dalglish Cllr M Entwistle. Cllr P Entwistle
 Cllr B Probin Cllr M Stewart Cllr S Yates

Public: City Cllr S Whittam, Head teacher and Chair of Governors at Catforth School,
and 3 members of the public

CHAIRMAN'S INTRODUCTION, SOUND CHECK AND VOTING INFORMATION

As the meeting followed the Annual Parish Meeting, it had already been established that everyone could be seen and heard.

APOLOGIES FOR ABSENCE

There were no apologies for absence as all Members were present.

APPROVAL OF MINUTES

MIN 20/146 It was **resolved** that the Minutes of the Parish Council Meeting held on 15th Mar 2021 were a true record.

DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

MIN 20/147 Cllr Yates declared an interest in the use of Catforth Village Hall for future meetings as she is a member of the Management Committee.

MIN 20/148 During the closed part of the meeting, Cllr Probin declared an interest in the traffic calming proposals outside Catforth school as he is a Governor at the school.

PUBLIC PARTICIPATION

MIN 20/149 It was **resolved** that the meeting be closed for public participation.

Background information - At the February 2021 meeting, the Headteacher and Chair of Governors of Catforth School presented a proposal regarding a funding request for a new classroom. Under **MIN 20/118** Members resolved to write to LCC to request that they release S106 monies to finance the proposal. LCC replied that they will engage directly with local headteachers on the matter and under **MIN 20/132** of the March meeting, Members proposed no further action. LCC issued a further email on the 13th April which was copied to the school. In response to an email from the Headteacher, the Clerk confirmed that the April Agenda was full and LCC's reply would be considered at the May meeting.

Notwithstanding the above, the Headteacher addressed the Council and stated that LCC had 'misunderstood' the school's request and their reply hadn't addressed the issue as the classroom is required to provide space for existing children - not to create space for additional children. The Headteacher explained that the children were organised into year groups and due to the numbers in years 4/5/6, there was a need to put one of the year groups into a new classroom. In response to a question, it was confirmed that the school has 76 full time children and 6 nursery aged children, taking the number on roll to 82. Assuming the school's existing admission numbers were based on the space available, it was queried whether the nursery had impacted on the space available and it was questioned why there was a discrepancy between LCC's reply and the school's position that more space was needed. In response it was stated that LCC use net capacity – which means they include table space outside the toilets and in the library – not classroom areas.

The Clerk referred to the "*Suitability issue / non basic need*" paragraph in LCC's 13th April email which confirms that LCC have requested further clarification from the school regarding the space available. The paragraph continues by suggesting the school also contacts LCC's Capital Programme Team for funding advice.

Given that the matter was not on the Agenda – affording Members an opportunity to declare an interest in the matter – and given that Members did not have LCC’s email or the school’s reply in front of them, the Clerk respectfully suggested that the matter be brought to a close until it can be considered at the May meeting.

PLANNING APPLICATIONS BEFORE COUNCIL

Prior to the meeting, Members were informed that the Bartle Village application had been approved despite the Parish Council’s objections. Members noted that the City Council had used para 12 of the NPPF to depart from the Local Plan stating that *the character of the area will be fundamentally changed by the construction on the PWDR and the development can be considered as an urban extension to Preston.*

Referring to City Cllr Whittam’s report to the Annual Parish meeting, it was queried why the Right Honorable Ben Wallace MP had called the Whittingham applications before the Secretary of State, but had not called in the Bartle Village decision. As Cllr Whittam was not available, the Clerk stated that the Whittingham applications were in the middle of a village with many residents contacting the MP to object. Unfortunately, Bartle Village is on agricultural land and only 15 letters of objection were received. In addition, the Whittingham applications had gone to appeal so the decision can be questioned by the Planning Inspector or the Secretary of State.

MIN 20/150 it was **noted** that whilst the outcome is disappointing, there are no grounds to challenge the decision.

Also referring to City Cllr Whittam’s report to the Annual Parish meeting, it was questioned why the City Council only has one enforcement officer. This was considered completely inadequate due to the increase in houses and condition breaches caused by construction works.

Reference was also made to an enforcement case on Roots Lane where officers did not investigate the concerns due to Covid concerns. The Clerk stated that 2 matters had been referred for enforcement investigations (as detailed on the email attaching the Agenda) and replies are not expected for 3 months.

Reference was also made to the City Council’s decision to refuse a dwelling on Benson Lane. The site - between Kitts Cottage and New House Farm - was not considered to be an infill plot, yet a larger plot in the same gap had been approved as infill for 2 houses. The Clerk confirmed that the City Council has not yet replied to the query.

MIN 20/151 Members **resolved** to ask why the number of enforcement staff cannot be increased and that the Clerk chase up the infill reply.

The Clerk outlined the delegated planning comments for April which included an objection to 14 dwellings at Lawton House Farm. Although the site has outline planning permission, the proposal does not include any affordable housing and states that treated foul and surface water will be discharged in to Bartle Brook.

It was stated that whilst LCC had been identifying and jetting the drains around the Moss Lane / Rapley Lane area, the flooding problem appears to be caused by too much water flowing through old systems which are not fit for purpose. To add even more water to the brook will simply exacerbate the situation. It was also stated that water courses are ‘controlled’ by the Environment Agency who can take action.

MIN 20/152 It was **resolved** to approve the delegated planning comments for April. The Clerk was also requested to check whether Catforth had been included in the Making Space for Water meeting which should be attended by officers from LCC, the Env Agency and the City Council.

NEIGHBOURHOOD PLAN UPDATE

Members **noted** that the Consultant had completed the Basic Conditions Statement but disappointingly, the City Council did not consult the statutory bodies on the Strategic Environmental Assessment (SEA). Although this has been done now, their replies are not expected until the 19th May. If they reply earlier, the final plan can be brought to the May meeting for Members to approve the final submission to the Inspector. The Clerk advised that as the Grant allocation had to be spent before the 31st March, the Consultant has been paid for the Basic Condition Statement, but payment for assessing the SEA replies has been withheld until he can complete the section delayed by the City Council’s error.

ACCOUNTS FOR PAYMENT 2020/21

MIN 20/153 Members **resolved** to note and approve the following accounts which were paid before the financial year end in accordance with standing order 28 (b) & (c)

Mower service MIN 20/124	£96.21	BACS	Ref 102
NHP Grant Payment to Consultant	£3,370.00	BACS	Ref 103

FINANCIAL STATEMENT

Members **noted** that the end of year accounts had been reconciled and a financial report was presented to the Annual Parish Meeting held earlier. The accounts will now be submitted to the Internal Auditor so that the Annual Governance Assurance Review can be presented to the Annual Parish Council to be held in May.

ACCOUNTS FOR PAYMENT 2021/22

MIN 20/154a Members **resolved** to note and approve the following accounts already paid in accordance with standing order 28 (b) & (c)

DETAILS	PAYEE	AMOUNT
Install Post Office defib device MIN 20/123 Feb	Perfect Homes	£250.00
Magnetic Van signs MIN 20/124 Feb	MG Creative media	£75.00

Members noted that the Clerk's Tax code and pension contributions have been adjusted in accordance with the new tax year. **MIN 20/154b** Members **resolved** to approve the following accounts for payment.

DETAILS	PAYEE	AMOUNT
CPRE Renewal	CPRE	£36.00
Printing of Spring Newsletter	Preston Council	£173.75
500 envelopes for the Newsletter	J Buttle	£22.64
Delivery of Newsletter	JPP Media	£117.00
Apr salary	Mrs J Buttle	£1160.11
PAYE	HMRC	£101.94
Employer N Ins	HMRC	£76.52
Lengthsman	B Hill	£750.00

MIN 20/155 Following the problems with last year's Data Protection renewal, Members **resolved** to authorise payment by direct debit at a discount of £5.00.

RENEWAL OF LALC MEMBERSHIP 2021/22

The Parish Council subscribes to the Lancashire Association of Local Councils which provides training, advice and information on local and national policies. The subscription is based on the number of electors in the Parish. **MIN 20/156** Members **resolved** to renew the Membership which includes a contribution towards the provision of Secretary for the Area Committee.

RETURNING TO FACE-TO-FACE MEETINGS

Members were informed that the Parish Council may need to revert back to face to face meetings from the 7th May and in order to comply with social distancing and Covid restrictions, at the March meeting, it was suggested that the May Annual Parish Council meeting be moved to Catforth Village Hall pending further enquiries. It has since been established that whilst the Hall may be used, it is booked on Mondays. It was noted that as a condition of the hire, Members will be responsible for sanitising the chairs & tables, door handles, light switches and any other surfaces used. Entrance and exit arrangements will need to be documented and all those attending – including members of the public - will be required to comply with any Covid rules. It was further noted that as the Hall does not have WIFI facilities, a hybrid meeting may not be possible.

MIN 20/157 Following a comprehensive discussion, it was **resolved** that the Annual Parish Council meeting will be held in Catforth Village Hall on Tuesday 18th May with the Clerk, Cllr P Entwistle and Cllr Yates (in a dual hatted role as a Member of the Village Hall Committee) completing the necessary risk assessments which will be circulated to all prior to the meeting.

Assuming the May meeting is held successfully, the June and July meetings will also be held in Catforth Village Hall with the situation being reassessed in July. It was **noted** that there would be no charge for the room, however if the use continues into the winter months, a contribution may be required to cover the heating costs.

END OF YEAR CIL REPORT

MIN 20/158 Members **resolved** to approve the end of year CIL report for 2020/21 and **noted** the receipt of £30,909.43 in CIL monies for April 2021. It was questioned whether the amount paid was dwindling due to building work not commencing. The Clerk will investigate what phase the developers have reached for each site.

CANAL PATH SURFACE

Members were informed that Barton Parish Council had approached the Canal & River Trust regarding a suggestion to improve the condition of canal paths by adding stones / chippings to well used paths to reduce the mud and make them more accessible in wet weather. It was also noted that a similar request had been made to improve the tow path around the Jolly Roger but it is understood that the Canal & River had replied that the path would need to be adopted by the interested party. Members felt that it was a good idea in principle and could be added to the CIL pending list. **MIN 20/159** Members **resolved** to contact Barton Parish Council to see how far they had got with the request.

TRAFFIC CALMING LEGAL AGREEMENT

MIN 20/160 As the agenda item relates to negotiations regarding a Legal Agreement, Members resolved to exclude members of the public under the Public Bodies Admission to Meetings Act.

Woodplumpton - An update was provided on the financial costs relating to Whittle Hill and concern was expressed that an engineer had suggested to residents that LCC were making plans to change certain elements of the scheme and it was noted that a plan regarding the bus stop area and the area outside the school had not been received.

Catforth – The Agenda requested that Members consider a suggestion to use the Village Hall for parking and investigate whether a school crossing patrol could be provided. However, it was agreed to wait until LCC produce the amended plan of the revised scheme which can be discussed with the school as detailed in the Minutes of the Annual Parish Meeting.

Legal Agreement – further to **MIN 20/115** an initial meeting was held with the Solicitors on the 31st March. A client care letter was produced and issued to all Members on the 8th April. Members individually emailed their agreement to proceed in accordance with the cost and details in the letter. The necessary paperwork was signed and returned to the solicitor on the 9th April. **Min 20/161** Members ratified the decision taken by email and noted that the solicitor has been asked to provide confirmation that they have contacted LCC.

MIN 20/162 It was **resolved** that the Clerk would contact LCC to request an update on the situation at Whittle Hill, question the comments in relation to the Woodplumpton scheme and request the revised plans for both Catforth and Woodplumpton. In addition, the Clerk will chase up an outstanding response relating to when the Woodplumpton TRO can be issued.

DATE OF NEXT MEETING

The next meeting will be the Annual Parish Council meeting which is likely to be a face-to-face meeting in Catforth Village Hall on Tuesday 18th May commencing at 7.00pm. The Clerk confirmed that donation requests will be considered at this meeting.

Following the meeting, concerns were expressed regarding the state of the roads around Sandy Lane etc which are being ripped to pieces by construction traffic. It was noted that individual pot holes can be reported on LCC's website but, the damage is so extensive the roads need resurfacing. The Clerk agreed to raise the matter with the County Councillor following the May elections. The Clerk will also contact the successful candidate for Plumpton Ward and will try to arrange an induction prior to the May meeting.

Reports of smells from Ambrose Hall Farm are still being received. The latest reply from the Environment Agency states that they have requested further information regarding how they intend to bring their activities back within regulatory compliance. The email will be circulated to Members and a further update will be requested.

END