



W V McEnnerney-Whittle  
7, Bilsborough Meadow  
Lea  
PRESTON  
PR2 1YY

Tel : 01772 733829 E-mail : clerk@leacottam-pc.gov.uk

31<sup>st</sup> August 2021

## NEXT MEETING

Members of the Council are summoned to the **PARISH COUNCIL MEETING** to be held on

Monday the 6<sup>th</sup> September 2021 at Cottam Community Centre

W V McEnnerney-Whittle Clerk and RFO

## A G E N D A

1. To receive Apologies
2. To consider and approve the Minutes of the Meeting held on the 5<sup>th</sup> July 2021 (enclosed)
3. To receive Declarations of Interest
4. To adjourn the meeting for a period of public participation

*Please note that there may be a need to restrict attendance due to Covid 19.*

*Members of the public wishing to make representation or observe proceedings must contact the Clerk in advance to discuss how best to deal with any issue they wish to raise or representation they wish to make.*

*Subject to the above Members of the public may make representation during this period and raise issues of local concern however please note that the Council cannot make any decision on any matter raised which has not already been included on the formal agenda for the meeting. Such items may be considered for a future meeting.*

*Members of the public are defined as any persons present other than Parish Council members or officials.*

5. To consider the following planning applications full details available on Preston CC web site:

06/2021/1022 – Reserved matters application approval being sought for access, appearance, landscaping, layout and scale only since outline permission has already been approved 06/2016/0046 for the development of up to 210 dwellings on this site referred to as Phase 5 Cottam Development. The revised plan is attached following initial consultation with residents.

06/2021/1122 – Demolition of existing public house and erection of roadside services development, including petrol filling station and a drive through coffee shop at Saddle Inn Sidgreaves Lane PR4 0RS

6. To approve the following payments:

04/06/2021	REIMBURSE CLERK STONE FOR PATH	20	751.68
04/06/2021	STEERSE FAB HANGING BASKETS BRACKETS	21	84.00
14/06/2021	BG FENCING FENCE REPAIR	22	138.00
14/06/2021	FRETFOIL LITTER BAGS	23	121.20
14/06/2021	SANDERSONS GRASS CUTTING APRIL	24	794.40
21/06/2021	CLERKS SALARY WV MCWHITTLE 1ST QTR	25	2402.25
21/06/2021	ST MARYS SCHOOL DONATION NOTICE BOARD	26	250.00
21/06/2021	SANDERSONS GRASS CUTTING MAY	27	912.00
21/06/2021	HMRC	28	1768.58
21/06/2021	BDS SERVICES	29	555.79
21/06/2021	MILJUE GARDEN SERVICES	30	656.25
21/06/2021	GREENWOOD GARDEN SERVICES	31	2140.69

21/06/2021	NEWGATE NURSERIES PLANTS	32	23.04
23/06/2021	SAR SERVICES	33	420.00
28/06/2021	REIMBURSE CLERK STONE FOR PATH	34	785.28
30/06/2021	SERVICE CHARGE UNITY TRUST	35	18.00
05/07/2021	GGs LENGTHSMAN	36	164.25
19/07/2021	MILGUE GS ASSIST LENGTHSMAN	37	740.25
19/07/2021	SAR SERVICES ASSIST LENGTHSMAN	38	357.00
19/07/2021	GGs LENGTHSMAN	39	2134.64
19/07/2021	DBS SERVICES ASSIST LENGTHSMAN	40	462.00
19/07/2021	SANDERSONS GRASS CUTTING	41	1095.60

7. To approve the enclosed Financial Statement as at the 30<sup>th</sup> June 2021
8. To consider a suggestion from Cllr Lambert that three additional three tier planters should be purchased at a cost of approx £1200 and situated subject to LCC permission and the agreement of the neighbouring property on the grass verge at the top of Aldfield Ave adjacent to Blackpool Road so as to improve the visual aspects of the area. Maintenance of the planters and grass verge to then be undertaken by this Council.
9. To consider a suggestion from Cllr Smith that this Council purchase and instal two baskets ball nets on the fenced recreation area on the Storey Development adjacent to Cottam Way, once the park area has been adopted by PCC (due shortly). Permission has been given verbally by PCC subject to final approval of equipment type. Two estimates have been obtained (enclosed) for consideration however it is proposed that the more expensive equipment is provided since it is considered more robust. Total cost, if approved, as recommended is £5832.36 plus Vat (recoverable) including installation. Equipment will remain in ownership of Parish Council who will be responsible for any repairs and maintenance and will need to undertake weekly inspections for H and S purposes and undertake any statutory inspections as may be lawfully required from time to time.
10. To resolve to exclude the public and press from the following item under the Public Bodies (Admission to Meetings ) Act 1960 due to the confidential nature of the next item to be discussed.
11. To consider the application to fill the one current Council Member vacancy (Cottam Ward) , details of which will be circulated to Members before the meeting.
12. To note that the next meeting is scheduled to take place on the 11<sup>th</sup> October 2021





Minutes of the **PARISH COUNCIL MEETING** held on  
Wednesday the 5<sup>th</sup> July 2021 at Cottam Community Centre

Present: Cllrs C Abram, N Abram, Butler, Smith, Parker, Brown, Foster, Brizland and Whitham

There was one member of the public present.

49/21 To receive Apologies

*Cllrs Fleming, Lambert and Helvin*

50/21 To consider and approve the Minutes of the Meeting held on the 5<sup>th</sup> May 2021 (enclosed)

*It was resolved that the minutes of the meeting held on the 5<sup>th</sup> May 2021 should be approved and signed by the Chairman as a true and accurate record.*

51/21 To receive Declarations of Interest

*Cllrs Parker and Smith declared personal and prejudicial interests in item six on the agenda since they are both Trustees of Cottam Community Association who are making the donation request. They both left the meeting and did not take part in the debate or voting on this item*

52/21 To adjourn the meeting for a period of public participation

*A statement was made in support of the requested donation from CCA for the purchase of an outside defibrillator housing.*

*It was mentioned that the outside play area at the Community Centre was to be revamped and it was asked whether the Parish Council lengthsman team might be able to assist.*

*It was confirmed that representations had been received by one of the local Ward Councillors covering a number of issues which it was hoped the developers would take on board before final submission of the planning application to PCC relating to Phase 5 of the Cottam Hall Development.*

*It was suggested that the Parish Council lengthsman team consider whether it might be able to do some work on the bridlepaths in Cottam which were in need of maintenance and improvement.*

*Concern was raised relating to speeding on Merrytrees Lane*

*It was mentioned that local residents were organising an event to be called 'Picnic in the Park' would involve the Community Centre and the Ancient Oak pub to take place in August of this year.*

53/21 To approve the undermentioned payments.

26/04/2021	PRINTING WORLD NEWSLETTER	1	235.00
26/04/2021	DBS SERVICES	2	622.50
26/04/2021	MILJUE GS	3	779.50
26/04/2021	ZURICH INSURANCE	4	445.44
26/04/2021	SAR SERVICES	5	415.00

26/04/2021	LEN SLADE INTERNAL AUDIT	6	110.00
26/04/2021	SAVOY TIMBER MATERIALS	7	32.71
26/04/2021	BG FENCING MATERIALS DRAIN BEHIND SCHOOL	8	415.40
26/04/2021	PRESTON CC OPEN SPACE CONTRIBUTION	9	8203.00
26/04/2021	GGS	10	2103.50
30/04/2021	INFORMATION COMMISSIONERS OFFICE	11	35.00
10/05/2021	W V MCWHITTLE REIMBURSE PATH STONE PROJECT	12	785.57
10/05/2021	COTTAM COMM ASSOC LITTER GRABBERS	13	50.00
24/05/2021	FRETFOIL LITTER BAGS	14	99.00
24/05/2021	SAR SERVICES	15	273.00
24/05/2021	DBS SERVICES	16	451.50
24/05/2021	MILJUE GARDEN SERVICES	17	824.25
24/05/2021	GGS	18	2338.57
24/05/2021	NEWGATE - PLANTS	19	60.60

*It was resolved that the payments referred to above should be approved*

54/21 To consider the enclosed grant request from Cottam Community Centre for the purchase and installation of an outside defibrillator housing at an estimated cost of £750.

*A suggestion was made that it might be better for the Community Centre to maintain their equipment inside the building rather than provide an external housing at the Community Centre and that they approach the Co-op and suggest that, as a community gesture, the Co-op provide an external housing and equipment as an additional facility for the public.*

*It was resolved that this item should therefore be differed for the time being*

55/21 To consider the enclosed report and decide if this Council wishes to facilitate the competitions as proposed, allocate a budget of £1000 for prizes and whether they wish to be involved in judging the competitions as well as presenting the prizes at the schools taking part, subject to any Covid restrictions.

*It was resolved that this item should be differed for the time being so that a working party comprising Cllrs Foster, Abram, Smith and Brown might consider the matter further.*

56/21 To note that the next meeting is scheduled to take place on the 6<sup>th</sup> September 2021

*It was noted that the next meeting is scheduled for the 6<sup>th</sup> September 2021.*







FINANCIAL STATEMENT 1ST APRIL 2021 TO 30 JUNE 2021					
BUDGET	INCOME	£	£		
132262	Balance b/f 1st April 2021		148154.40		
116000	Precept		116000.00		
50	Bank Interest		4.89		
1304	V A T Recovered		3650.99		
	CIL		39977.84		
249616			307788.12		
	<i>EXPENDITURE</i>				
1000	Donations/Sponsorship		300.00		
240	Hire of Hall for Meetings				
300	Subs/Registrations/Training		60.00		
6500	Grass Cutting		1422.00		
52000	Lengthsmen		11580.55		
600	Insurance		445.44		
4000	Open Space - Plants Bulbs General Repairs etc		469.30		
	VAT recoverable		844.97		
15500	Clerk salary & Office Allow		3779.00		
950	National Insurance		226.98		
500	Postage, Telephone & Stationery		54.00		
400	Petrol Costs		70.85		
600	Audit / Legal		110.00		
1500	Newsletter		235.00		
72	Bank Charges		18.00		
4000	Xmas Tree				
250	Web Site Support				
33000	PCC Open Space Contribution		8203.00		
6000	Path Project		2281.61		
127412	Total		30100.70		
122204	Balance in hand		277687.42		
	BANK BALANCE		146201.89		
			80564.45		
			50921.08		
			277687.42		
	LESS O/S		0.00		
			277687.42		

[illegible]





www.fitness-sports.co.uk  
Tel: 01295 565 564  
sales@fitness-sports.co.uk

# QUOTE

Lea and Cottam Parish Council  
7 Bilsborough Meadow  
Lea  
PRESTON  
Lancashire  
PR2 1YY  
GBR

Date  
19 Jun 2020

Expiry  
19 Aug 2020

Quote Number  
QU-190788

VAT Number  
288319462

OMG Trading Limited  
5 Giffard Court  
Millbrook Close  
Northampton  
Northamptonshire  
NN5 5JF

## Supply and install of No.2 Gladiators

requested by Chris Smith

Item	Description	Quantity	Unit Price	VAT	Amount GBP
65670	Gladiator Unit	2.00	1,453.68	20%	2,907.36
63101	101 Gladiator All Steel Galvanised sockets	2.00	160.00	20%	320.00
Referral Install Fee(	Set price for referred contractor to assemble and install above No.2 gladiator units on site into existing hard base, holes backfilled with concrete and cold tarmac finish (assuming no unexpected utility, cabling, or obstruction issues)	1.00	2,365.00	20%	2,365.00
Waste Disposal	Waste Disposal if skip required	1.00	240.00	20%	240.00
Payment install	Payment due in 2 instalments: Deposit 80% due on order Balance 20% due on installation  Separate invoices raised on order				
Subtotal					5,832.36
TOTAL VAT 20%					1,166.47
TOTAL GBP					6,998.83

## Terms

Standard Terms & Conditions apply <http://www.fitness-sports.co.uk/TERMS-CONDITIONS.pdf>. Prices are subject to VAT at the current rate. Quotes are valid for 60 days. All equipment supplied is standard. Payment in 2 instalments as indicated above.



## G B Sport & Leisure

Unit 7  
Oakwood Business Park  
Oldmixon Crescent  
Weston Super Mare  
BS24 9AY  
01934 628620  
www.gbsportandleisure.co.uk  
sales@gbsportandleisure.co.uk



## QUOTE

Customer Name & Address	Delivery Address	FAO:	WV McEnnemy-Whittle
WV McEnnemy-Whittle	Lea & Cottam Parish Council	Order Date:	10/08/2021
Lea & Cottam Parish Council	7 Bilsborough Meadow	Your Acc No:	1092
7 Bilsborough Meadow	Lea Preston	Your Order No:	Revised basketball system quo
Lea Preston	Lancashire	Taken By:	Terry
Lancashire	PR2 1YY	Our Ref	16838
PR2 1YY	01772 733829		
United Kingdom			

Qty	Code	Description	Price Each	Line Total	Line VAT
2.00	SP-14-018	Heavy Duty Basketball Unit c/w vinyl padding to upright post	665.00	1,330.00	266.00
1.00	INSTALLATION	Installation of 2 no new heavy duty basketball system, to include break out of existing hard standing, removal and disposal of arisings plus securing of area whilst works in-progress	2,500.00	2,500.00	500.00
Delivery				113.00	

We reserve the right to pass on any fees and tariffs in respect of Brexit.

Due to COVID-19, if you require delivery to a residential address there will be an additional carriage charge.

Order Net:	3,943.00
VAT:	788.60
Total:	4,731.60
Pound sterling	

Quote Validity Period: 7 days  
subject to confirmation