



WOODPLUMPTON PARISH COUNCIL

MEETING HELD IN THE LIBRARY,
WOODPLUMPTON PRIMARY SCHOOL
WOODPLUMPTON ROAD, PRESTON
ON MONDAY 20TH NOV 2023 at 7.00pm

PRESENT Chairman Matthew Greaves
Councillors: Pauline Bamber Paul Entwistle Maureen Entwistle
John Green Barry Probin Martin Stewart
Mrs J Buttle (Parish Clerk)

5 members of the public as detailed on the attendance log.

APOLOGIES

Apologies were received from Parish Cllr Daniel Guise

APPROVAL OF THE MINUTES of the Parish Council Meeting held on 16th Oct 2023.

Members noted that the Clerk had corrected page 2 of the draft Minutes to state the monitoring tubes were laid on a bend on Moorside Lane not Newsham Hall Lane.

MIN 23/24.94 With the amendment, Members **resolved** to approve the Minutes as a true record.

DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

There were no declaration of interests.

PUBLIC PARTICIPATION

MIN 23/24.95 It was **resolved** that the meeting be adjourned for public participation.

MIN 23/24.81 of the October Minutes requested that the Clerk contact Highways to query if the hedge along Newsham Hall Lane can be replaced with a fence to improve visibility. A member of the public queried which hedge was being referred to and this was explained by Members.

The October Minutes also state that Whittle Hill is being closed to provide a safe route for pedestrians and cyclists and prevent it being used as a rat run. A member of the public asked if it would be cheaper to simply resurface the road. Members replied that the resurfacing of roads is a matter for LCC Highways and as the closure of Whittle Hill was part of several measures to deliver the overall traffic calming scheme, a like for like cost analysis was not available.

In response to further questions by the resident, it was explained that an independent safety audit is carried out on the proposals and all parties must be agreed that the scheme is the best and safest solution for all highway users.

The resident repeated previous concerns that he had not been personally approached for his views. The Clerk referred to the October Minutes and read out bullet point 1 in relation to Whittle Hill which confirms that LCC's Cabinet Members considered a late objection citing a negative impact on a business however they still decided to approve the Traffic Regulation Order to proceed with the works. Consequently, the resident should direct his complaint to LCC's cabinet members, not the Parish Council.

The resident responded in an inappropriate, personal and disrespectful manner so the Chairman suspended the meeting and the member of the public was requested to leave.

After a temporary adjournment, a member of the public asked if there were any proposals to erect Speed Indicator Devices in the village. It was confirmed these have been added to the CIL ideas which will be taken forward in the New Year when the new Clerk is in post.

It was noted that whilst the E-W link and the PWDR have pavements and cycle paths, no bins have been erected. It was noted that LCC will not add any additional infrastructure until the roads have been opened and pedestrian and traffic movements have been monitored for a year.

The Clerk was requested to establish if there were any updates regarding the flooding situation on Sandy Lane. As there were no further matters raised, it was **resolved** that the meeting be reconvened.

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TRAFFIC CALMING

Woodplumpton Village

MIN 23/24.79 of the October meeting requested that the Clerk compose a summary of the Woodplumpton traffic calming concerns, so that a complaint regarding the gradients and the decision to lengthen the double yellow lines at The Orchard, can be issued to the Director of Highways and Transportation.

Members discussed the draft complaint circulated by the Clerk and added concerns that whilst the Council had paid for the complete scheme, Whittle Hill had still not been delivered. In addition, the Parish Council had paid for the removal of the double yellow lines at The Orchard on the 23rd October and the works had still not been done.

In compiling the complaint, the Clerk referred to previous correspondence whereby the Parish Council had already raised concerns with the Director of Highways and Transport. Members also noted that as an invoice had been issued for the gradient works, this would probably need to be paid before the complaint was resolved.

MIN 23/24.96 Members **resolved** that the Clerk reiterate the Parish Council's concerns and submit a complaint to establish exactly what works had been carried out to alter the humps.

Other updates.

Further to MIN 23/24.81 an email has been sent to Highways District Lead to request that the hedge on **Newsham Hall Lane** is replaced by a fence.

LCC have issued a revised TRO for the **Whittle Hill** closure with the dates stated as operative between the 11th and 22nd Dec 2023.

As LCC are yet to respond to the query regarding the Catforth invoice, the CCLA transfer is still on hold and the Catforth invoice has not yet been paid.

LENGTHSMAN'S JOB ROLE

Under MIN 22/172 of the March meeting, Members resolved to pay an additional 4hrs a week for the Lengthsman to carry out litter picking during the summer with the decision to be reviewed. The Clerk provided Members with a full analysis of the tasks the Lengthsman had been completing under the contract, including photographic evidence of the litter collected.

As grass mowing and strimming duties decline in the winter months, Members debated whether the time spent on those activities could be transferred to litter picking, thereby minimising the need for any additional hours. However, it was noted that more litter is exposed as the vegetation dies back. It was also questioned if the additional 4hrs could be spent covering the new estates which are supposedly covered by the Land Management Agencies.

MIN 23/24.97 Following a proposal, it was **resolved** that the additional 4hrs should still be paid to the Lengthsman to carry out maintenance on the new estates. Photographic evidence will be collected separately to illustrate the extent of the problem, partly so that new bins can be requested and partly so that the Land Management Agencies can be approached to ask why they are not providing the service residents are paying for. The additional cost will continue to be funded by CIL interest and the matter will be reviewed when the Lengthsman's contract is reconsidered in April.

2022/23 FINANCIAL STATEMENT 1st April – 31st OCT 2023

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

CIL FINANCES

MIN 23/24.98 Members **resolved** to approve the CIL finance sheet, noting that the CIL payment for October was £56,760.53

INFLATIONARY PAY INCREASE

The Clerk is employed on the National Joint Council terms and conditions for Local Government staff. The NJC have announced an increase to the pay scales stating that it is to be backdated to 1st April 2023.

23/24 MIN.99 As the increase relates to a contractual agreement, Members **noted** the change and approved the calculation of the backpay.

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ACCOUNTS FOR PAYMENT

23/24 MIN.100 Members **resolved** to note and approve the following accounts already paid in accordance with Standing Order 2023 15 (b) xii

Min 23/24.36 Training course New Cllrs & Clerks	LALC	£35.00	Ref 79
Min 23/24.36 Training course Planning for Parishes	LALC	£40.00	Ref 80
B Hill Community Garden invoice October	B Hill	£225.00	Ref 81
B Hill Lengthsman weeks 28 - 31	B Hill	£1216.00	Ref 82
Min 23/24.89 Plants £45 & moss killer £35.79	B Hill	£75.79	Ref 83
Min 23/24.89 Poppies war memorial	B Hill	£12.00	Ref 84

23/24 MIN.101 Members **resolved** to approve the following accounts for payment

Parish Greenspace Contribution	City Council	£814.00	BACs
Clerk's Nov Salary including backpay	J Buttle	£2079.73	BACs
HMRC PAYE	HMRC	£492.10	BACs
Employer Nat Ins	HMRC	£255.65	BACs

Members **noted** that Easy websites will be increasing their fees by 10% from January 2024 and the monthly **direct debit** will increase from £27.60 to £30.36. This has been factored into the budget.

CONSIDERATION OF 2024/25 BUDGET ITEMS

At the October meeting, Members identified new budget items for consideration. The Clerk produced a draft budget to reflect the points identified along with any increases to existing and proposed costs.

23/24 MIN.102 As a result of the changes presented, Members **resolved** to agree a **draft** budget of **£52,555** Members will be required to set the Precept and confirm how the budget will be financed at the January meeting.

AMBROSE HALL FARM

Members noted a concern that broilers are being reared at Ambrose Hall Farm despite the Environment Agency revoking the Licence.

23/24 MIN.103 It was **resolved** that the Clerk write to the Environment Agency to check if a Licence is in place. Until the situation is clarified, any odour complaints are to be referred to Environmental Health who deal with unlicensed premises.

PLANNING APPLICATIONS BEFORE COUNCIL

23/24 MIN.104 Members **resolved** to note and approve the Nov delegated planning comments which included a concern regarding an agricultural building at Far Furlong on Blackleach Lane.

NEIGHBOURHOOD PLAN

Members noted that the Referendum on the Neighbourhood Plan will be held on Thursday 11th January 2024. Members questioned if residents could vote by post. The Clerk will check with the City Council who handle the Referendum process. Members were requested to **note** guidance from the Planning Consultant confirming that the Parish Council may not promote a 'Yes' vote.

23/24 MIN.105 Members **resolved** to approve the final invoice of £1,650 for the consultant's work.

NEW CORRESPONDENCE / UPDATES

Members **noted** the following issues

- **Hedge cutting request** - Cllr Bamber confirmed that she had replied to a query relating to hedges on Sandy Lane / Bartle Lane.

- **Councillor email addresses** – the Council has a council.org.uk email address, however, Councillors have stated a preference to use personal email addresses rather than Cllr identifiable ones. The Clerk sent an email on the 18th October advising that the new audit regime requires that Cllrs should have a Council email address. The matter has been **deferred** as one of the processes to be explained and if necessary, actioned by the new Clerk in the New Year.
- **Standing Orders** - A request was received to put a reminder of Standing Orders on the agenda, however the request has been **deferred** as any review will be beneficial to the new Clerk and it can be undertaken in the New Year.
- **Standards Complaint** - The Clerk has been informed that the City Council's Monitoring Officer has received a complaint stating that a Councillor has used the Cllr title in a capacity not related to Woodplumpton Parish Council. The complaint is being handled by the City Council however, as the Parish Council's complaint policy requires that the Parish Council is made aware of the complaint, Members **noted** the information.
- **Broughton Primary school proposed expansion** – A consultation has been received on the proposed expansion of Broughton School. Members requested that the Clerk request an update on the consultations to provide new schools in NW Preston.

UPDATE ON THE CLERK VACANCY

Further to MIN 23/24.75 of the September meeting, the job role was agreed and advertised by the Councillors processing the vacancy. CVs from 30 interested applicants were forwarded to the Councillors and Cllr P Entwistle confirmed that 3 have been selected for interview.

DATES OF FUTURE MEETINGS

Members are requested to note the next meeting will be held on **Monday 15th Jan 2024** in Woodplumpton Primary School.