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2<sup>nd</sup> October 2023

## NEXT MEETING

Members of the Council are summoned to the **PARISH COUNCIL MEETING** to be held on Monday the 9th October 2023 at Cottam Community Centre Haydocks Lane 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 4<sup>th</sup> September 2023 (enclosed)
3. To receive Declarations of Interest
4. To adjourn the meeting for a period of public discussion

*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 authorise payment of the following accounts:

15/08/2023	RIBBLE VALLEY GATES - REPLACE GATE MILLER GREEN	40	684.00
15/08/2023	SANDERSONS - GRASS CUTTING	41	1272.00
15/08/2023	COTTAM COMM ASSOC - ROOM HIRE	42	30.00
15/08/2023	BG FENCING - GRAVEL FOR PATH RE-STONING / SOIL - NOTICE BRD GARDEN	43	847.25
15/08/2023	SAR SERVICES LENGTHSMAN TEAM	44	115.00
15/08/2023	MILJUE GS LENGTHSMAN TEAM	45	690.00
15/08/2023	S FITZPATRICK LENGTHSMAN TEAM	46	460.00
15/08/2023	GGs LENGTHSMAN TEAM	47	2352.80
15/08/2023	G THOMPSON LENGTHSMAN TEAM	48	678.50
15/08/2023	FRETFOIL BIN BAGS	49	132.80
15/08/2023	W V WHITTLE - AGRIGEM WEED KILLER REIMBURSE	50	137.35

6. To consider a suggestion from Cllr Smith that this Council commission Dave Robinson to create TWO poster montages, one representing Cottam and the other representing Lea for which this Council would have copyright. Examples of his work will be available at the meeting. It is expected that our logo would be included. The idea is that once the designs have been agreed we would advertise them for sale as prints in accordance with the pricing detailed below using Facebook, our web site and newsletter. Should this project be agreed it is anticipated that we would also contact LEP concerning the project.

Dave Robinson has set up and runs his own business and he would deal with sales, printing, distribution and administration the prices having been set so that a payment would be made to this Council on each sale, probably on a quarterly basis. These payments received would be donated to a local charity.

The idea would provide therefore increase the visibility of the Parish Council, provide residents with the opportunity to purchase a bespoke print covering features of the area in which they live and support a local charity.

Initially it is envisaged that only prints would be available however going forward other items such as cards, mugs and coasters etc might be produced using our design.

As Lea and Cottam have different identities two designs would be produced however, they would be constructed in such a way that if both were purchased, they could link together - so if on a wall would look part of a set. Commissioning cost is £1500.

Provisional sale prices:

A4 to retail at £30 including Vat plus postage of £3.95 ---- £10.50 of which would go to charity.

A3 to retail at £40 including Vat plus postage of £3.95 ---- £14 of which would go to charity.

A2 to retail at £45 including Vat plus postage of £3.95 ---- £15 of which would go to charity.

Examples will be available at the meeting showing other projects which have been undertaken.

7. To consider a proposal that this Council undertake a trial cleanup of one pond in the Parish, this to include bringing the water quality up to a standard that will allow the return of aquatic life to the pond by oxygenating the water and clearing the pond of invasive non-oxygenating plants and sediment. Since our in-house staff are not insured or qualified to work in water it will need the input from a licensed and qualified specialist company to undertake this work.

A quotation is enclosed from 'Ponds Northwest' outlining proposed improvement works based on the Valentines Meadow Pond as an example. Further quotations are being pursued for both this pond and the pond located by the cross on Cottam Way. It is hoped that these will be available at the meeting.

The Council are asked to consider the outline proposal, the quotations which are available, decide which pond would be most suitable and whether they wish to take the project forward and allocate a budget from CIL monies, bearing in mind that no work can be undertaken without the prior permission of Preston CC who have not yet been approached.

8. To note that the next meeting is scheduled for the 27<sup>th</sup> November 2023





MINUTES of the **PARISH COUNCIL MEETING** held on

Monday the 4<sup>th</sup> September 2023 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

There were two members of the public present

Present: Cllrs Butler, Abram, Casterton, Gibson, Jewell, Lambert, Parker, Rayfield, Helvin and Smith

53/23 To receive Apologies

*Cllrs Whitham, Coward, Brown and O'Donnell*

54/23 To consider and approve the Minutes of the Meeting held on the 3<sup>rd</sup> July 2023 (enclosed)

*It was resolved that the minutes of the meeting held on the 3<sup>rd</sup> July 2023 should be signed by the Chairman as a true and accurate record*

55/23 To receive Declarations of Interest

*Cllrs Parker, Smith and Gibson declared a personal and prejudicial interest in planning application 06/2023/0912 due to their being on the Community Centre Management Committee. They left the room and did not take part in the debate or voting on this matter.*

56/23 To adjourn the meeting for a period of public discussion

*The meeting was adjourned*

*A resident introduced himself as a new member of Woodplumpton Parish Council who had attended to observe the meeting.*

*The meeting was re-convened*

57/23 To consider the following planning applications:

LCC/2023/0029 – Extension to existing school to include 5 new classrooms, wc, hygiene room and corridor @ Lea Community Primary School, Greaves Town Lane.

LCC/2023/0028 – Creation of 325 sq metre tarmac playground and 2 new tarmac car parks to the north and south of the school utilising the existing school entrances to provide an additional 22 car parking spaces @ Lea Community Primary School Greaves Town Lane.

*It was resolved that this Council should write supporting both of the above applications.*

06/2023/0912 – Change of use of part of Community Centre (Class F2) to post office (Class E) @ Cottam Hall Community Centre Haydocks Lane

*It was resolved that no representation should be made.*

58/23 To authorise payment of the following accounts:

07/06/2023	T FATTORINI CHAIRMANS BARS FOR REGALIA
07/06/2023	REIMBURSE PURCHASE RESIN LOOSE STONE

18	130.94
19	62.99

07/06/2023	COTTAM CC ROOM HIRE	20	60.00
07/06/2023	NEWGATE NURSERIES HANGING BASKETS & FILL PLANTERS	21	638.16
07/06/2023	AUDIT FEES 2021/22 EXTERNAL	22	2098.80
21/06/2023	S FITZPATRICK ASSISTANT LENGTHSMAN	23	636.77
21/06/2023	MILJUE GS ASSISTANT LENGTHSMAN	24	609.50
21/06/2023	SAR SERVICES ASSISTANT LENGTHSMAN	25	408.25
21/06/2023	GGG LENGTHSMAN	26	2380.10
21/06/2023	G THOMPSON ASSISTANT LENGTHSMAN	27	517.50
21/06/2023	NEWGATE NURSERIES SUMMER BEDDING	28	70.56
21/06/2023	W V MCWHITTLE 1ST QTR SALARY EXPENSES	29	2796.90
21/06/2023	HMRC 1ST QTR	30	2051.67
30/06/2023	BANK CHARGES	31	18.00
17/07/2023	SANDERSONS GRASS CUTTING	32	1908.00
17/07/2023	MILJUE GS ASSISTANT LENGTHSMAN	33	414.00
17/07/2023	SAR SERVICES ASSISTANT LENGTHSMAN	34	253.00
17/07/2023	G THOMPSON LENGTHSMAN TEAM	35	632.50
17/07/2023	GGG LENGTHSMAN TEAM	36	2249.00
17/07/2023	FITZPATRICK LENGTHSMAN TEAM	37	517.50
17/07/2023	BG FENCING ENHANCEMENT / MAINTENANCE NOTICE BOARD AREA	38	311.15
17/07/2023	SANDERSONS GRASS CUTTING	39	1272.00

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

59/23 To approve the enclosed Financial Statement of Accounts as of 30<sup>th</sup> June 2023

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

60/23 To further consider a resident request that has been forwarded from the office of M Menzies MP to install a bench on land adjacent to the pond on Parkside Avenue so that residents may sit and enjoy watching the wildlife on the pond. The original request was sent to PCC (who own the land) who refused as they had no funding for new benches. Cost from CIL funds estimated at approx £600 including creation of flagged mounting area.

*Please note that a survey of 80 properties on the immediate housing estate attracted 18 responses either by email or telephone. Of those responses only 2 objections were received (one that it was a congested area with parked vehicles and was a waste of money, two that it would be a cause of ASB) All other responses were incredibly positive. Permission will also be required from PCC.*

***It was resolved that a bench should be installed as detailed above subject to permission from PCC who had verbally agreed.***

61/23 To note that the arrangements for the Clerk to manage the Facebook Page on the basis of one hour per week for a trial period of 12 months has now expired. The Council are now required to consider the continuation of the Facebook Page by incorporating the agreed one hour per week workload into the Clerks permanent contract.

***It was resolved that the above arrangements should continue on a permanent basis as set out above.***

62/23 To ratify the agreement of members to increasing the budget for a trim trail on Jubilee Park from £19K to £24 K in the light of the latest quotation, noting that permission of PCC is required for the project to go ahead and that any further delays may result in further increase in prices. CIL budget to fund.

***It was resolved that the requested budget should be ratified and increased as detailed above.***

63/23 To consider and approve a budget for the erection of fencing to the south side of Jubilee Park Recreation Ground so as to improve and enhance the visual aspects of the recreation ground and restrict potential ASB by youths creating 'dens' in the current area between resident fencing and existing trees/shrubbery at a cost of £10185 on current prices. Permission of PCC is required. CIL budget to fund.

***It was resolved that the above proposals should be approved, and the work carried out subject to permission of PCC which had already been given verbally.***



64/23 To approve the installation of a permanent power supply for the Lea Town Christmas Tree. Agreement has already been made to pay for an electrical supply from the Church at approx £5K. The Church do not wish to undergo the disturbance that would be created by having to dig up a long length of their tarmac paths. An alternative is to obtain power direct from the mains which requires the provision of a suitable cabinet and connection by Electricity NW Ltd. PCC electrical team can undertake provision of cabinet which need to meet ENW Ltd specifications. Cost are ENW Ltd £1996 PCC £1615 = £3611 on current prices which is significantly cheaper than previously agreed resolution.

Cabinet to be installed on Church land inside front hedge subject to permission of Church OR adjacent pavement which will require LCC permission. It is possible due to obtaining permissions, the timescales for installation and connection that this project may not be completed in time for this year in which case it would be proposed that we continue with existing arrangements for one further year.

*It was resolved that the installation outlined above should be approved subject to the agreement of the Church.*

65/23 To note that the next meeting is scheduled for the 9<sup>th</sup> October 2023

*It was noted that the next meeting is scheduled for the 9<sup>th</sup> October 2023*

# Ponds Northwest

Dave tel:07737674417, email:dave@pondsnorthwest.com

Quote for:

John

56 the gables

Cottam

Pr40lg

Date:23/07/2023

Quote for pond work on pond 1

(Valentin Meadow)

After initial site visit we have many suggestions to improve the look, functionality and quality of the pond in question.

First task is to cut back the plants, everything is a suggestions to greatly improve the pond as a feature at the bottom of your garden

Tasks we propose to carry out:-

## Stage 1

- Test all water parameters to make sure it's safe for wildlife and to help improve clarity
- Cut back and tidy plants as much as possible
- Supply and distribute powder treatment throughout the pond to help with clarity
- Tidy up the banks with weed sheet and bark around the perimeter of the pond

Total.....£7500+vat

The main aim of this section is to improve the overall look of the pond, removing alot of the vegetation and dredging some sludge from the pond. Then using a sequence of natural powder treatments that put nutrients and oxygen back into the pond to help with clarity and quality of water. Unfortunately In Bodies of water like this the clarity is unlikely to ever be amazing but it can be improved with the right care and attention. We will look to cut back some of the trees exposing more of the pond as a feature

## Stage 2

- Strengthen the banks  
The current banking is rotten and will get worse over time our aim will be to remove existing wooden Bank and replace with new wooden edge.
- Remove old wood edge

# Ponds Northwest

Dave tel:07737674417, email:dave@pondsnorthwest.com

- Supply and install new pond edge where required

This section will not only strengthen the banks but will also make more of a feature of the pond and help to make it more aesthetically pleasing

Total cost.....£7200+vat

## Stage 3

- Add rocks as features around the perimeter of the pond
- Add planting around the pond to create a great feature pond

This is the section that will make the pond amazing as a feature for everyone to enjoy, the rocks and plants supplied will really make the pond stand out as a selling point for the estate.

£8500+vat

Further suggestions for the future.....priced further down the line

- ❖ Ongoing maintenance.....monthly visits.....£450+vat per visit
- ❖ Add a decking Jeti to create a great feature.....starting at £6500+vat depending on specified sizes and railings

Thanks

Regards

Dave

Ponds northwest