

Broughton in Amounderness Parish Council

Proceedings of the Parish Council Meeting held on
Tuesday 4th March 2025 at 7:30pm

Present:

Cllr. P Hastings
Cllr. N Parkinson
Cllr. L. J Oldcorn
Cllr. M Bell

Jessica Dibble (Parish Clerk)

External attendees:

City Councillor S Whittam (Speaker and Observer)
County Councillor S Whittam (Speaker and Observer)

Min 0403121 Welcome from Chair

Meeting opened at 19:30

The meeting was called to order at 7:30 PM by the Chair, Cllr. P Hastings, who welcomed all members of the Council and the public.

Min 0403122 Apologies

Cllr. S Sargeant
Cllr. L. Brown
Cllr. P Bunting

Min 0403123 Declarations of interests

Cllr. N Parkinson declared an interest on Planning Application 06/2025/0125

Min 0403124 Approval of Minutes

It was resolved to sign the minutes of the full council meeting held on the 12th December 2024 as a correct and accurate record.

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Proposer: Cllr. P Hastings
Seconder: Cllr. N Parkinson

Min 0403125 Public Time

County Councillor Sue Whittam provided an update on the blocked Culvert on Woodplumpton Lane.

It was reported that the culvert next to the high school has been blocked by developers. If the land belongs to Lancashire County Council (LCC), appropriate action will be taken by LCC.

The blockage has already caused flooding to a neighbouring property and is likely to create further issues for King George's Field and the school, which is already facing ongoing drainage challenges. County Councillor Sue Whittam is actively liaising with all relevant parties to facilitate a swift resolution.

Councillor Stephen Whittam reported that he had received multiple representations regarding the planning application for 17 Whittingham Lane. He is currently awaiting a response from Natalie Summers, Head of Development Management and Building Control at Preston City Council.

It was noted that the appeal refers to a two-storey development, raising concerns over the current three-storey proposal. Additionally, concerns have been expressed about the officer's omission of key references from the inspection report.

Min 0403126 Statutory Business

Council reviewed the planning applications previously circulated by the clerk and the following observations were made:

6.1

[Application number: 06/2024/1309](#)

5, Kingsway Avenue, Preston, PR3 5JN

First floor extension over existing garage to side and rear

Council comments: No objections

[Application number: 06/2025/0019](#)

Land north of Durton Lane, Preston

Discharge of condition no. 13 (Travel Plan) attached to outline permission 06/2017/0831

Council comments: No objections.

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[Application Number: 06/2025/0091](#)

Broughton Hall Barn, Durton Lane, Preston, PR3 5LD
Permission in principle for up to 5no. dwelling

Council comments: Concerns raised regarding the sites proximity to the guild wheel.

[Application Number: 06/2025/0084](#)

15, Moorfield Close, Preston, PR2 9SW

Single storey extension to front, following removal of existing bay, two/single storey rear extension, and garage/store attached to west side gable, following removal of garage within rear garden, and replacement windows

Council comments: No objections.

[Application Number: 06/2025/0125](#)

20, Moorcroft, Preston, PR3 5LP

Certificate of lawfulness for proposed mobile home

Council comments: Regarding the proposed mobile home planning application, we have concerns about the logistics of delivering the home to the designated address. The access road is quite narrow, and the use of a crane for delivery requires careful consideration to ensure feasibility and minimal disruption.

[Application Number: 06/2025/0103](#)

Daniels Farm, Durton Lane, Preston, PR3 5LE

Single storey front extension and single storey extension to outhouse

Council comments: Due consideration must be given to the proximity of the Barn, which is a listed building. Any proposed works should be designed and executed in a manner that preserves and enhances the character and setting of this heritage asset, in line with relevant planning policies and heritage conservation guidelines.

[Application Number: 06/2025/1210](#)

63, Woodplumpton Lane, Preston, PR3 5JL

Single storey extension to side and rear, dormer extension to side and new window and bay window on front elevation

Council comments: No objections.

[Application Number: 06/2025/0191](#)

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13 Kestrel Road, Preston, PR2 9BP

Air source heat pump to rear

Council comments: No objections.

6.2

The Council reviewed the appointment of the internal auditor for the current financial year. It was noted that Wallings Accountants, who have previously carried out the internal audit, will not be undertaking this role for Broughton Parish Council this year.

The Council has resolved to appoint Holdens as the internal auditor for the year, as part of best practice, given their lack of prior involvement with the Council's financial accounts. This decision ensures independence and compliance.

A letter has been sent to Wallings Accountants to inform them of this change. The Council formally acknowledges and appreciates the ongoing support of Wallings, who will remain as the Council's appointed accountant. They will continue to provide financial assistance to the Clerk, including payroll processing.

Holdens have now been formally instructed to carry out the internal audit for the financial year 2024 – 2025.

Min 0403127 Financial Matters

7.1

Council to note the verbal report from the Chair of Finance, Cllr. N Parkinson.

The Finance Committee advised Council to consolidate its accounts to three, subject to confirming the ease of transfers from CCLA. The recommendations are as follows:

1. Approve the transfer of £55,850.00 from CCLA 1 to CCLA 2 once the account is open.
2. Approve the redirection of CIL interest (£3,500/month) to CCLA 2.
3. Close the Unity Trust Bank (CIL Interest) account once the funds are transferred.
4. Approve the redirection of CIL payments from Preston (currently in Unity Trust Bank) to CCLA 1 alongside other CIL monies.
5. Close the Unity Trust Bank (CIL Payments) account once the funds are transferred.

Maintain three accounts with distinct purposes:

- Unity Trust Bank (Reserves) – General Reserves
- CCLA 1 – Primary CIL Fund Account
- CCLA 2 – Dedicated Maintenance Reserve Account

Council approved the above proposal unanimously.

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7.2

Councillor N. Parkinson, Chair of Finance, presented the current status of the Council's bank accounts (see below). The following reports were summarised to Council by the Chair of Finance: Profit and Loss, Actual vs. Budget, Bank Reconciliations and transactions to date.

Councillor Parkinson confirmed the accounts as follows:

Unity Trust Bank (Reserves):

- Balance as of last Full Council (14.01.2025): £25,370.22
- Outgoing: £8231.97
- Incoming: £4672.65
- **Balance as of 14.01.2025: £21,810.90**

Unity Trust Bank (CIL Interest)

- Balance as of last Full Council (14.01.2025): £34,738.86
- Outgoing: £1,067.47
- Incoming: £4672.65
- **Balance as of 14.01.2025: £38,344.04**

Unity Trust Bank (CIL)

- Balance as of last Full Council (10.12.2024): **£28,004.62**
- Outgoing: £0.00
- Incoming: £137.14
- **Balance as of 14.01.2025: £28,141.76**

CCLA:

- Balance as of last Full Council (10.12.2024): £900,000.00
- Outgoing: £0.00
- Incoming: £0.00
- Balance as of 14.01.2025: **£900,000.00**

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Total Assets:

Unity:	£88,296.70
CCLA:	£900,000.00
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Total Assets:	£988,296.70

7.3

All transactions made between 14th January 2025 and 24th February were authorised.

Proposer: Cllr. N Parkinson
Seconder Cllr. M Bell

7.4

Council notes that the current year-to-date CIL expenditure stands at £66,647.10, which includes the sum of £15,000.00 in outgoings towards the Sir Tom Finney changing room and the final contractual payment to the Lengthsman for the year.

Min 0403128 Broughton Neighbourhood Development Plan

8.1 PAP

It was noted that the plan remains in draft form and requires additional refinement. The Chair highlighted the intention to include Toll Bar Cottage, along with other necessary revisions, before finalising.

8.2 Progress of Neighbourhood Plan Review

The Chair circulated a report to the Council following the conclusion of the consultation period. It was noted that the AECOM report would require updating to reflect changes in the National Planning Policy Framework (NPPF), including considerations of watercourses that feature within the area.

Preston City Council has suggested wording changes; however, these contradict the advice received from other agencies. Additionally, it was acknowledged that references to Biodiversity Net Gain should be incorporated into the plan. The field in front of Old Bank Hall will also be included in the updated version.

Min 0403129 Events

Broughton in Amounderness

Parish Council

9.1

Council noted that the Finance Committee approved a contribution of £150 towards the Village Egg Hunt and Family Fun Afternoon scheduled for Saturday, 19th April 2025. The event will offer various activities for children, promote community engagement, and support a fundraising initiative for Woodplumpton Primary School.

9.2

Council noted that the Finance Committee approved a contribution of £250.00 towards the **VE Day 80th Anniversary** Celebrations on 8th and 11th May 2025, along with the provision of two wreaths for each war memorial site. The events will include a war memorabilia display, veteran stories compilation, afternoon tea for veterans, and a memorial service to honour those who served.

Min 0403130 Reports on meetings attended by Councillors

10.2 Blooming Broughton

Cllr Hastings chaired the Blooming Broughton group meeting, where approximately six members were present. Due to the low attendance, the Chair suggested approaching Myerscough to explore their interest in supporting the project.

It was noted that the Girl Guides are enthusiastic about taking on the Ecology Pond once it is ready. Additionally, the Chair proposed contacting the U3A group to discuss potential collaboration on future gardening initiatives within the village.

A plan for additional planters in the village is now in place, and it was recommended to engage with local schools to gauge their interest in sponsoring a planter or an existing flower bed.

10.3 Village Information Session

The Village Information Session was noted as useful and fairly well attended. Some residents who struggle to access information online spoke with the Chair directly and requested that updates and the newsletter be posted. The Clerk will add this matter to the next agenda for further discussion

Min 0403131 Correspondence

11.1 To note the Lengthsmans report.

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Council noted the Lengthsmans report as published on the agenda and supporting information pack.

Questions were raised regarding the level of work carried out by the south side of the motorway. The Clerk was asked to raise this with him and ensure this area is included within his works schedule.

11.2 To note the correspondence regarding the Parish Council Artifacts

Council agreed to utilise the display cabinet to showcase historical items related to Broughton. A list of names of those who have kindly donated items will be included in the display. The Council expressed its appreciation for these generous contributions and looks forward to featuring additional artifacts in the future.

Min 0403132 Date of Next Meeting

Finance Committee meeting - Tuesday 15th April 2025 at 6:45pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB

Full Council meeting – Tuesday 15th April at 7:30pm in The Toll Bar Cottage, 476 Garstang Road, Preston, Lancashire, PR3 5JB.

Meeting closed by Chair, Cllr. P Hastings at 20:27