



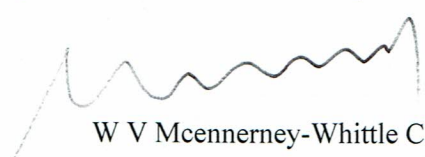
W V McEnnerney-Whittle
7, Bilsborough Meadow
Lea
PRESTON
PR2 1YY

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

13th January 2025

NEXT MEETING

Members of the Council are summoned to the **PARISH COUNCIL MEETING** to be held on Monday the 20th January 2025 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 2nd December 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 person present other than parish council members or officials.

It is expected that Ian Wright for Lancashire County Council will be present to give a short presentation concerning possible potential funded tree planting on Miller Green following Cllr Coward's investigation into improvements to Miller Green. The presentation will explain briefly what the treescapes team does and how they work with parish councils to make tree planting happen. Q And A to follow.

5. To approve the following payments:

04/11/2024	THOMPSON DAGNALL CANBERRA MEMORIAL PROJECT	71	4200.00
04/11/2024	NEWGATE NURSERIES HEDGE PROJECT	72	2048.10
04/11/2024	SANDERSONS GRASS CUTTING	73	1464.00
04/11/2024	S FITZPATRICK LENGTHSMAN TEAM	74	720.00
04/11/2024	A CROSS LENGTHSMAN TEAM	75	922.50
04/11/2024	GGs LENGTHSMAN TEAM	76	2242.00
04/11/2024	A BARTLETT LENGTHSMAN TEAM	77	288.00
04/11/2024	G THOMPSON LENGTHSMAN TEAM	78	660.00
04/11/2024	EON NEXT ELECTRIC CHARGE	79	17.51
04/11/2024	BANK CHARGES	80	7.20

6. To appoint Sandra Wiseman as the internal auditor for 2024/25 at a fee of £190.00 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 2025
 - The Councils Risk Management Register 2025
 - The Councils Asset Register 2025
 - The Review of the Effectiveness of the Internal Audit and Internal Control 2025
8. To consider the attached quotation of ££3501.00 plus vat and decide whether this Council wishes to take forward the installation of a fountain in the pond at the junction of Lea Road and Cottam Way to replace that which is now defunct. It should be noted that the installation will require an electrical connection which Preston CC will make without charge to the existing supply unit located by the cross. In addition, and due to the nature of the installation, maintenance will be required on an ongoing basis since pond fountains do clog up with debris from time to time. It is not possible to know at this stage how regular this might be however it would involve costs of approx £300 per occasion and could be undertaken by the supplier or if happening on a frequent basis, additional debris filters might be required at a current unknown cost.

The proposed installation contractor has suggested that in order to clean the water to some extent, the removal of bull rushes, the planting of more appropriate water plants and the contouring of the bank side which would extend the water surface area would improve the water condition and hopefully help with its condition and filtration. An estimate is enclosed from a recommended contractor to do the above work and plant 200 marginal plants at a cost of £3578.30 plus vat.

The Council is asked to consider the above proposals and decide how they wish to take the proposals forward. To undertake BOTH proposals will require a net budget of £7079.30 plus the potential ongoing maintenance costs.
9. To note that the next meeting is scheduled for the 3rd March 2025.



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

Monday the 2nd December 2024 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

Present: Cllrs Butler, Gibson, Jewell, Rayfield, Whitham, Abram, Brown, Coward, Parker and Smith

There were sixteen members of the public present

71/24 To receive apologies

Cllrs Casterton, O'Donnell and Lambert

72/24 To consider and approve the Minutes of the Meeting held on the 7th October 2024 (enclosed)

It was resolved that the minutes of the meeting held on the 7th October 2024 should be approved and that the Chairman should sign them as a true and accurate record.

73/24 To receive Declarations of Interest

None

74/24 To adjourn the meeting for a period of public discussion

The meeting was adjourned

Three residents raised concerns that a property on Finney Park Drive was being used as a 'House of Multiple Occupancy' and expressed concerns of a various nature in respect of the five male habitants residing there. They had contacted Preston CC but had not received any response to date and wondered if the Parish Council could assist.

It was explained that using properties as HMOs did not necessarily require any planning permission or licenses provided that statutory conditions were being met since such changes of use were often permissible development. It was suggested that to establish the legal planning position was the first step.

Parish Councillor Jewell, in his capacity as a Preston City Councillor, stated that he was prepared to meet with the concerned residents and look into their issues.

Several residents who lived in the vicinity of Park Drive expressed concern with regard to planning application 06/2024/0786 which was being dealt with by this Council under its delegated authority arrangements. Their concerns were that the proposal to create a MOT Station at & Park Drive was inappropriate in a residential area due to the potential increase in vehicular movements in what is an already heavily congested area particularly when the nearby school is opening and closing. It was felt that such an increase would be detrimental to road safety in the area. Further concerns were raised that no notice of the planning application had been received by residents who only knew about it by word of mouth. They also felt that despite a noise survey having been undertaken in practice there would be an increased level of noise due to traffic movements and the running of engines during the test process which would be detrimental to neighbour amenity as would vehicle fumes which would emanate from the garage facilities being used by way of a chimney which was not shown on the application drawings. It was confirmed that the Parish Council were already aware of these issues and would be making representation to PCC on the matters raised.

Two representatives of Preston Community Transport introduced themselves, seeking to explain how their services might help residents in the area, particularly Dial a Ride, which could be used where local transport facilities were lacking. They were looking to extend local knowledge of their services which are outlined on their web page, to potentially seek funding and assistance with advertising in the Parish Council newsletter. It was suggested that they contact the Clerk following this meeting who would provide them with the Parish Council's Grant Policy and could discuss potential advertising in the next newsletter.

The expected presentation from LCC regarding tree planting and funding did not take place since the representative was not present.

The meeting was reconvened

75/24 To approve the following payments:

26/09/2024	BG FENCING LENGTHSMAN MATERIALS	55	26.80
26/09/2024	FRETFOIL LITTER BAGS	56	132.80
26/09/2024	HMRC 2ND QTR	57	2194.15
26/09/2024	W V MCWHITTLE SALALRY AND EXP 2ND QTR	58	2842.73
26/09/2024	MARMAX 3 BENCH RE BENCH PROJECT	59	1659.60
30/09/2024	BANK CHARGES	60	18.00
30/09/2024	OVERCHARGE NEWGATE NURSERIES RE HANGING BASKETS	61	-811.80
15/10/2024	W V MCWHITTLE REIMBURSE WREATH POPPY DAY	62	24.49
15/10/2024	G THOMPSON LENGTHSMAN TEAM	63	780.00
15/10/2024	COTTAM CC ROOM HIRE	64	35.00
15/10/2024	GGs LENGTHSMAN TEAM	65	2358.00
15/10/2024	S FITZPATRICK LENGTHSMAN TEAM	66	720.00
15/10/2024	A BARTLETT LENGTHSMAN TEAM	67	552.00
15/10/2024	AT CROSS LENGTHSMAN TEAM	68	675.00
16/10/2024	EON NEXT ELECTRCIITY SUPPLY LEA TOWN	69	8.50
31/10/2024	SERVICE CHARGE	70	3.30

It was resolved that the payments listed above should be approved

76/24 To approve the enclosed Financial Statement as of the 30th September 2024

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

77/24 To consider the enclosed draft budget and set the Precept for 2025/6

It was resolved that the Precept for 2025/6 should be set at £137000.00

78/24 To approve the release of funds (CIL) of £31992.76 to Preston CC who have received quotes for the installation of a trim trail on Jubilee Park this being the lowest quote of three tenders received and which meets the already agreed specification for this project. Budget previously agreed up to £39K.

It was resolved that release of the funds referred to above should be approved

79/24 To approve release of funds (CIL) of £21535.00 to Preston CC who have received quotes for tree replacements in the Cottam area which have already been approved, this being the lowest quote of three tenders received and which meets the already agreed specification for this project. Budget previously agreed at £21535.00

It was resolved that release of the funds referred to above should be approved

80/24 To consider a request from Cllr Smith that the recently newly replaced bench situated behind the Coop should be moved to an alternative location yet to be agreed due to the unintended consequences of the existing site having now become a hanging out spot for youths.

It was resolved that given a divergence of opinion, rather than make any decision immediately, it would be more appropriate to monitor the situation at this location so that an informed decision could be made in say 6 months' time as to whether it was necessary to re-locate the bench in question.

81/24 To approve payment of 1/3rd Clerk's annual subscription to SLCC at a figure of £120.00

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

82/24 To consider the exclusion of the public and press under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the next item of business to be transacted

It was resolved that the public and press should be excluded from the following item of business due to its confidential nature.

83/24 To consider the four applications which have been sent out under separate cover to members and consider appointing one of the applicants to fill the current casual vacancy that exists for South (Lea) Ward

It was resolved that Sheela Harper should be coopted to this Council.

84/24 To note that the next meeting is scheduled for the 20th January 2025.

It was noted that the next meeting is scheduled for the 20th January 2025

Claremont Aquatic

Cocker Bar Road,
Leyland,
Preston.
PR26 7TA
Tel - 01772 421860

INVOICE

INVOICE #	DATE
00288	07/01/2025

VAT No - 477 3879 82

BILL TO

Bill Whittle
Lea and Cottam Parish Council

clerk@leacottam-pc.gov.uk

DESCRIPTION	AMOUNT
QUOTE as per discussion to supply and fit floating fountain To pond on the junction between Cottam Way and Lea Road	
Floating fountain with 3 white LED lights and stainless steel Fountain head. (fountain height approx 2.5-3m)	
To be anchored in the pond but NOT including connection To existing electrical supply.	
	£3501.00
	VAT@20% £700.20
<i>Thank you for your business!</i>	TOTAL £4201.20

Please make cheques payable to RS HEYS.

BAC TSB Account name Claremont Aquatic Nurseries.

Sort code 77-26-03 Account no 00031033

Bili of Quantities

Cottam Pond

Code	Description	Quantity	Unit	Rate	Total
1	To remove the Typha (bullrushes) from the pond margins. Removal will be by an excavator in the easier to reach parts and hand pulled in the harder to reach areas. The vegetation will be removed and disposed of. The bank side will be contoured and smoothed off. New plants will be added to the margins. A diverse mix of native and cultivars of native plants will be added that are suitable for the conditions present, which will support a wide range of native wildlife. The island could do with some planting to make it more iinteresting and to create a refuge for sheltering wildlife.				
1.1	With an excavator, remove the Typha Latifolia from the margins of the pond and dispose of.	1.00	item	750.00	750.00
1.2	Plant a large collection of 200 native and ornamental plants into the margins, chosen for Biodiversity suitability.	200.00	item	13.87	2,774.00
1.3	The area disturbed by the excavator will be re-seeded with a suitable grass seed.	1.00	item	54.30	54.30
TOTAL					£3,578.30
Value of VAT at 20%					£715.66
Grand Total:					£4,293.96