



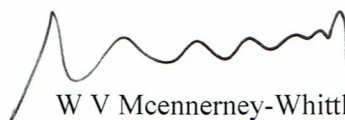
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28<sup>th</sup> February 2024

## NEXT MEETING

Members of the Council are summoned to the **PARISH COUNCIL MEETING** to be held on Monday the 4<sup>th</sup> March 2024 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 22<sup>nd</sup> January 2024 (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:

11/01/2024	GGs LENGTHSMAN TEAM	107	1020.30
23/01/2024	EON NEXT UNIT COST AND STANDING CHARGE XMAS LIGHTS TO 31/12	108	67.59
30/01/2024	MILJUE GS LENGTHSMAN TEAM	109	517.50
30/01/2024	S FITZPATRICK LENGTHSMAN TEAM	110	506.00
30/01/2024	G THOMPSON LENGTHSMAN TEAM	111	402.50
30/01/2024	GGs LENGTHSMAN TEAM	112	2370.10
30/01/2024	SAR SERVICES LENGTHSMAN TEAM	113	57.50
30/01/2024	COTTAM COMM ASSOC	114	35.00

6. To appoint Sandra Wiseman as the internal auditor for 2023/24 at a fee of £182.00 and approve the Terms of Reference and Internal Control / Suggested Testing Methodology the relative documents having already been circulated
7. To consider and approve the following documents which have already been circulated to members:
  - The Councils Risk Management Policy Statement 2024
  - The Councils Risk Management Register 2024
  - The Councils Asset Register 2024
  - The Review of the Effectiveness of the Internal Audit and Internal Control 2024

8. To consider and approve this Council's Standing Orders and Financial Regulations which have been reviewed in line with the recommended 4-year cycle and which have already been circulated to members.
9. To receive an update (enclosed) from the Canberra Memorial working group and approve in principle the new proposals, authorising the working group to obtain more up to date costings in order to make a final decision at a future full Council meeting.
10. To appoint an Executive Committee to consider recent correspondence (already circulated) from the assistant lengthsman, to review and amend if appropriate the self-employed contract terms relating to the assistant lengthsman role and decide the hourly rate to be applied to the new contracts to be offered from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025.
11. To note that the next meeting is scheduled for the 8<sup>th</sup> April 2024



Minutes of the **PARISH COUNCIL MEETING** held on  
Monday the 22<sup>nd</sup> January 2024 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

Present: Cllrs Butler, Whitham, Casterton, Gibson,  
Abram, Rayfield, Smith, Jewell, Coward, O'Donnell, Lambert and Parker

There were 5 members of the public present which included the two local PCs for the area, the Deputy Police and Crime Commissioner and local Ward Councillor

01/24 To receive Apologies

**Cllr Brown**

02/24 To consider and approve the Minutes of the Meeting held on the 27<sup>th</sup> November 2023 (enclosed)

***It was resolved that the minutes of the meeting held on the 27<sup>th</sup> November 2023 should be signed by the Chairman as a true and accurate record.***

03/24 To receive Declarations of Interest

**None**

04/24 To adjourn the meeting for a period of public discussion

*The meeting was adjourned*

*The Deputy Police and Crime Commissioner (Andy Pratt) explained his role and responded to questions from members and the public. He referred to the Police and Crime Plan 2021-2025 which set out the five priorities being Getting Tough on Anti-Social Behaviour, Disrupting and Dismantling Organised Crime, Tackling Domestic and Sexual Violence, Cracking Down on Burglary and Robbery and Targeting Dangerous Drivers. The plan can be viewed @ <https://www.lancashire-pcc.gov.uk/the-police-and-crime-plan/>*

*Andy himself is particularly responsible for the Road Safety Agenda and works in conjunction with the Lancashire Road Safety Partnership who will look at public concerns about speeding amongst other things. Full details can be viewed @ <https://lancsroadsafety.co.uk/> where road safety concerns may be reported for investigation.*

*He mentioned that in today's rapidly evolving world, ensuring the safety and security of our homes and businesses is of paramount importance. One vital tool that aids in this is Closed-Circuit Television Cameras, which act as a vigilant eye, monitoring activities in and around our premises. To further improve community safety and assist law enforcement, Lancashire Constabulary offers an opportunity for individuals and businesses to voluntarily register their CCTV cameras through the Community Portal. This can be done @ <https://www.lancashire.police.uk/contact-us/register-your-camera/>*

*It was agreed that the two local PCs (Abby Ward - Lea & Jen Coupe - Cottam) would provide their contact details to the Clerk for circulation amongst Members.*

It was also confirmed that current policy was to have more Neighbourhood Policing in place something was now evident in this area with local officers as detailed above. Mention was made of PACT meetings in the Lea area, and it was confirmed that officers would attend when available. There was concern that local crime and ASB figures were not available in depth, and it was suggested that the Street Check web site might provide more specific information - <https://www.streetcheck.co.uk/>

In response to a question, it was confirmed that there is a Drone Unit which is generally used for major incidents and to assist in locating drug farms and that this is an area which is being developed for the future.

Concern was raised regarding Mopeds/E-Cycles etc on Guild Wheel – police are aware of the issue and are targeting reported areas. They are unable to ‘chase’ due to public safety concerns but are trying to identify entrances and exits which are regularly used so that action and seizure can take place as appropriate. It is important that residents supply information to assist.

Police always respond to 999 calls however mental health issues require the right care for the right person. Reference was made to the Hub of Hope which can be used to help achieve that outcome. The Hub of Hope is the UK’s leading mental health support database. It is provided by national mental health charity, Chasing the Stigma, and brings local, national, peer, community, charity, private and NHS mental health support and services together in one place for the first time - <https://hubofhope.co.uk/page/what-is-the-hub-of-hope>

Referring to a question on Cyber Crime it was mentioned that this is a growing issue, that there is a National Cyber Crime Unit however it is important that people are aware and are careful in responding to emails etc especially when they are unsure where they are from. This area of crime is not in the current plan but may well be in the future. The officers present stated they would see if any literature was available.

It was noted that the Preston Courts are now back open, as is the case at Lancaster and that a new site is being developed in Blackpool. It was also mentioned that the police are considering opening more local police stations. Andy also referred to a ‘Life Saver Course’ run by NW Ambulance which could be undertaken by groups so that individuals were trained to respond quickly to accidents and collisions as all too often it is local people who are the first on the scene.

Andy was thanked for his input.

A resident then raised issues with regard to closed public rights of way that he felt had been closed for several years. He had already contacted the Chairman on these issues and the Chairman was looking at his observations.

05/24 To authorise payment of the following accounts:

06/11/2023	S FITZPATRICK LENGTHSMAN TEAM	77	345.00
06/11/2023	NEWGATE NURSERIES PLANTING	78	74.34
06/11/2023	PRINTING WORLD NEWSLETTER	79	272.50
06/11/2023	COTTAM COMMUNITY ASSOC ROOM HIRE	80	30.00
06/11/2023	GGG LENGTHSMAN TEAM	81	2300.90
06/11/2023	SAR SERVICES LENGTHSMAN TEAM	82	241.50
06/11/2023	MILJUE GS LENGTHSMAN TEAM	83	523.25
06/11/2023	G THOMPSON LENGTHSMAN TEAM	84	172.50
20/11/2023	SPECIALIST AQUATIC SERVICES	85	180.00
20/11/2023	BG FENCING	86	566.80
20/11/2023	COTTAM COMMUNITY ASSOC ROOM HIRE	87	30.00
05/12/2023	DAVEROB COMMISSION PARISH COUNCIL WARD MONTAGUES	88	1800.00
05/12/2023	PRESTON CC OPEN SPACE CONTRIBUTION	89	16406.00
07/12/2023	SAR SERVICES LENGTHSMAN TEAM	90	345.00
07/12/2023	SLCC SUBSCRIPTION 1/3 RD SHARE	91	118.32
07/12/2023	GGG LENGTHSMAN TEAM	92	2456.60
07/12/2023	MILJUE GS LENGTHSMAN TEAM	93	747.50
07/12/2023	VISION ICT WEB HOSTING SUPPORT AND DOMAIN RENEWAL	94	357.60
07/12/2023	S FITZPATRICK LENGTHSMAN TEAM	95	632.50
07/12/2023	REIMBURSE CLERK XMAS EVENT REFRESHMENTS SWEETS ETC	96	86.00
07/12/2023	G THOMPSON LENGTHSMAN TEAM	97	690.00
18/12/2023	GGG LENGTHSMAN TEAM	98	1307.50
18/12/2023	HMRC TAX DEDUCTIONS AND EMPLOYER NAT INS	99	2485.81
18/12/2023	WV MCENNERNEY-WHITTLE SALARY 3RD QTR	100	3149.02
18/12/2023	SANDERSONS AND SONS GRASS CUTTING	101	1272.00
21/12/2023	EON NEXT ELECTRICITY SUPPLY TO DARKINSON LANE	102	2.85
27/12/2023	MILJUE GS LENGTHSMAN TEAM	103	517.50
27/12/2023	S FITZPATRICK LENGTHSMAN TEAM	104	540.50

27/12/2023 SAR SERVICES LENGTHSMAN TEAM  
31/12/2023 BANK CHARGES

105 218.50  
106 18.00

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

06/24 To approve the enclosed Financial Statement and Report as of 31<sup>st</sup> December 2023.

*It was resolved that the Financial Statement as of 31st December 2023 should be approved*

07/24 To consider the requested contribution to Preston City Council as per the enclosed letter.

*It was resolved that the requested contribution of £32812 for 2024/5 towards open space maintenance costs to be paid to Preston City Council should be approved.*

08/24 To receive a verbal update report from the playground enhancement working group

*The following information was provided:*

*The group are awaiting quotes for the installation of new equipment on the play area on Haydocks Lane, together with the pointing of the walls in that area and the installation of a further bench or relocation of an existing one. It is expected that the quotes will be available for the next meeting so that the setting of a budget can be considered using CIL monies. Engagement with PCC will then take place to carry the project forward as appropriate.*

09/24 To note that the next meeting is scheduled for the 4<sup>th</sup> March 2024

*It was noted that the next meeting is scheduled for the 4<sup>th</sup> March 2024*

## **Report to the Council on the Canberra Project**

### **Background**

A Canberra Bomber flying from Samlesbury to Warton in the 1950's crashed onto a farm in Cottam with the loss of the pilot.

The crash was caused by a spanner being left in the wing and causing the failure of the ailerons.

During the planning of the Cottam Hall area the New Town Development Corporation decided to place a memorial at the site of the crash and commissioned 6 statues to be made from old sandstone gateposts from the farm land.

A sub committee was set up in 2018 to look at the possibility of improving this memorial.

### **Initial Findings**

The sub committee looked at ways to improve the existing memorial into the Canberra crash site which is commemorated at a site between Canberra Way and Valentines Lane on a footpath that is not well used.

The existing memorial consists of two parts, one at each end of the footpath and consists of small areas of block paving with statues made from old sandstone farm gate posts.

The existing statues have weathered badly and have also suffered from damage caused by vandalism. There is nothing at the site to suggest what they represent.

Options included:

1. Leave where they are and improve the surrounding area with repair/replacement of existing statues and provision of appropriate notice boards.
2. Move the memorial to a more accessible site and repair/replace the existing statues with appropriate notice boards. Improve the surrounding area to make it a destination point within the community.

During 2019 into early 2020 the Council had made the decision in principal to move the site of the memorial to a more prominent site nearer Cottam Way and proceeded to obtain quotations for the work and obtain permission from Preston City Council and an initial budget was approved by the Council.

Everything came to a complete halt when Covid struck and then it was found that the proposed new site was not actually owned by PCC but by Barrett Developments who closed the footpath through this new site. The area around the existing site started to be developed in 2021 and the majority of that project has now been completed which meant that the initial reasons for moving the monument were no longer valid as the site was now more open and accessible with less chance of vandalism.

The sub-committee have undertaken a further site survey and have come up with a different proposal.

### **New Proposal**

Leave the monument where it is but enhance the area. This could be done in two parts:

#### **A. Initial Phase**

1. The existing block paved circles need cleaning and some repair work will need to be done as some pavers are out of alignment.
2. The area around the Canberra Way site is prone to waterlogging and would require a soak-away constructed to keep it clear along with a 12 inch circle around the pavers to be filled with chippings to help with the drainage.
3. A notice board to be placed at this site to explain its purpose.
4. The area around the Valentines Lane end will need more work as the developer has put up a fence which is too short and this area and is being used as a short cut by both cyclists and pedestrians, and the surrounding area is a mud bath. This would necessitate either a longer fence or proper footpath being constructed which should be the responsibility of the developer. A similar scheme for a soak-away and 12 inch circle will also be needed.
5. A notice board at this end is an option.

#### **B. Second Phase:**

1. The statues are in a poor state with one probably being beyond repair as the head has been removed by vandals.
2. They could possibly be cleaned and enhanced on site if the sculptor is willing to undertake the enhancement of the existing design.
3. We would possibly need to have them removed to a workshop for repair and enhancement.
4. We may need to consider new statues to be commissioned.

### **Conclusion**

As the Council has already approved the project in principle we recommend that you instruct the working group to obtain more up to date costings in order to make a final decision at a future full Council Meeting.