



WOODPLUMPTON PARISH COUNCIL

MEETING HELD IN

LEIGH GALLERY, PRESTON GRASSHOPPERS
LIGHTFOOT LANE, PRESTON

ON MONDAY 20th JUNE 2022 at 7.00pm

PRESENT: Chairman Cllr M Greaves
Councillors: Cllr M Stewart Cllr S Yates

City Cllrs S Thompson and K Middlebrough, 3 residents and Mrs J Buttle, Parish Clerk

ELECTION OF CHAIRMAN

Under the Local Government Act 1972 s15 (1), the first business of the Annual Parish Council meeting must be to appoint a Chairman. Under MIN 22/01 of the May meeting, Members resolved to elect Cllr Greaves as Chairman. As the Clerk was not present at the May meeting, Cllr Greaves signed the Declaration of Acceptance of Office.

APOLOGIES

Apologies were recorded for Cllr M Entwistle, Cllr P Entwistle, Cllr P Bamber, Cllr B Probin and Cllr B Dalglish. Apologies were noted from County Cllr S Whittam.

ANNUAL PARISH MEETING MINUTES

The Chairman signed the Minutes of the 19th April 2021 Annual Parish Meeting.

MIN 21/22 Members **resolved** to note the draft Minutes of the 16th May 2022 Annual Parish Meeting and confirmed that a resident and the police were present. The Minutes will be signed at the May 2023 Annual Parish Meeting.

APPROVAL OF THE PARISH COUNCIL MINUTES

Under MIN 22/04 of the May meeting, Members resolved to approve the Minutes of the 25th April 2022 Council Meeting. The Chairman signed the Minutes as a true record.

MIN 22/23 It was **resolved** that the Minutes of the 16th May 2022 Annual Council Meeting be approved and signed as a true record.

TO ACCEPT DECLARATIONS OF INTERESTS

The Clerk clarified that Councillors with a personal interest may speak on the matter during public participation, however they must also consider whether the interest is personal or prejudicial. If a member of the public, with knowledge of the relevant facts, thinks the personal interest has prejudiced the Councillor's decision, the personal interest becomes a prejudicial interest and the Councillor should not participate in the vote.

Cllr S Yates stated she had given the matter considerable thought and declared a personal interest in the planning applications at Lewth Lane. The Clerk confirmed that on that basis, the Council was quorate to make a decision on the applications.

APPOINTMENT OF COMMITTEES / REPRESENTATIVES

Under MIN 22/11 of the May Parish Council meeting, Members requested a report on the activities and purpose of the Daniel Houghton Charity before appointing a representative. As Cllr B Probin, the current representative, had given his apologies a report was not available. Cllr S Yates, expressed an interest in the role but as she will not be available for the July meeting, she proposed that the matter be deferred until September.

MIN 22/24 Members **resolved** that the appointment be deferred to the September meeting where a written report will be requested to prevent any further delays.

PUBLIC PARTICIPATION

MIN 22/25 it was **resolved** that the meeting be adjourned for public participation.

It was noted that Cllr P Entwistle wished to question why an out of office message or alternative phone number is not published when local police officers are unavailable. As the police were not present, the question will be carried forward to next month.

The Clerk read out an objection letter relating to the Lewth Farm applications as the objector was unable to attend the meeting.

A different resident addressed the Council to outline concerns regarding the applications.

It was stated that all the applications at the site should be looked at collectively taking into account the recent appeal decision and enforcement action.

It was also stated that although the Planning Statement declares that the gym is for personal use, anyone can join and directions are on the gym website. Residents experience problems with the volume of traffic attending the site particularly as the access is shared.

It was reported that a dyke had been filled in to widen the access and it was noted that this has been reported to the County Council.

The resident believes that the applicant is attempting to turn the site into a commercial / leisure use, inappropriate to a rural area. It was stated that there are recognised zones for different business uses and it was questioned why the activity can't be located elsewhere.

The Chairman referred to the Parish Council's objection to a sports complex on Brierley Lane and stated that planning policy supports the diversification of rural farms. No weight is attached to the fact the application is retrospective and the Parish Council can only assess the application on the information submitted. If the use is not as described, it is up to the City Council to clarify the situation and ensure compliance.

As the residents have personal experience of the difficulties associated with the applications, the Clerk suggested that they approach the City Councillors to call the applications before planning committee so that they can explain the difficulties in person.

Cllr S Thompson stated that as he was a substitute member on planning committee, he could not speak on the applications, however Cllr K Middlebrough agreed to discuss the matter with the residents and the meeting was reconvened.

PLANNING APPLICATIONS BEFORE COUNCIL

Members considered application **06/2022/0446** Change of use of 1no. agricultural building to home gym (Retrospective) and **06/2022/0447** Change of use of stables to office (Class E(g) at Lewth Farm, Lewth Lane.

The Clerk stated that as the applications are retrospective, it is difficult to piece together the original intention and purpose of the buildings, however, the Parish Council has been advised that weight cannot be attached to the retrospective aspect and the Rural Development SPD clearly allows for the re-use of permanent rural buildings.

As stated during public participation, the application clearly states that the gym is for the personal use of the applicant and his family and must be considered on this basis.

With regards to the office use, whilst an earlier application was dismissed on appeal in Nov 2020, the reason for refusal related to highway concerns in connection with the B8 use for a distribution centre. It is important to note that there is no B8 use included in this new application, which states that there are only 3 – 4 staff present at any one time and the administrative nature of the business means they do not get regular visitors or deliveries which would increase the traffic flow.

MIN 22/26 Based on the above points, it is considered that both applications comply with the Rural Development SPD and Policy EN1 of the adopted Local Plan. However, as residents have expressed strong concerns regarding the proposed use, the increase in traffic and noise, Members **resolved** to leave both applications with planning officers to ensure that a full investigation is carried out into the residents' concerns.

DELEGATED COMMENTS

Members were reminded that the Council has 21 days to comment on planning applications. Currently the Clerk assesses applications as they are received and completes a delegated report summarising the application along with a suggested recommendation which Members can amend or add to under the agenda item. Complex and non-routine applications are added to the agenda.

The above practice makes it easier for the Clerk to consider and respond to applications as and when they are received rather than having to submit several comments immediately after the meeting. In addition, it is much easier to use the reports to refer back to previous comments rather than searching for the application or the Minute reference number.

MIN 22/27 Members were reassured by the confirmation that additional comments can be made under the agenda item and **resolved** to continue with the current procedures which will be reviewed annually at the May Annual Parish Council meeting.

MIN 22/28 Members **resolved** to approve the delegated comments for June.

2021/22 INTERNAL AUDIT REPORT

Members noted that there were no causes for concern identified on the Internal Audit Report, however, quarterly budget reports should be signed by the Chairman and dual authorisation should be in place for all electronic payments.

MIN 22/29 Members **resolved** to approve the Internal Audit report.

2021/22 END OF YEAR REPORT AND ANNUAL RETURN

The Clerk presented the end of year financial report which included the Annual Governance and Accountability Return. (AGAR).

MIN 22/30 Members reflected on the effectiveness of the internal audit and **resolved** to complete and approve the Annual Governance Statement which was signed by the Chairman and Clerk.

MIN 22/31 Members considered the end of year financial report and **resolved** to approve the Accounting Statement which was signed and dated by the Chairman. The Audit will now be forwarded to the External Auditor. Members noted that the period for the exercise of public rights has been advertised as the 13th June to the 22nd July 2022.

2022/23 FINANCIAL STATEMENT 1st April – 31st May 2022

The Clerk explained an underpayment of £46.80 to HMRC which will be rectified this month. The Chairman verified that the accounts and bank statements have been reconciled.

ACCOUNTS FOR PAYMENT AND RECEIPTS

Members **noted** the receipt of the Precept **£42,069**

MIN 22/32 Members **resolved** to note and approve the following invoices already paid following the May meeting, in accordance with standing order 15 (b) xii

Delivery of Spring Newsletter	£156.60	BACS	REF 23
Postage of spring newsletter	£363.80	BACS	REF 24
Internal Audit fee	£125.00	BACS	REF 25
Lengthsman weeks 5-8 & wood stain	£926.00	BACS	REF 26

MIN 22/33 Members **resolved** to approve the following accounts for payment.

Clerk's June Salary	£1170.50	BACs
HMRC PAYE June (Inc £46.80 error)	£158.68	BACs
Employer Nat Ins June	£83.70	BACs

HOLLOWFORTH MUSIC FESTIVAL - DONATION REQUEST

MIN 22/34 Members **resolved** to make a donation of £100 to the Hollowforth music festival under S145 of the LGA 1972 which relates to the provision of entertainment and support of the arts.

LCC PARISH CHARTER

LCC has created a Charter which sets out how LCC and Parishes can 'work together better'. Although the document is not intended to be a service level agreement, it can be used to request support and assistance on LCC matters.

MIN 22/35 Members **resolved** to note the Charter and refer to it when experiencing difficulties on LCC matters.

TRAFFIC CALMING

Woodplumpton – Members **noted** that in an email dated the 15th June, LCC advised that the Traffic Regulation Orders for the Woodplumpton scheme would be ready in 3 weeks and they will provide confirmation of the publication date.

Catforth – MIN 21/180 of the April meeting, confirms that the Catforth Legal Agreement should not be signed until the results of the safety audit are known. The safety audit team has provided some feedback, which included concerns about the need to move a telegraph pole. Cllr P Entwistle questioned this with LCC but they are yet to respond to his comments. As Cllr P Entwistle was not present, a further explanation could not be provided and the Clerk suggested that the matter be added to the July agenda so that Members can consider the signing of the legal agreement.

Parking at the Orchard – A site meeting took place on the 24th May with the officer dealing with the matter saying it will take 6 – 8 weeks for the new plan to be drawn up. Consequently, it is hoped that the plan will be available for the July meeting.

Cllr K Middlebrough also stated that he hoped the Police Crime Commissioner would have more information on the measures to alleviate the traffic concerns at Moorside Lane for the July meeting.

TAYLOR WIMPEY ROUNDABOUT

Several letters have been received from a resident on Hoyles Lane expressing concern that a bus stop has been moved and that the Parish Council should campaign for solar panels to be added as a planning condition on commercial premises. In addition, he has requested that the roundabout at Nog Tow is grassed over to compensate for the loss of trees felled to create the housing estate.

The Clerk has replied that the bus stop query should be referred to LCC and Preston City Council decides if and when planning conditions are applicable. However, as Taylor Wimpey included the roundabout in their landscaping plans for the estate, it should not have been surfaced.

MIN 22/36 Members **resolved** to report the planning breach to the City Council.

UPDATES

Members noted that there were no updates on the odour issues at Ambrose Hall Farm and the Heritage report for the stocks is still being prepared.

Neighbourhood Plan Update – The Consultant has been exchanging emails with the City Council who have requested changes to ensure the document complies with City Council policies.

With regards to COM1, Woodplumpton's policy reads *the scale and location should be well related to the catchment area of the parish in order to satisfy the needs of the local population.*

It is suggested that we refer to the supporting text in the Core Strategy and add *we would expect it to be small scale given the size of the Parish.*

COM 2 reads *proposals involving the loss of a community facility **will be resisted** unless each is to be replaced by a new and improved facility.*

It is suggested that this is changed to *proposals involving the loss of a community facility **will only be supported** where the facility is to be replaced by a new and improved facility.*

MIN 22/37 Members **resolved** that as the changes are minor and as the City Council should have expressed their concerns when they were asked to comment on the initial consultation, Members would be strongly opposed to carrying out another consultation. If the City Council does not accept that the policy complies with the Core Strategy, or suggests that the document should be withdrawn and resubmitted because it has been 'changed,' it is suggested that the document be submitted to the examiner to avoid any further delays.

DATES OF FUTURE MEETINGS

Having confirmed the room bookings for the forthcoming year, Preston Grasshoppers have decided to charge a commercial rate of £120 per hire instead of the current rate of £30.

MIN 22/38 Members **resolved** that the increase did not represent good value for tax payers and the Clerk was requested to pay the May and June invoices for £30 and alter future meetings to Woodplumpton Primary School. The next meeting will be held on **Monday 18th July 2022** in the Library at St Anne's school, Woodplumpton.