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16th January 2023

NEXT MEETING

Members of the Council are summoned to the **PARISH COUNCIL MEETING** to be held on
Monday the 23rd January 2023 at Cottam Community Centre commencing at 7.30pm.

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 28 November 2022 (enclosed)
3. To receive Declarations of Interest
4. To adjourn the meeting for a period of public participation

Please note that the Council may not make any lawful decision during this session – any items raised by members of the public may be considered for a future agenda. Members of the public are defined as any persons present other than parish council members or officials.

5. To approve the following payments:

07/11/2022	COTTAM CC ROOM HIRE	81	60.00
07/11/2022	BG FENCING MATERIALS	82	39.95
07/11/2022	VIKING STATIONERY	83	125.76
07/11/2022	GGG LENGTHSMAN	84	2296.58
07/11/2022	MILJUE GS ASSISTANT LENGTHSMAN	85	577.50
07/11/2022	G THOMPSON ASSISTANT LENGTHSMAN	86	630.00
07/11/2022	SAR ASSISTANT LENGTHSMAN	87	105.00
07/11/2022	FITZPATRICK ASSISTANT LENGTHSMAN	88	630.00
07/11/2022	NEWGATE NURSERIES	89	442.98
25/11/2022	BG FENCING MATERIALS	90	53.25
25/11/2022	GGG LENGTHSMAN	91	1132.56
25/11/2022	COTTAM CC ROOM HIRE	92	30.00
28/11/2022	SANDERSON AND SONS	93	1212.00
28/11/2022	SLLC 1/3 RD SUSCRIPTION	94	100.64
06/12/2022	SAR SERVICES ASSISTANT LENGTHSMAN	95	315.00
06/12/2022	FITZPATRICK ASSISTANT LENGTHSMAN	96	315.00
06/12/2022	MILJUE GS ASSISTANT LENGTHSMAN	97	577.50
06/12/2022	G THOMPSON ASSISTANT LENGTHSMAN	98	630.00
06/12/2022	GGG LENGTHSMAN	99	1132.56
19/12/2022	GGG LENGTHSMAN	100	1069.64
19/12/2022	W V MCWHITTLE 3RD QTR SALARY	101	3043.94
19/12/2022	HMRC 3RD QTR	102	2336.19
19/12/2022	BG FENCING LENGTHSMAN MATERIALS	103	17.70

19/12/2022	C ABRAM REIMBURSE XMAS COSTS	104	48.95
19/12/2022	VISION ICT WEB SITE SUPPORT	105	279.60
31/12/2022	BANK CHARGES	106	18.00

6. To approve the enclosed Financial Statement as of 31st December 2022
7. To consider representation to the Consultation on the Central Lancashire Local Plan Part 1 which has already been sent out to all members for their information and thoughts.
8. To consider a suggestion from Cllr Gibson that the play ground areas within the Cottam area should be the subject of an internal audit similar to that undertaken with regard to the state of the ponds and that a small working group should be formed to undertake this audit, investigate potential improvements/repairs including potential replacement equipment, provide cost estimates and provide a full report to a future meeting of this Council with a view that the costs should be met from available CIL funds
9. To note that the date of the next meeting is scheduled for the 6th March 2023



MINUTES of the **PARISH COUNCIL MEETING** held on
Monday the 28th November 2022 at Cottam Community Centre commencing at 7.30pm.

Present Cllrs: Butler, Brown, Gibson, Foster, Helvin, Lambert,
O'Donnell, Parker, Smith and Witham

There were two members of the public present

64/22 To receive apologies

Cllrs Abram and Coward

65/22 To consider and approve the Minutes of the Meeting held on the 10th October 2022

It was resolved that the minutes of the meeting held on the 10th October 2022 should be signed by the Chairman as a true and accurate record

66/22 To receive Declarations of Interest

None

67/22 To adjourn the meeting for a period of public participation

The meeting was adjourned

It was mentioned that the consultation regarding a permanent increase in capacity at Lea Community Primary School is part of a wider plan to increase school places across Preston both at primary and secondary level. Some sites have already been secured although final decisions have not yet been made. Some other existing school will undertake temporary expansion which might lead to permanency in the future. There are likely to be further consultations as part of this wider picture. It was confirmed that suitable finance has already been put aside for new schools aimed to be built for 2025.

In response to a question, it was confirmed that there were as yet no specific plans at this time for the use of the CIL monies held by this Council.

It was mentioned that Ingol and Tanterton NC were to contact this Council concerning an underpass between the two parishes which regularly flooded and might need some remedial action.

The meeting was reconvened

68/22 To approve the following payments:

05/09/2022	NEWGATE NURSERIES BULBS DODNEY PROJECT	62	577.38
05/09/2022	S FITZPATRICK ASSISTANT LENGTHSMAN	63	420.00
05/09/2022	SANDERSONS GRASS CUTTING	64	1212.00
16/09/2022	GGs LENGTHSMAN	65	1053.91

16/09/2022	W V MCWHITTLE 2ND QTR SALARY AND EXPENSES	66	2601.95
16/09/2022	G THOMPSON ASSISTANT LENGTHSMAN	67	472.50
16/09/2022	MILJUE GS ASSISTANT LENGTHSMAN	68	367.50
16/09/2022	HMRC 2ND QTR	69	1922.92
16/09/2022	SAR SERVICES ASSISTANT LENGTHSMAN	70	388.50
30/09/2022	BANK CHARGES	71	18.00
03/10/2022	GGs LENGTHSMAN	72	1101.10
03/10/2022	SAR ASSISTANT LENGTHSMAN	73	157.50
10/10/2022	PRINTING WORLD NEWSLETTER	74	272.50
10/10/2022	G THOMPSON ASSISTANT LENGTHSMAN	75	630.00
10/10/2022	PRESTON CC OPEN SPACE CONTRIBUTION 2 QTRS	76	16406.00
10/10/2022	GGs LENGTHSMAN	77	1069.64
10/10/2022	SANDERSONS GRASS CUTTING	78	1212.00
10/10/2022	MILJUE GS ASSISTANT LENGTHSMAN	79	420.00
10/10/2022	FITZPATRICK ASSISTANT LENGTHSMAN	80	483.00

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

69/22 To consider planning application number 06/2022/1101 being a Hybrid application for full planning permission for 163 dwellings and outline permission for 120 dwellings (access only) on land west of Lea Road Preston

It was resolved:

That whilst this Council has no objections in principle to the proposed developments, they are however aware of concerns with regard to potential flooding given what are thought to be high water table levels and the ongoing effects of climate change. The Council request that detailed attention is given to the drainage proposals to ensure they are fit for purpose and are properly maintained thereafter.

This Council also requests that the removal of hedgerows and trees is restricted to essential needs and that replanting is undertaken wherever possible in order to mitigate any effects on the environment due to climate change.

70/22 To consider planning application 06/2022/1177 being a Reserved matters application (appearance, landscaping, layout and scale only) Land off Riversway and West of Dodney Drive Preston

It was resolved:

That this Council is aware of a path running from Blackpool Road through the proposed development to the Guild Wheel to the north, which also has an established access from North Syke Ave, and whilst this path is not a designated a PROW, it has for many years been used regularly by local residents. It would appear that access through the development would still allow access to the Guild Wheel however the access from North Syke Ave has been eliminated. We are aware that there were initial objections to a link between the Dodney Drive estate and the new development but that these objections were it is believed in respect of vehicular access. This Council requests that a 'pedestrian access only' is created between the two estates in the vicinity of North Syke Ave for the convenience of local residents so that they may continue to enjoy access without the need to take a long diversion via Blackpool Road.

In addition, it is requested that only essential hedgerow and tree removal is undertaken, and replanting done wherever possible to protect the environment and combat climate change.

Some concern has been raised concerning drainage ditch removal and the nearness of proposed dwellings in relation to existing properties. This Council would request that statutory distances are maintained between new and old, and that removal of any drainage is adequately covered and provided for in the drainage plans.

71/22 To consider a response to the enclosed consultation on the expansion of Lea Community Primary School.

It was resolved that no representation should be made.

72/22 To approve the enclosed Financial Statement as of 30th September 2022

It was resolved that the Financial Statement as of 30th September 2022 should be approved

73/22 To consider the enclosed budget for 2023/24 and set the Precept for 2023/24

It was resolved that the Precept for 2023/24 should be set at £127600.00

74/22 To consider and approve the enclosed draft response to the External Auditor concerning an objection raised by a member of the electorate relating to payments to Preston City Council in respect of Open Space maintenance

It was resolved that the following response should be approved:

In order to respond to the resident objection to payments totalling £41015.00 to PCC in the accounting year 2021/22 it is necessary to fully understand the rationale behind these payments and what actions the Council took prior to that time.

In late 2016 the then Chairman and clerk were asked to attend a meeting with Preston City Council (PCC) who announced that they were requesting a contribution from all parished areas towards open space maintenance costs. They went on to say that if the requested funding could not be obtained it would mean a reduction in open space maintenance with a reduction in grass cutting frequency and maintenance of playgrounds which might lead to some closures.

At the Council meeting held on the 20th February 2017 the request was considered by the Parish Council who were concerned that some of the open spaces which had been taken over by PCC in 2010 were perhaps the subject of an agreement which provided an endowment to PCC from which income could be derived to pay for maintenance of transferred areas. This is also referred to in the residents letter of objection. It was resolved at that meeting that a local PCC Ward Councillor for the area was to arrange to meet with officers of PCC to discuss the situation including a suggestion that some of the endowment funds had been used for a purpose(s) other than which they were intended in the 2010 Agreement between the Homes and Communities Agency (HCA) and PCC previously referred to.

*At the March 2017 Council meeting a verbal report was received from the local ward councillor confirming that monies had been paid over by HCA to PCC upon the transfer of areas of land but that those funds **were not ring fenced** and that some of them had indeed been used for other projects. It was noted that concern was raised that non parished areas were not subject to the request for funding, that it was therefore discriminatory and that effectively residents of parished areas were being asked to pay twice. This latter point being part of the residents objection to payments in the year 2021/22. In this same meeting it was resolved that no decision on any contribution could be agreed pending further details and that the electorate should be advised of the situation in the Council's next newsletter.*

At subsequent Council meetings the Council resolved to:

- 1. Contact HCA for clarification as to the terms of the 2010 agreement*
- 2. Contact the local MP to seek assistance in obtaining any further information*
- 3. Obtain a legal opinion as to the terms of the 2010 agreement and what if any action this Council might take*

*The response from HCA stated that **The dowry was paid to PCC for long term maintenance, but the way in which money was used was left for the Council to determine and not exclusively for expenditure on the transferred sites.***

*The response for HCA to our MP stated that **The dowry was paid over to PCC in order for long term maintenance, however the way in which the money was used was left up to the Council. In other words, there was no requirement for the endowment to be exclusively ring fenced and held for expenditure on the transferred sites.***

The Barristers report (enclosed) also surmised that it was highly unlikely that any case could be made that the funds had been transferred with the intention of creating a position whereby they were held in Trust.

*We also hold on file a copy of a communication from HCA to the resident raising the objection (who was undertaking his own enquiries) which states **I hope this goes some way towards explaining why there is no express obligation in the CRA agreement regarding the use of the endowment. Which I can see from your correspondence is a cause***

of concern to you. Clause 4.2 (The Endowment will provide an annual income to fund the property's annual maintenance costs in perpetuity) is not worded so as to impose an obligation on the Council. I have spoken with the officer concerned. He has clarified that his words were intended to convey that Homes England consider the endowment was given to compensate the Council for the obligations it had assumed by taking on a transfer of the property, including the indemnities that it has provided to Homes England.

It was the view of this Council at that time that no further action in respect of the Agreement should be undertaken based on the information received as above. The Council agreed to the request for a contribution to open space maintenance and similar requests for contributions have been made and approved each year since 2018/19 leading to the payments to which The residents objects in the accounts of 2021/22. The amount of the request each year has remained unchanged and is only shown to be higher in 2021/22 since the last quarter of 2020/21 was not collected by PCC in time to be included in that year's accounts as this Council works on Receipts and Payments accounting standards.

The payments were as follow – copy minutes enclosed:

DATE	PAYEE	MINUTE	AMOUNT
26/04/2021	PRESTON CC (RELATES TO YEAR 2020/21 QTR 4	53/21	8203.00
22/11/2021	PCC OPEN SPACE CONTRIBUTION 1 AND 2 QTRS	05/22	16406.00
30/03/2022	PCC OPEN SPACE CONTRIBUTION 3 AND 4 QTRS	31/22	16406.00

The payments were made under lawful statute being the General Power of Competence which this Council certified itself as meeting the criteria for and therefore able to use on 13th May 2019.

75/22 To note that the date of the next meeting is scheduled for the 23rd January 2023

It was noted that the next meeting is scheduled for the 23rd January 2023

FINANCIAL STATEMENT 1ST APRIL 2022 TO 31 DECEMBER 2022			
REVISED			
BUDGET	INCOME	£	
148154	Balance b/f 1st April 2022	183044.67	Higher due to additionl CIL funding and underspend
116000	Precept	116000.00	
20	Bank Interest	1330.76	Investments now paying interest
4166	V A T Recovered	5461.26	
	CIL	12745.05	Further CIL funding
	OTHER	139.47	Refund overpayment stationery
268340		318721.21	
1000	Donations/Sponsorship		
240	Hire of Hall for Meetings	180.00	
550	Subs/Registrations/Training/Web Site	424.19	
6500	Grass Cutting	7380.00	Price rise after budget set
55000	Lengthsmen	38484.65	
600	Insurance	511.37	
4000	Open Space - Plants Bulbs General Repairs etc	1416.62	
	VAT recoverable	3172.73	
16000	Clerk salary & Office Allow	12707.24	2022/23 pay rise higher than anticipated
1000	National Insurance	889.42	2022/23 pay rise higher than anticipated
500	Postage, Telephone & Stationery	511.80	Refund £139.47 received net £372.33
400	Petrol Costs	156.95	
600	Audit / Legal	150.00	External Audit not yet completed
1500	Newsletter	545.00	Invoices stil outstanding
100	Bank Charges	54.00	
4500	Xmas Tree		Awaiting 2022 Invoices
33000	PCC Open Space Contribution	16406.00	
8000	Ponds Project	354.17	Major costs not yet incurred
4300	Dodney Project	3454.63	
3000	Lea Town Planter Project	2227.10	
1100	Cottam Benches Project	1064.17	
1600	Jubilee Park Hedgerow Project		Invoices not yet received
320	Community Centre Project	496.00	
143810	Total	90586.04	
124530	Balance in hand	228135.17	
82999	less Restricted Funds (CIL)	130750.71	
41531	Reserves (General)	97384.46	
	BANK BALANCE	10238.33	
		166541.85	
		51354.99	
		228135.17	
	LESS O/S	0.00	
		228135.17	

COMMUNITY INFRASTRUCTURE LEVY RECEIPTS AND PAYMENTS

DATE	REASON	PAYMENT	INCOME	BALANCE
28/10/2016			11386.47	11386.47
28/04/2017			12648.78	24035.25
02/04/2018			23086.01	47121.26
25/06/2018	Miller Green Path	5000.00		42121.26
11/07/2018	Miller Green Path	5000.00		37121.26
14/08/2018	Miller Green Path	5970.00		31151.26
17/09/2018	Jubilee Rectreation Goal Posts	258.75		30892.51
17/09/2018	Miller Green Raised Beds	1750.78		29141.73
26/09/2018	Labour Miller Green Raised Beds	100.00		29041.73
08/10/2018	Miller Green Riased Beds	1886.50		27155.23
08/10/2018	Miller Green Trees	1364.65		25790.58
15/10/2018	Miller Green Shrubs	984.35		24806.23
15/10/2018	Replace Notice Boards x 2	2200.00		22606.23
25/10/2018			3208.09	25814.32
12/11/2018	Miller Green Gates Repair	269.72		25544.60
26/11/2018	Replace Notice Boards x 2	2254.00		23290.60
04/12/2018	Miller Green New Benches x 2	895.50		22395.10
07/12/2018	Pond Mulch For Maintenance	121.97		22273.13
18/12/2018	Jubilee Pond Project	638.40		21634.73
11/01/2019	Miller Green Riased Beds Mulch	307.88		21326.85
31/12/2019	Balance To Date			21326.85
21/06/2019	Bee/Wildflower Meadow Creation	313.23		21013.62
13/09/2019	Bee/Wildflower Meadow Creation	150.00		20863.62
25/11/2019	Blackpool Rd Wildlife Area Creation	60.04		20803.58
23/12/2019	Blackpool Rd Wildlife Area Creation	286.15		20517.43
25/10/2019			8663.30	29180.73
28/04/2020			61818.87	90999.60
01/03/2021	Jubilee Recreation Ground Grant	8000.00		82999.60
23/04/2021			39977.84	122977.44
30/09/2021	Cottam Path Project to Date	2936.01		120041.43
15/10/2021	Cottam Path Project Further Stone	654.40		119387.03
22/10/2021			16370.84	135757.87
25/10/2021	SPID Replacement	3132.00		132625.87
25/10/2021	3 x Planters Aldfield Avenue	1190.78		131435.09
31/12/2021	Balance To Date			131435.09
16/03/2022	Basketball Units	5832.36		125602.73
11/04/2022	Ponds Project	354.17		
11/04/2022	Dodney Project	449.04		
25/04/2022	Dodney Project	1840.00		
25/04/2022	Dodney Project	684.44		
25/04/2022	Planter Project Lea Town	275.00		
22/06/2022	Community Centre Project	96.00		
22/06/2022	Lea Town Planter Project	1438.90		
22/06/2022	Community Centre Project	400.00		
22/06/2022	Cottam Benches Project	758.00		
22/06/2022	Lea Town Planter Project	215.00		119092.18
22/04/2022			8531.78	127623.96
04/07/2022	Lea Town Planter Project	298.20		
04/08/2022	Cottam Benches Project	306.17		
05/09/2022	Dodney Project	481.15		126538.44
30/09/2022	Balance to Date			126538.44
28/10/2023			4213.27	130750.71