



**WOODPLUMPTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD IN**  
**THE MAIN HALL OF ST ANNE'S PRIMARY**  
**SCHOOL, WOODPLUMPTON ROAD, PRESTON**  
**ON MONDAY 20<sup>th</sup> MARCH 2023 at 7.00pm**

**PRESENT:** Chairman Cllr M Greaves  
Councillors: Cllr P Bamber Cllr B Dalglish Cllr P Entwistle  
Cllr M Entwistle Cllr B Probin Cllr M Stewart

3 PCSOs County Cllr S Whittam City Cllr St Whittam  
5 members of the public as detailed on the attendance sheet.  
Mr B Hill Parish Lengthsman and Mrs J Buttle (Parish Clerk)

### **APOLOGIES**

None - all of the Parish Councillors were present.

**APPROVAL OF THE MINUTES** of the Parish Council Meeting held on 20<sup>th</sup> Feb 2023.  
**MIN 22/161** It was **resolved** that the Minutes be signed as a true record.

### **DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS**

Cllr M Entwistle and Cllr P Entwistle declared a pecuniary interest in the donation to the Easter Festival at Catforth Village Hall as they are Members of the Management Committee.

### **PUBLIC PARTICIPATION**

**MIN 22/162** It was **resolved** that the meeting be adjourned for public participation.

The 3 new PCSO's introduced themselves and it was explained that PCSO Chloe Pearson will be covering the Woodplumpton area with support from the 2 other PCSOs. PC Rumandeep Takhar will remain as Community Beat Manager. In reply to questions, it was confirmed that vehicle cover is being arranged, along with dates for the mobile police station to attend the suggested locations of Catforth Village Hall and Preston Grasshoppers. With regards to crime statistics, updates will be provided in due course but most of the current incidents appear to be highway related. Members reiterated concerns about speeding traffic and requested that the speed enforcement van be deployed. In relation to the 20mph outside the Schools, PCSO Pearson stated that she would happily run a Community Road Watch initiative with the primary school children. The Clerk will ensure that all the Councillors are given her new contact details.

A member of the public advised Members of a speeding concern in Catforth. It was explained that the concern was reported in 2017 but disappointingly, LCC have not acted on the concerns. Photographs were provided to illustrate the latest incident where a car has gone through the hedge at speed and the Clerk will forward these to LCC. Cllr P Entwistle stated that there should be an overall reduction in speed when the Catforth traffic calming measures are introduced and he confirmed that the Parish Council is waiting for LCC to provide an update to the costs.

Various questions were raised regarding the double yellow lines at The Orchard and Cllr Greaves stated that he was unhappy with some of the comments on Facebook. He read out an email dated the 14<sup>th</sup> March in which the Transport Planner states the matter has been passed to LCC's Traffic Regulation and Enforcement Manager. He also referred to an email dated the 16<sup>th</sup> March which confirms that LCC's decision to install longer lines was not reported to the Parish Council. Cllr Greaves acknowledged that everyone is frustrated that certain elements of the scheme are not working properly and traffic is still speeding through the village - which is why the police have just been asked to monitor the situation. He concluded by stating that the Parish Council is doing everything possible to meet with Highways to resolve the issues. County Cllr S Whittam confirmed that the Parish Council requested 12m double lines and as LCC have lengthened them, she will support the Parish Council in arranging a meeting.

Cllr Whittam advised that she has access to a Member grant pot of £2,500 which can be used for the Coronation or other community events. To find out more, residents can email her at [Susan.Whittam@lancashire.gov.uk](mailto:Susan.Whittam@lancashire.gov.uk)

**MINUTES 20<sup>th</sup> March 2023**

Cllr P Entwistle stated that Broughton Parish Council were unable to hold a 'snagging meeting' with LCC regarding their scheme and despite the positive comments about partnership working, problems stem from the fact that payment is made in advance of the works which means there is no redress when problems occur.

Residents referred back to the impact of the double yellow lines and questioned whether they had led to the playing field frontage being torn up by a vehicle. Reference was made to the number of parking spaces available at the Church carpark and it was questioned if the carpark was well used. It was also stated that the playing field frontage should be preserved as a green space. Those present stated that The Orchard was too narrow to be used as an access road and vehicles will cause further potholes to the unadopted road.

Cllr Greaves stated that the Parish Council was simply trying to respond to concerns about pedestrian safety at the junction, the damaged field frontage and parking concerns in general but if residents didn't like the proposal, then it was up to them to propose less spaces or provide a solution that everyone agrees with. He stated that he and other Members of the Parish Council would happily discuss the matter and a resident expressed an interest in getting involved.

The Clerk reminded everyone that decisions cannot be taken outside of a Parish Council meeting and as the City Council own the land, any alternative suggestions will need their approval. In view of the damage already sustained, the City Council may decide to install measures themselves.

Mr Hill queried why the Parish Council considered 2 more applicants for co-option in February when the Council turned down an applicant in January. The Clerk referred to the approved January Minutes which state that the applicant was not co-opted because Members wanted to see if an interested person came forward from within the Parish. 2 applicants from the Parish came forward in February and as the Council has a statutory duty to advertise the vacancy and consider any applications received, co-option was added to the February Agenda. However, as there were 2 applicants for 1 vacancy, Members resolved not to co-opt to ensure all applicants have an equal chance of success at the May elections. In response to a further challenge, the Clerk stated that a Council decision had been taken and if the January applicant had any concerns about the process, he should raise them with the Clerk, not through a third party.

A resident stated that there should be more play equipment in the play area. It was explained that new expenditure items will be considered following the May elections and the Spring Newsletter requests that new ideas be submitted so they can be added to the list for the Council to consider.

There being no further business, it was **resolved** that the meeting be reconvened.

## **TRAFFIC CALMING SCHEMES**

### **a) The Orchard Playing Field Parking Consultation**

Members referred to the Consultation replies and a complaint stating that the consultation process lacked clarity. Given the replies received and the comments expressed during public participation, it was concluded that there was not enough support to present the City Council Cabinet with a business case to take the proposal forward.

**MIN 22/163** It was **resolved** to defer any further action until a solution comes forward with support from residents. The Clerk will send the consultation comments to the City Council and advise them of the decision to defer. An explanatory letter will also be sent to residents on the Orchard.

### **b) Double Yellow lines / junction verge.**

As stated by the Chairman during public participation, no further action can be taken until LCC agree to a meeting.

**MIN 22/164** As County Councillor Whittam has offered to support the Parish Council in arranging the meeting, it was **resolved** that the Clerk would forward the referenced emails to her.

### **c) Hump gradient**

Under Min 22/146 of the February meeting, Members resolved to meet with an independent company to inspect the humps and provide advice on the traffic calming scheme. Following the site meeting, a quote has been submitted to carry out a physical level survey of the humps / junction tables at a cost of £2,385 + VAT. Members stated that LCC were unlikely to alter the gradients unless they were presented with strong factual evidence that there was a problem.

**MIN 22/165** Members **resolved** to request the full survey.

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#### **d) Whittle Hill**

Members were informed that LCC estates have advised that the trees should not be felled until they receive the completed paperwork relating to the land purchase – however the land owner states he has not received any papers from LCC.

**MIN 22/166** Members **resolved** to add the matter to the list of concerns to raise with LCC, Ben Wallace MP and the Director of Highways.

#### **e) Planter / Child safety signs**

Under MIN 22/120 of the January meeting, Members resolved to discuss the design of a planter to further enhance the build out area around Woodplumpton school. Members stated a preference for a small, concrete planter with adjustable legs, which would require limited maintenance.

**MIN 22/167** Members **resolved** that Cllr P Entwistle and Cllr P Bamber discuss the designs with a budget up to £1,000. The options will be presented to the school children who will be involved in making the final decision.

#### **f) Gateway features**

Cllr P Entwistle questioned why the Glasdon 'Gateway feature' approved under MIN 19/83 of the Oct 2019 meeting had not been used in Woodplumpton. Members recalled the feature and requested 3 in Catforth and 2 in Woodplumpton.

**MIN 22/168** It was **resolved** that the Clerk would raise the matter with LCC.

Prior to the meeting, Mr Hill had reported that the planters at Whittle Hill need repairing / replacing and a discussion took place regarding alternatives such as a rockery, farm machinery or a planted wheelbarrow.

**MIN 22/169** Following a discussion, which included the health and safety of any alternatives, Members **resolved** to progress the idea of a donated 18<sup>th</sup> century, large wooden wheelbarrow.

#### **Catforth Scheme**

Members noted that the Catforth scheme costs had been delayed due to staff illness and no further update has been provided. This will be added to the list of concerns to be raised with LCC.

#### **LENGTHSMAN CONTRACT / LITTER PICKING**

As detailed on the Agenda, the Parish Lengthsman's contract is due for renewal in April 2023 and a request has been received to increase the rate of pay.

**MIN 22/170** The Chairman agreed that Mr Hill could address the Council on the matter and following a brief question and answer session, Members **resolved** to increase the rate of pay to £16 an hour. The Clerk will prepare the new contract to be signed.

A further discussion took place on the amount of litter in the Parish. Members were supportive of the Keep Britain Tidy litter picking campaign but felt the timescales were too restrictive to organise a Parish Council event. Members also noted that CCTV could only be used in certain locations and as it was triggered by passing traffic, it could not be used effectively to catch offenders.

**MIN 22/171** It was **resolved** that the newsletter article be altered to encourage residents to contact the City Council who support residents wishing to litter pick locally. The website will also contain a link to the Keep Britain Tidy site so that residents can make their own pledge.

**MIN 22/172** It was further **resolved** to pay the Lengthsman an extra 4hrs a week between April and September to try to reduce the current litter levels. The Clerk was requested to add the matter to the Sept Agenda so that the decision can be reviewed.

#### **EASTER GRANT TO THE VILLAGE HALL**

**MIN 22/173** Members **resolved** to donate £100 to Catforth Easter Festival.

#### **DOG WASTE DISPENSERS**

**MIN 22/174** Members considered the dog bag dispensers and **resolved** to purchase 5 using CIL monies, to be located in areas with existing litter bins. Members will consider expanding the initiative if other areas with litter bins are identified.

## 2022/23 FINANCIAL STATEMENT 1st April – 28<sup>th</sup> Feb 2023

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

### ACCOUNTS FOR PAYMENT AND RECEIPTS

**MIN 22/175** Members **resolved** to note and approve the following account already paid in accordance with standing order 15 (b) xii

Stocks – final payment	£4031.95	BACS
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### ACCOUNTS FOR PAYMENT AND RECEIPTS

**MIN 22/176** Members **resolved** to approve the following accounts for payment.

Clerk's March Salary	£1259.87	BACs
HMRC PAYE	£105.74	BACs
Employer Nat Ins	£88.71	BACs
Clerk Expenses* Oct 22 – Mar 23	£97.20	BACs

**MIN 22/177** Members noted that the Clerk was only claiming milage from within the Parish and **resolved** that this should be altered to reflect the distance from her home as her place of employment.

### CCLA TRANSFER

Following the above transactions, the end of year bank balance is likely to be £120,000 as the account contains CIL funds earmarked for The Orchard play area and Catforth laybys which will not be financed this financial year.

**MIN 22/178** Members **resolved** to approve a transfer of £85,000 to the CCLA account.

### 2022/23 INTERNAL AUDIT REQUIREMENTS

Members noted the Terms of Reference and the following appendices which had been produced in preparation for the 2022/23 internal audit.

- A. Risk Management Strategy
- B. Risk Management Register
- C. Council's Asset Register

**MIN 22/179** Members confirmed that the above documents were up to date and **resolved** to approve the Internal Audit Checklist **(D)** appointing Mr Slade as the Council's Internal Auditor.

### PLANNING APPLICATIONS BEFORE COUNCIL

**MIN 22/180** Members **resolved** to approve the delegated comments for March.

### NEWSLETTER

**MIN 22/181** Following an amendment to the litter picking article and the addition of the church service times, Members **resolved** to approve the issue of the Spring Newsletter.

### NEW CORRESPONDENCE / ISSUES

The Clerk referred to new correspondence relating to the state of Sandy Lane, access concerns at Plumpton Field, a concern about an uneven verge and an overgrown shrubbery at Tag Lane.

### DATES OF FUTURE MEETINGS

Members **noted** that the next meeting is scheduled to take place on **Monday 17<sup>th</sup> April 2023** in St Anne's Primary School, Woodplumpton.