



Minutes of the **PARISH COUNCIL MEETING** held on  
Monday the 1<sup>st</sup> March 2021 by way of a virtual meeting commencing at 7.30pm

Present Cllrs Brizland, Lambert, C Abram, N Abram, Butler, Coward, Fleming, Smith and Helvin

There were two members of the public present.

12/21 To receive Apologies

***Cllrs Bowyer and Parker***

13/21 To consider and approve the Minutes of the Meeting held on the 18<sup>th</sup> January 2021 (enclosed)

***It was resolved that the minutes of the meeting held on the 18<sup>th</sup> January 2021 should be approved and signed by the Chairman as a true and accurate record.***

14/21 To receive Declarations of Interest

***Cllrs Smith declared a personal and prejudicial interest in items 9 and 10 of the agenda since he is a Committee Member of Cottam Community Association who would derive benefit from the items concerned. He left the meeting and did not take part in the debate or voting on these matters.***

***Cllr Smith also declared personal and prejudicial interest in item 14 on the agenda since one of the applicants is a Committee Member of Cottam Community Association to which he himself is also a Committee Member. He left the meeting and did not take part in the debate or voting on this matter.***

15/21 To adjourn the meeting for a period of public participation

*The meeting was adjourned*

*Thanks were expressed to the Lengthsman team for the great work they were doing in the parish which was well received by residents.*

*The Chairman of CCA spoke in favour of the grant application which if granted would help them loan out litter grabbers to many residents who were working at keeping Cottam clean.*

*The Chairman of CCA also spoke in favour of allowing hanging baskets to be put up on the CCA wall as this would enhance the environment.*

*It was noted that developers were using the car park outside CCA during the pandemic which the CCA had no objections to however as schools go back shortly and CCA is planning to reopen soon an approach had been made to the developers suggesting that they would now have to utilise their own development site for parking.*

*Mention was made of planning application 06/2021/0245 being a small housing development proposed off Hoyles Lane – mention was made of existing flooding issues which would be exacerbated should it be agreed, and suggestion made that the PC might wish to comment on this.*

*The brickworks development which is outside the boundaries of this Parish is progressing - there are issues of land ownership relating to access, but these are expected to be resolved soon. 200 houses to be built alongside retail outlets. Concern with regard to access from Cottam Avenue and Tom Benson Way and lack of pavement access for pedestrians*

*The meeting was reconvened*

16/21 To approve payment of the following accounts:

29/01/2021	SLCC 1/3 RD CONTRIBUTION	ONLINE	103	87.33
29/01/2021	W CADWALLADER ASSISTANT LENGTHSMAN	ONLINE	104	100.00
29/01/2021	BG FENCING FOOTPATH/GATE POST REPAIR	ONLINE	105	257.76
29/01/2021	SAR SERVICES ASST LENGTHSMAN	ONLINE	106	100.00
29/01/2021	GGG LENGTHSMAN	ONLINE	107	2271.50
29/01/2021	MILJUE GS ASST LENGTHSMAN	ONLINE	108	565.00
13/02/2021	REIMBURSE ASHLEA RE PLANTING MG & VP	ONLINE	109	303.30
13/02/2021	NEWGATE PLANTING LEA TOWN	ONLINE	110	67.50
13/02/2021	VISION ICT ANNUAL SUPPORT AND HOSTING	ONLINE	111	240.00
13/02/2021	SAVOY TIMBER DONATION ST BERNARDS DEN	ONLINE	112	197.70

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

17/21 To appoint Len Slade as the internal auditor for 2020/21 at a fee of £110.00 and approve the Terms of Reference, Internal Control and Suggested Testing Methodology the relative documents having already been circulated

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

18/21 To consider and approve the following documents which have already been circulated

- The Councils Risk Management Policy Statement 2021
- The Councils Risk Management Register 2021
- The Councils Asset Register 2021
- The Review of the Effectiveness of the Internal Audit and Internal Control 2021

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

19/21 To approve that CIL funds are allocated in order to stone fill the path from Cottam Way to junction with bridge 10 being an estimated 100 metre length and also the path from the far side of the recreation green close to Haydocks Lane by the rectangular pool to the pond area estimated to be a further 60 metres. The paths which have already been uncovered and overgrowth removed require the laying of a permeable mesh and self-binding aggregate to stop them deteriorating back to the muddy mess that was prevalent before they were opened up. In conjunction with Preston CC a number of aggregate options are being looked at ranging from MOT 1, MOT 2, Crushed Run or Tarmac Plainings; the latter looking similar to what was originally used. As the prices do vary a budget requirement of £6000 is requested with labour undertaken by our lengthsmen team. Permission of PCC to undertake the works will be required.

***It was resolved that CIL funds should be allocated as requested above.***

20/21 To consider a request for grant funding from Cottam Community Association to purchase litter grabbers for use by the public (see enclosed)

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

21/21 To consider using 4 of our hanging baskets at Cottam Community Association building. There are already 4 suitable brackets. The basket ownership would be retained by the Parish Council who would also plant them out. In the past grant funding has been provided by the Parish Council for them to purchase baskets. This proposal would be a cheaper alternative and would enhance the local environment. The Chairman of CCA is fully supportive of this arrangement – see attached.

***It was resolved that 4 hanging baskets should be allocated and used as referred to above.***

22/21 To consider the enclosed contribution being sought once again by Preston CC towards greenspace maintenance at £32812.00 for the year 2021-2022 (same as previous two years)

***It was resolved that the requested contribution should be approved.***

23/21 To resolve to exclude the public and press from the following items under the Public Bodies (Admission to Meetings ) Act 1960 due to the confidential nature of the items to be discussed.

***It was resolved that the public and press from the following items under the Public Bodies (Admission to Meetings ) Act 1960 due to the confidential nature of the items to be discussed.***

24/21 To consider renewal of the Assistant Lengthsman's Contracts for a further period at an increased hourly rate of £10.50 per hour.

***It was resolved that the Assistant Lengthsman's Contracts should be renewed as follows at an increased hourly rate of £10.50 per hour.***

***SAR Services until 31<sup>st</sup> March 2022 (10 hours per week)***

***Miljue Services until 31<sup>st</sup> March 2022 (20 hours per week)***

***DAB Services until 31<sup>st</sup> October 2021(15 hours per week)***

25/21 To consider the applications to fill the two current Council Member vacancies details of which will be circulated to Members before the meeting.

***It was resolved that David Brown and Debra Foster should be co-opted to this Council***

26/21 To note that the next meeting is scheduled for the 12<sup>th</sup> April 2021

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