



W V McEnnerney-Whittle
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Lea
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1st April 2025

NEXT MEETING

Members of the Council are summoned to the **PARISH COUNCIL MEETING** to be held on Monday the 7th April 2025 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

A handwritten signature in black ink, appearing to be "W V McEnnerney-Whittle", is written over a horizontal line.

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 3rd March 2025 (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.

5. To consider whether this Council wishes to make any comment in response to the Central Lancashire Local Plan Consultation (details of which have already been circulated to members)

The Plan shows that there are two Key Development Areas allocated to Lea and Cottam Parish Council comprising Land to the west of Dodney Drive (HS4.2 page 60) which already has planning permission and is currently under construction and Land at Cottam Hall (HS4.1.2 page 60) which is located at the junction of Cottam Way and Lea Road and has also already had planning permission and is under construction.

In addition, a section of land west of Lea Road has been allocated for future development (Ref SS5) Page 38 to 42 of the plan. This area is designated Preston West and is part of the area in which the new rail station will be located, and which will have housing development, some of which has already been considered by this Council minute 69/22 whereby no objections were raised in principle however comments were made with regard to ensuring adequate drainage and that the removal of hedgerows and trees should be restricted to essential needs both of which are referred to at Page 41.

There is also reference to development in area SS3 North West Preston/Bartle (page 29 -33) however this is mainly outside our boundaries and where it is within our area already has planning permission and construction is almost complete.

6. To approve the following payments:

27/02/2025	A T CROSS LENGTHSMAN TEAM	114	825.00
27/02/2025	G THOMPSON LENGTHSMAN TEAM	115	720.00
27/02/2025	BG FENCING LENGTHSMAN MATERIALS	116	194.05
27/02/2025	GGG LENGTHSMAN TEAM	117	2448.00
27/02/2025	S FITZPATRICK LENGTHSMAN TEAM	118	720.00
27/02/2025	A BARTLETT LENGTHSMAN TEAM	119	720.00
27/02/2025	COTTAM CC ROOM HIRE	120	35.00
28/02/2025	BANK CHARGES	121	7.80

7. To approve the enclosed Financial Statement as at 31st December 2024

8. To consider a request from Cllr Jewell who has apparently had representation from some residents to the north of Jubilee Recreation Ground that the already agreed trim trail should now be moved further towards the centre of the ground as it is currently situated too close to their properties.

Please see the attached report from the Chairman and Clerk regarding the consultation that has already taken place on this matter.

9. 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

10. To consider the five 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 Cottam Ward.

11. To note that the next meeting is scheduled for the 12th May 2025.



MINUTES of the **PARISH COUNCIL MEETING** held on
Monday the 3rd March 2025 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

Present: Cllrs Butler, Jewell, Rayfield, Smith, Whitham, Abram, Coward,
Parker, Harper, Brown and O'Donnell

There were three members of the public present.

10/25 To receive apologies

Cllr Lambert and Gibson

11/25 To consider and approve the Minutes of the Meeting held on the 20th January 2025 (enclosed)

It was resolved that the minutes of the meeting held on the 20th January 2025 should be approved and signed by the Chairman as a true and accurate record.

12/25 To receive Declarations of Interest

None

13/25 To adjourn the meeting for a period of public discussion

The meeting was adjourned

A resident raised concerns about dog faeces and the lack of dog bins in the area. A local ward councillor present agreed to take the matter up with Preston City Council who are the responsible authority.

It was mentioned that the works on Hoyles Lane are now finally ending. The road will be partially open very shortly with full re-opening in the summer. Preston Bus has agreed to a limited service along Hoyles Lane once the temporary opening has been achieved

It was mentioned that the nursery development next to the Community Centre has received planning permission and the land has now been cleared ready for development. It was stated that the building will be three storeys with the third floor being office space, the nursery occupying the first two levels.

The pedestrian pathway under the bypass, which has been the subject of flooding, is still closed. A local ward councillor has become involved and an e-petition to get the pathway re-opened as soon as possible has been submitted.

It was stated that the road access to the Calder Rise development from Cottam Way will eventually join with the developments to the north as a through road.

The meeting was reconvened

14/25

To consider a response to the planning application 06/2025/1254 for the building of 24 residential units (Class C) and commercial development Class E 9g) with associated access, landscaping and infrastructure at Land off Cottam Way Cottam.

It was resolved that no representation need be made.

15/25

To approve the following payments:

02/12/2024	NEWGATE NURSERIES PLANTING CANBERRA MEMORIAL CIL	81	214.80
02/12/2024	SAVOY TIMBER BENCH PROJECT CIL	82	111.68
02/12/2024	S FITZPATRICK LENGTHSMAN TEAM	83	720.00
02/12/2024	A BARTLETT LENGTHSMAN TEAM	84	708.00
02/12/2024	G THOMPSON LENGTHSMAN TEAM	85	780.00
02/12/2024	GGG LENGTHSMAN TEAM	86	2666.00
17/12/2024	WV MCWHITTE SALARY & EXP 3RD QTR	87	3200.84
17/12/2024	SLCC 1/3 SGARE SUBSCRIPTION	88	120.00
17/12/2024	BG FENCING MATERIALS DRAINAGE WORKS CANBERRA MEMORIAL CIL	89	211.10
17/12/2024	VISION ICT WEB SITE HOSTING AND SUPPORT	90	282.00
17/12/2024	HMRC 3RD QTR	91	2483.13
17/12/2024	GGG LENGTHSMAN TEAM	92	1307.00
17/12/2024	SANDERSON AND SONS	93	1631.40
23/12/2024	COTTAM C ASSOCIATION ROOM HIRE	94	35.00
23/12/2024	S FITZPATRICK LENGTHSMAN TEAM	95	180.00
23/12/2024	A BARTLETT LENGTHSMAN TEAM	96	528.00
23/12/2024	G THOMPSON LENGTHSMAN TEAM	97	540.00
24/12/2024	EON NEXT ELECTRICAL SUPPLY LEA TOWN	98	26.69
31/12/2024	BANK CHARGES	99	0.30
31/12/2024	BANK CHARGES	100	7.35
06/01/2025	GGG LENGTHSMAN TEAM	101	819.00
06/01/2025	W CADWALLADER BENCH REPAIR CIL	102	200.00
06/01/2025	VIKING DIRECT STATIONERY	103	26.94
06/01/2025	STONEOAK STATUE CLEANING CIL	104	3636.00
21/01/2025	EON NEXT ELECTRICAL SUPPLY	105	27.05
28/01/2025	G THOMPSON LENGTHSMAN TEAM	106	540.00
28/01/2025	S FITZPATRICK LENGTHSMAN TEAM	107	540.00
28/01/2025	SAVOY TIMBER BENCH REPAIR CIL	108	36.61
28/01/2025	A CROSS LENGTHSMAN TEAM	109	450.00
28/01/2025	GLASDON NEW BENCH ON CANAL CIL	110	730.92
28/01/2025	A BARTLETT LENGTHSMAN TEAM	111	360.00
28/01/2025	GGG LENGTHSMAN TEAM	112	2322.00
31/01/2025	BANK CHARGES	113	8.55

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

16/25

To consider further enhancements to the War Horse and surrounding area. The War Horse has been cleaned, however, there are damaged areas to both ears and one ear has a crack at its base. The original sculptor who did the enhancements to the Canberra Statues and also did the original War Horse has quoted £2200 to do the work to bring the feature back to its original level.

The surrounding area which represents 'water' has also deteriorated with time. A quote has been received from Soft Surfaces, who undertook replacing the Community Hall play surface has provided a quote of £3720 to recover the 'water' area with Wetpour Rubber Surfacing (as used at the Community Centre) in either a plain blue or water blend (an example of the latter will be available at the meeting).

The front grass area needs attention – this can be re-turfed by our lengthsman team with materials at an approx price of £500.

To the rear of the feature was an area filled with loose gravel which is now little more than a muddy area covered with weed. Soft Surfaces are able to supply and install a Resin Base Rubber Mulch, including a geotextile membrane which would transform that part of the area and complete the enhancement of the area, once again making it a feature for the area at a cost of £2150.

Quotations are enclosed for perusal – please note that they do expire before our meeting but as it is only by a matter of days it is hoped that they will hold should this Council decide to go ahead with the works outlined. It will also be necessary to put up a temporary fence around the site so as to allow the Wetpour

to harden, this would be done by our lengthsman team after installation for a period of approx 48 hours. Whilst it is hoped that PCC might be able to supply appropriate metal fencing there could be a cost in order to protect the site from damage during this time.

Total Costs excluding any temporary fencing as known are £8570 – it is suggested that a budget using CIL funds should be set at £10K to allow for any price variations or contingencies during the work should this Council wish to go ahead with the whole of the project.

Approval of Preston City Council for this maintenance work will be required.

It was resolved that the proposals outlined above should be approved, a budget of £10K be allocated from CIL funds and that the works should be undertaken once the permission of PCC has been received.

- 17/25 To consider the enclosed report and agree or otherwise the recommendations that are set out therein with regard to members dedicated email addresses, 'cloud' back up of Council electronic records and retention of records on members personal devices.

It was resolved that the recommendations in the report should be accepted and implemented. The Clerk will now make the necessary arrangements for each Parish Councillor to have a Parish Council e-mail address, arrange an electronic back up facility through its IT support company for Parish Council electronic files and either amend an existing policy or create a new policy covering the responsibility of each Member to manage and control third party personal data and not to retain personal data on their own personal devices.

- 18/25 To consider the working group recommendations with regard to the proposed Information Boards already agreed as part of the Canberra Memorial project. The working group looked at two options with regard to the boards and whilst they did identify a cheaper option than that being recommended, felt that to complete the project it was important to procure a high level of quality and use a company who already work with BAE who have all the requisite photographs and historic records to produce a professional high quality product which includes the writing of the wording and photographs which will form the story of the disaster.

The costs for the two boards range between £1888.00 to £2609.00 as per the attached quotations, depending upon the size of the information boards.

The budget allocation for this project was £6500 of which £1772 still remains as a result of savings elsewhere – should the Council wish to go ahead whichever option may be chosen it will require a slight budget adjustment from CIL funds to cover.

It was resolved that this Council should purchase two Avenue Aluminium Frame Information Boards with appropriate artwork panels from Reid Creative size 644 x 470mm at a cost of £2381.00 quotation reference RC4859 depicting the Canberra Air Crash to be placed next to the Memorial Statues that have recently been renovated.

- 19/25 To consider and approve that the Lengthsman contract hourly rate of pay currently set at £18.00 per hour should be increased in line with inflation (CPI) currently at 3% to a figure of £18.55

It was resolved that the Lengthsman hourly rate should be increased as suggested above.

- 20/25 To consider and approve that the Assistant Lengthsman contracts should be renewed for a further 12 months and that the hourly rates of pay, currently at £12 per hour and £15 per hour, should be increased in line with inflation (CPI), currently at 3% to figures of £12.40 and £ 15.45 per hour.

It was resolved that the contracts referred to above should be renewed for a further 12 months at the rates suggested above, except that the lower rate proposed of £12.40 per hour should be increased to £12.60 per so as to equate to the current Real Living Wage.

- 21/25 To note that the next meeting is scheduled for the 7th April 2025.

It was noted that the next meeting is scheduled for the 7th April 2025

FINANCIAL STATEMENT 1ST APRIL 2024 TO 31 DECEMBER 2024				
REVISED				
BUDGET	INCOME	£		
176706	Balance b/f 1st April 2024	176706.42		
133600	Precept	133600.00		
3000	Bank Interest	6954.73		
4810	V A T Recovered	4809.86		
89250	CIL	89249.59		
	Refund	35.25		
407366		411355.85		
1000	Donations/Sponsorship			
240	Hire of Hall for Meetings	175.00		
650	Subs/Registrations/Training/Web Site	467.22		
7900	Grass Cutting	8912.00		
68400	Lengthsmen	43501.25		
650	Insurance	567.24		
4000	Open Space - Plants Bulbs General Repairs etc	2035.88		
	VAT recoverable	2905.93		
19200	Clerk salary & Office Allow	14272.99		
1500	National Insurance	1062.21		
500	Postage, Telephone & Stationery	332.01		
300	Petrol Costs	166.65		
700	Audit / Legal	602.00		
1000	Newsletter			
100	Bank Charges	54.15		
5500	Xmas Tree			
33000	PCC Open Space Contribution			
144640	Revenue Sub Total	75054.53		
3030	Statue Cleaning CIL			
2500	Bench Project CIL	1476.07		
6500	Canberra Memorial CIL c/fwd	4728.13		
39000	Jubilee Trim Trail CIL c/fwd			
1500	Jubilee Hedge Planting CIL	1623.00		
21535	Tree Replacement Project CIL c/fwd			
363345	Total	82881.73		
	Balance in hand	328474.12		
	less Restricted Funds (CIL)	204614.19	Note 66238 committed not yet spent	
	Unspent Revenue Budget	69585.47		
	General Reserves	54274.46		
	BANK BALANCE (RECONCILIATION)	56631.19		
		4906.60		
		266936.33		
		328474.12		

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	Jubille 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
30/06/2023	Balance to date			126538.44
17/07/2023	Miller Green Garden Area Notice Board	259.29		
15/08/2023	Replace Gate Miller Green	570.00		

15/08/2023	Miller Green Garden Area Notice Board	145.62		
15/08/2023	Pond Project	560.42		
22/09/2023	Miller Green Garden Area Notice Board	331.93		
22/09/2023	Miller Green Garden Area Notice Board	96.38		124574.80
26/04/2024			89249.59	213824.39
26/09/2024	Bench Project	1383.00		
15/08/2024	Canberra Memorial	173.21		
26/09/2024	Bench Project	1383.00		
04/11/2024	Canberra Memorial	4200.00		
04/11/2024	Hedge Project Jubilllee Ground	1623.00		
02/12/2024	Canberra Memorial	179.00		
02/12/2025	Bench Project	93.07		
17/12/2025	Canberra Memorial	175.92		204614.19
31/12/2024				204614.19

*REPORT FROM CHAIRMAN AND CLERK REGARDING TRIM TRAIL CONSULTATION
UNDERTAKEN 2024.*

Members will be aware that this project has been under discussion on several occasions in the past and the current location agreed following a consultation exercise with local residents which included the plan drawings (see attached) which were personally delivered to 100 households in the immediate vicinity in 2024. There were only two responses : one of which raised concerns about drainage which was then incorporated into the plans and the other suggesting that it would be better to enhance existing equipment rather than spend money on a trim trail. In addition, the consultation document was placed on F/B and received no comments, and the project has been covered in our newsletters again with no comment.

As a result of the above and following the inclusion of drainage the proposals were placed to Preston City Council Cabinet and received approval without further conditions and the project was placed to tender. PCC have awarded the contract and are awaiting a pre-installation meeting before works commence.

The attached Google Earth map also shows that the equipment whilst to the south of local properties is masked by trees and shrubbery.

Cllr Jewell has in his capacity as a PCC Cllr has asked PCC to put on hold the project for the time being and has been advised by them that to move the location as he has requested would involve significantly more drainage work and an extended path which they have indicated could increase the cost by a further £15000.00. Further delays may well mean that the existing quotations will be out of date and prices for the equipment may also increase as well.

Alex Butler (Chairman)

W V Mcennerney-Whittle (Clerk)

JUBILEE RECREATION GROUND



Some years ago plans were put forward by the Jubilee Action Group to enhance the facilities on the recreation ground. The Action Group in conjunction with Preston City Council and Lea and Cottam Parish Council raised several thousands of pounds to undertake improvements after a lengthy consultation with local residents. This resulted in a pathway being created around the ground, additional children's play equipment, the draining of the football pitch, the erection of goal posts and considerable planting of bushes and trees which have improved that area immensely. All this work was done in various stages dependant on being able to obtain funding.

We are now reaching the final stage of these improvements which originally involved the provision of exercise equipment at various locations around the ground. Funding has now been obtained and it is proposed to go ahead with an 'outdoor gym' involving several pieces of fitness equipment located to the north side of the ground to the inside of the path with a couple of short pathways to them.

As it is now several years since the original consultation took place we have decided to let you know exactly what is being proposed before we go out to tender to locate a suitable company to undertake the works.

We feel sure that you will welcome the new facilities which will complete the works agreed when the original Masterplan for the recreation ground was drawn up.

Overleaf you will see a drawing setting out more details of the plan and we would welcome any comments regarding these exercise facilities or indeed any suggestions as to what else might be appropriate for the recreation ground going forward.

You may contact us on 01772 733829 or email at clerk@leacottam-pc.gov.uk.



Contact Name: Michael K Aitchison Contact Tel. No.: 01772 906545 Contact Email: M.Aitchison@preston.gov.uk Drawing Status:



Preston
City Council

ENVIRONMENT & PROPERTY
DIRECTORATE

Parks & Streetscene
Argyll Road depot
Preston PR1 6JY

Telephone: 01772 906741
Facsimile: 01772 906741

Job Title Jubilee Avenue POS Outdoor Gym
Drwg Title Sketch Design Layout
Director of Environment & Property, A Robinson, IRRV (Hons).

Section Landscape Design
Scale 1:1250
Date 03/05/2024
Drawn By M K A
Ref No. 03.003.001
Drwg No. L.JU.0448.001
Rev.



