



WOODPLUMPTON PARISH COUNCIL
MINUTES OF THE MEETING HELD IN
THE LIBRARY, WOODPLUMPTON PRIMARY SCHOOL
WOODPLUMPTON ROAD, PRESTON
ON MONDAY 18TH SEPT 2023 at 7.00pm

PRESENT Chairman Matthew Greaves
Councillors: Pauline Bamber Paul Entwistle Maureen Entwistle
John Green Martin Stewart

City Cllr Keith Middlebrough Mrs J Buttle (Parish Clerk)
B Hill - Parish Lengthsman,
5 members of the public

APOLOGIES

Apologies were received from Parish Cllrs Daniel Guise and Barry Probin.

APPROVAL OF THE MINUTES of the Parish Council Meeting held on **17th July 2023**.
MIN 23/24.56 Members **resolved** to approve the Minutes as a true record.

DECLARATIONS OF INTERESTS / WRITTEN DISPENSATIONS

There were no declarations of interests in respect of items on the agenda.

PUBLIC PARTICIPATION

MIN 23/24.57 It was **resolved** that the meeting be adjourned for public participation.

PUBLIC PARTICIPATION

As stated on the agenda, concerns have been expressed that buses and other larger vehicles cannot cope with the 'very tight' turn from **Newsham Hall Lane** into Woodplumpton Road and those present added that the grass verge has been damaged.

MIN 23/24.60 confirms that the Clerk will raise the concerns with Highways.

Concerns were also expressed regarding the proposed closure of **Whittle Hill**.

It was stated that a long-established local business will be adversely impacted due to increased time and fuel costs associated with not using Whittle Hill. The closure will also affect larger vehicles turning off Woodplumpton Road into Ambrose Hall Farm.

Members explained that Whittle Hill is well used by pedestrians and cyclists and it was being closed off for safety reasons as it was too narrow for larger vehicles. A local resident attending the meeting supported the closure plans.

Rather than closure, it was suggested that safety could be improved if Whittle Hill was made one way or was surfaced properly with a footpath, however it was stated that it would still be unsafe for pedestrians who have to exit and cross Newsham Hall Lane.

Members explained that LCC Highways are responsible for road safety and although various options were discussed, the final decisions rest with LCC Highways. Residents were given an opportunity to comment on the proposals which were detailed in the parish newsletters and website. LCC also carried out a formal consultation.

A view was expressed that the Councillors should have knocked on doors to ask for views personally and it was questioned why Whittle Hill was being closed at the Newsham Hall Lane instead of at the village end. It was alleged that Members wanted to leave the village end open to provide access for housing, which would increase the Parish Council's CIL monies.

The Clerk intervened and explained that Planning Policies determine where development is built and the City Council determines which sites are developed. Whilst the Parish Council will receive CIL monies, individual Councillors do not benefit from the CIL income.

The Chairman acknowledged that whilst the resident was aggrieved by the decision, it was taken for safety reasons. The resident asked if access could be provided via a gate or lockable bollards.

MIN 23/24.61 confirms that the Clerk will raise the above issues with LCC Highways.

Those present were informed that the Clerk has written to LCC regarding an increase in traffic using **Sandyforth Lane** and has requested that the road is blocked off at the Preston Grasshoppers end to deter use by through traffic as suggested by local residents.

LCC Highways have advised that the **Tabley Lane** traffic lights were not switched on due to technical challenges faced by Electricity NW. A solution has been found but the lights still can't be switched on due to local traffic management relating to United Utilities works. LCC are liaising with UU and are reviewing the situation regularly.

As the NW Preston Masterplan states that Tabley Lane will eventually be closed, it was questioned when this will happen. The Clerk replied that the Masterplan is only indicative and as such, many of the original plans and suggestions have not been taken forward. If a closure is still planned, LCC will be required to consult on any proposals.

Mr Hill the Parish Lengthsman expressed concern that no one was taking responsibility to remove the litter at the bridge crossing the PROW at Ribbleswood Chase.

The Clerk replied that the City Council had requested that all litter issues must be reported via their website and a link has been added to the Parish Council website.

The Parish Lengthsman also questioned the rationale behind the speed monitoring tubes and stated that LCC should be financing any measures to assess traffic flows. He also stated that the Parish Council should not pay for the raised platforms which were not installed properly.

It was explained that LCC were commissioned to design a traffic calming scheme to slow traffic travelling through the village – however questions remain regarding the impact of the platforms. In order to clarify the effectiveness of the scheme, data needs to be collected and as the Parish Council requires the data, it needs to be at the Parish Council's cost.

As no further points were raised, the meeting was closed and reconvened so that decisions could be taken on the agenda items.

TRAFFIC CALMING MEASURES

a) Woodplumpton Village

Under MIN 23/24.38 Members resolved to approve works to alter the gradients of the raised platforms but also resolved that the additional costs should be challenged at the highest level. The alterations were carried out between 31st July – 4th Aug however, as stated on the agenda and during public participation, concerns are still being expressed regarding the effectiveness of the raised platforms.

MIN 23/24.58 In order to clarify which platforms are causing a concern, it was **resolved** that Members would provide feedback on the gradients labelling them numerically from Newsham Hall Lane to the Church and alphabetically from the Church back towards Newsham Hall Lane.

To establish the effectiveness of the scheme and inform any challenge, it was proposed that temporary monitoring tubes should be installed at an approx. cost of £200 per location. In addition, as there is no speed or quantity data for Newsham Hall Lane or Moorside Lane which connect Woodplumpton and Catforth, monitoring tubes were also proposed in those locations.

MIN 23/24.59 Members **resolved** to submit a plan to LCC confirming the request for monitoring tubes.

MIN 23/24.60 As explained under public participation, the safety of the junction with Newsham Hall Lane has been questioned. Members **resolved** that the Clerk write to LCC to question if

1. Any concerns have been raised by the bus companies or HGV drivers?
2. A modelling exercise was carried out to check the turning angle on the junction
3. LCC are aware of any increase in accidents since the works took place
4. LCC can identify any measures to resolve the problem such as cutting back some of the hedge to improve visibility

b) Whittle Hill

Members noted that the dates of the proposed TRO relating to the closure of Whittle Hill have been revised to 16th Oct - 20th Nov.

MIN 23/24.61 Following on from the discussions during public participation, Members **resolved** that the Clerk write to LCC to

- 1) confirm if LCC have any records to clarify if a resident raised concerns regarding the closure directly with LCC - either at a Cabinet meeting or in response to the TRO
- 2) remind Members why the advice given was to close the Whittle Hill end instead of the village end
- 3) advise if the closure works are going to take place between the 16th Oct & 20th Nov in accordance with the TRO information
- 4) advise if there is any scope to include lockable bollards at the Newsham Hall Lane entrance to allow the farmer access
- 5) advise if a modelling exercise was carried for HGV's turning into Ambrose Hall Farm from Woodplumpton Road
- 6) confirm if a safety audit has been carried out on the proposed closure and if so, was pedestrian access taken into account.

c) The Orchard - Double Yellow lines / protection of the junction verge.

Members **noted** closing date to reply to the TRO to alter the double yellow lines is the 22nd Sept.

MIN 23/24.62 It was **resolved** that the Clerk establish how long it will be before the yellow lines are shortened following the closing date.

d) Catforth Scheme.

Members **noted** the following updates.

Further to MIN 23/24.39 the S278 Legal Agreement has been signed and returned to the solicitor and the associated admin costs have been paid to LCC – REF 58. The Agreement will now be sealed and completed.

Under MIN 22/150 of the Feb 2023 meeting, Members approved £36,775 for the layby work. LCC have now advised that the figure should have been **£35,775** but as the laybys will be completed as part of the scheme, 20% contingency has been added which, if not used, will be returned to the Parish at the end of the scheme.

Further to the July public participation question relating to speed limits on Rosemary Lane, the infrastructure delivery team have confirmed that the full stretch can be altered to 30mph under the Catforth TRO at no extra cost. Their reply has been forwarded to the resident.

Further to the discussion on monitoring tubes in Woodplumpton, Members noted that there is no current traffic data for the Catforth area.

MIN 23/24.63, As the data may be required to demonstrate the effectiveness of any measures in Catforth, Members resolved to approve the location of 4 monitoring tubes.

SPEEDING ISSUES

Members noted that existing brackets have to be used to erect the temporary Speed Indicator Device mentioned by Grimsargh Parish Council. However, as the existing brackets are not in the required locations, new SPID devices have been added to the approved CIL Plan MIN 23/24.73.

The Summer Newsletter reminded residents to report speeding issues to the Road Safety Partnership and also informed residents that the police will be using the speed gun in various locations. Monitoring was requested on Bartle Lane and the area around Whittle Hill. Members were informed that the Police are yet to provide any statistics regarding the number of offences.

LCC Highways are preparing to revoke a 1999 Traffic Regulation Order to allow them to extend the 30mph speed limit on Woodplumpton Road, Sandy Lane and Tabley Lane

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MIN 23/24.64 Members **resolved** that they had no objections to the proposal.

EXTERNAL AUDIT REPORT 2022/23

MIN 23/24.65 Members **resolved** to note and approve the external audit report which has been completed with no matters arising and resolved to publish the ‘**Notice of Conclusion of Audit**’.

MIN 23/24.66 Members **resolved** to approve the fee of £1,008 audit which reflects the higher income / expenditure band of £400,001 - £500,000 due to CIL.

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

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

ACCOUNTS FOR PAYMENT AND RECEIPTS

MIN 23/24.67 Members **resolved** to note and approve the following accounts already paid in accordance with Standing Order 2023 15 (b) xii

Paid after the July meeting			
Lengthsman Invoice weeks 12 - 15	B Hill	£1216.00	Ref 43
Slate under the Catforth bench MIN 23/24.28	B Hill	£15.00	Ref 44
New Garden sign MIN 23/24.29	B Hill	£20.00	Ref 45
Paid during August – no meeting scheduled			
Garden maintenance July & £6.49 bird seed	B Hill	£231.49	Ref 46
Viking multi & black ink cartridges	Viking	£127.34	Ref 47
Self-seal envelopes Newsletter	CPC	£39.60	Ref 48
Newsletter postage	J Buttle	£375.00	Ref 49
Clerk’s Aug Salary	J Buttle	£1259.87	Ref 50
HMRC PAYE Aug	HMRC	£105.74	Ref 51
Employer Nat Ins Aug	HMRC	£88.71	Ref 52
Lengthsman Invoice weeks 16 - 19	B Hill	£1216.00	Ref 54
Weedkiller	B Hill	£48.44	Ref 55
Coffee morning refreshments	P Entwistle	£10.35	Ref 56
Newsletter Delivery	J P P Media	£156.60	Ref 57
Paid prior to the September meeting			
Legal costs to prepare Catforth Agreement	LCC	£1500.00	Ref 58
Lengthsman Invoice weeks 20 - 23	B Hill	£1216.00	Ref 59
Garden maintenance August	B Hill	£225.00	Ref 60

MIN 23/24.68 Members **resolved** to approve the following accounts for payment

Clerk’s Sept Salary	J Buttle	£1259.87	BACs
HMRC PAYE Sept	HMRC	£105.74	BACs
Employer Nat Ins Sept	HMRC	£88.71	BACs
Summer newsletter printing costs	PCC	£315.00	BACs

MAY 2023 ELECTION COST.

The City Council have invoiced the Parish £3,655.98 for the May 2023 elections.

MIN 23/24.69 Members **resolved** to approve payment of the invoice but requested that the City Council look at the polling ward boundaries so that Plumpton residents vote in Woodplumpton instead of Catforth thereby resolving the requirement to use 2 polling stations.

TRAINING COST

Further to MIN 23/24.36 Members **noted** that an invoice is due for the planning training course attended by Cllr Green.

FUNDING DONATION REQUEST

Members noted that Woodplumpton Bowling League will be celebrating its centenary in 2024 and a history of the league is being written to mark the occasion. 1000 copies of the history will be produced for members at an approx. cost of £1,000. Members expressed concerned that the leaflets would only be distributed to the bowling club teams whose members may or may not be residents of Woodplumpton.

MIN 23/24.70 Members **resolved** not to approve the requests as the donation would not represent good value for the majority of Woodplumpton residents.

PUBLIC RIGHTS OF WAY (PROW) LOCAL DELIVERY SCHEME 2023/24.

MIN 23/24.71 Members **resolved** to apply for the 2023/24 PROW Local Delivery scheme which includes the biodiversity small grants project.

Members noted that as LCC did not make the 2022/23 grant payments available until May 2023, the Council has not spent the biodiversity grant.

MIN 23/24.72 Members **resolved** to combine the 2022/23 with the 2023/24 grant and noted that Catforth Village Hall may have a biodiversity project in mind. It was suggested that this is used as an example in the next newsletter to encourage residents to come forward with other ideas.

CIL – FEED BACK FROM 22nd AUGUST MEETING

Members met on the 22nd August to discuss the CIL suggestions.

MIN 23/24.73 Members **resolved** to approve a summary of the projects that could be implemented quickly, approve a scoring template and agree that the Clerk and Cllr P Entwistle will meet to discuss how to progress the CIL items.

It was **noted** that grit bins and litter bins have not been added to the new roads, however at a surgery held in Catforth in Sept, County Cllr Whittam stated it would be a year before LCC would consider adding these items.

NEIGHBOURHOOD PLAN

As advised at the July meeting, the examiner proposed changes to the wording and detail of several of the Policies in the NHP. The consultant submitted a quote for 3 days work @ £550 per day and has worked through the changes with the Clerk and City Council officers.

An updated copy of the NHP was circulated with the agenda and Members **noted** that further work has been requested to Policy HOU1 which may result in an increase to the quote. Assuming the changes are accepted, the Plan should be presented to the November Cabinet meeting with a view to arranging a referendum in May 2024.

PLANNING APPLICATIONS BEFORE COUNCIL

MIN 23/24.74 Members **resolved** to note and approve the delegated planning comments for August and September.

Members were informed that the Care Home application on the local centre site had been approved. Following the decision, the Clerk has requested an update on the planned improvements to Ingol Health Centre.

NEW CORRESPONDENCE / UPDATES

Members **noted** Preston City Council have opened an enforcement case E/2023/00185 to

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investigate if there has been a breach in the planning condition regarding the lack of a pedestrian refuge at Discovery Drive.

Following a query from a resident, the Clerk has emailed LCC Highways to ask if the 7.5T weight restriction will be re-applied to Bartle Lane.

Members were informed that the Fete had been a success and the travel bus was well used.

REVIEW OF THE CLERK'S EMPLOYMENT

Members acknowledged an email from the Clerk confirming her intention to retire in the New Year. Members expressed their understanding and disappointment regarding the decision.

MIN 23/24.75 Members **resolved** that Cllrs Greaves, Cllr P Entwistle and Cllr Bamber meet with the Clerk to discuss the recruitment process. Members expressed a desire to recruit a CILCA qualified Clerk rather than an apprentice to be trained.

DATES OF FUTURE MEETINGS

The next meeting will be held on **Monday 16th Oct 2023** in Woodplumpton Primary School.