



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

Monday the 6th March 2023 at Cottam Community Centre commencing at 7.30pm.

Present Cllrs Butler, Lambert, Brown, O'Donnell, Parker, Smith, Abram, Parker and Coward

There were three members of the public present which included two local ward councillors.

10/23 To receive apologies

Cllrs Whitham, Gibson and Bielas-Barnes

11/23 To consider and approve the Minutes of the Meeting held on the 23rd January 2023 (enclosed)

It was resolved that the minutes of the meeting held on the 23rd January 2023 should be signed by the Chairman as a true and accurate record.

12/23 To receive Declarations of Interest

None

13/23 To adjourn the meeting for a period of public participation

The meeting was adjourned

It was suggested that should this Council decide to do a public consultation on the use of CIL monies it might be appropriate to involve local primary schools.

It was mentioned that there has been significant opposition to using the old Tulketh school building as the site for a new secondary school. As a result, other options are now being looked at. It was confirmed that pupil numbers and locations are being fed into the conversation.

The meeting was reconvened

14/23 To approve the following payments:

05/01/2023	SAR SERVICES ASSISTANT LENGTHSMAN	107	200.00
05/01/2023	FITZPATRICK ASSISTANT LENGTHSMAN	108	483.00
05/01/2023	MILJUE GS ASSISTANT LENGTHSMAN	109	472.50
05/01/2023	G THOMPSON ASSISTANT LENGTHSMAN	110	472.50
05/01/2023	GGs LENGTHSMAN	111	1022.45
05/01/2023	PRESTON CC	112	1164.30
05/01/2023	GGs LENGTHSMAN	113	1015.72
23/01/2023	PRINTING WORLD NEWSLETTER	114	272.50
23/01/2023	BG FENCING MATERIALS	115	72.90
23/01/2023	COTTAM CC ROOM HIRE	116	30.00
31/01/2023	MILJUE GS ASSISTANT LENGTHSMAN	117	472.50
31/01/2023	FITZPATRICK ASSISTANT LENGTHSMAN	118	472.50
31/01/2023	G THOMPSON ASSISTANT LENGTHSMAN	119	472.50
31/01/2023	GGs LENGTHSMAN	120	1101.10

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

15/23 To approve that this Council should re-appoint the following contractors:

Greenwood Garden Services as lengthsman on a further 4-year contract for 40 hours per week for 48 weeks at a rate of £17.30 per hour (last year £15.73 per hour) with the rate being reviewed on an annual basis.

SAR Services as assistant lengthsman on a 12-month contract for 10 hours per week for 48 weeks at a rate of £11.50 per hour (last year £10.50 per hour)

Miljue Garden Services as assistant lengthsman on a 12-month contract for 15 hours per week for 48 weeks at a rate of £11.50 per hour (last year £10.50 per hour)

Gary Thompson as assistant lengthsman on a 12-month contract for 15 hours per week for 48 weeks at a rate of £11.50 per hour (last year £10.50 per hour)

S Fitzpatrick as assistant lengthsman on a 12-month contract for 15 hours per week for 48 weeks at a rate of £11.50 per hour (last year £10.50 per hour)

It was resolved that the contractors as set out above should be re-appointed

16/23 To appoint Sandra Wiseman as the internal auditor for 2022/23 at a fee of £175.00 and approve the Terms of Reference and Internal Control / Suggested Testing Methodology the relative documents having already been circulated

It was resolved that Sandra Wiseman should be appointed as the Internal Auditor as set out above

17/23 To consider and approve the following documents which have already been circulated

- The Councils Risk Management Policy Statement 2023
- The Councils Risk Management Register 2023
- The Councils Asset Register 2023
- The Review of the Effectiveness of the Internal Audit and Internal Control 2023

It was resolved that documents referred to above should be approved

18/23 To consider the request from Preston City Council for a contribution of £32812 for 2023/24 towards greenspace maintenance as per the enclosed letter. This figure is the same as last year.

It was resolved that the Council should contribute £32812 towards open space maintenance for 2023/24

19/23 To consider the following report submitted on behalf of the Lea Open Space Working Group

Members will be aware that significant enhancements have been made to Jubilee Park Recreation Ground over recent years initiated some years ago by the Jubilee Action Group who in conjunction with Preston CC drew up a Masterplan for its future development and took this plan to formal consultation with local residents. There still remains a small number of enhancements that have not yet been able to be funded namely a 'Trim Trail'

Discussions have taken place recently with PCC, proposals to complete this installation have been agreed in principle and some cost estimates have already been obtained. It is the proposal of the Lea Open Space Working group that this Council now utilise some of its CIL monies to fully fund the proposals and allow the installation to take place.

The proposals involve the installation of 5 pieces of fitness equipment including an exercise bike, acti-fit rower, set of hurdles, monkey bars and parallel bars. It is proposed that the installation would also include the construction of a base around each piece of equipment, and it is suggested that 'wet pour' is used as this is porous and fully tested flexible, sustainable, safe and colourful playground surfacing for all outdoor playgrounds and recreational spaces.

The indicative costings from a number of approved suppliers indicate as follows although final quotations will be required:

Equipment itself including installation but without ground bases range from ££9500 to £13000

Ground bases using 'wet pour' are expected to cost in the region of £4/5000 (no quote yet obtained)

It is important that the equipment is robust and is therefore expected that the cost will be at the higher end of the estimates so far received.

Ownership would remain with this Council although it is expected that routine weekly inspection would be undertaken by PCC as part of their regular inspection of the recreation ground.

The Working Group request consideration of the proposals 'in principle' subject to final quotations within an overall budget of £18K to be allocated from CIL funds.

It was resolved that in principle the proposals as set out above should be approved and a budget allocated of £18K from CIL monies with final costings to be submitted for final confirmation as soon as practicable.

20/23 To consider whether a public consultation should take place with regard to the use of the remaining CIL funds to be undertaken in the next newsletter and on social media.

Currently funds have been committed to the Canberra Memorial at £6500 and the replacement of 24 diseased crab apple trees in Cottam at a cost of £3700 with alternative species (both projects are still ongoing although due to unavoidable delays costs may need to be reviewed upwards)

The Play Area Working Group have completed their initial audit and have made some initial recommendations although no specific detail is yet available nor indeed any estimates of cost. As all suggestions will require PCC approval and in some cases are outside our scope (PCC or external contractors would have to undertake) it is suggested that these are first discussed with PCC at a forthcoming open space meeting expected to take place once consideration of item 9 above has been determined) It is hoped that an 'in principle' agenda item might be ready for the April meeting dependent on the outcome of the meeting with PCC.

Allowing for the existing commitments, a favourable decision on item 10 and potential costs relating to Play Areas this Council will still hold potentially circa £90K CIL funds and may have further funds coming through in the future dependent on future national planning policies.

It was resolved after some discussion that a consultation should be undertaken in the next newsletter and on social media.

21/23 To consider a suggestion that this Council might be interested in entering the Best Kept Village Competition 2023 which now has a new class (on a trial basis) known as Tidy Towns and is designed to allow larger areas or towns which are too large to enter the village categories to put in entries for a specific part of their area or town being not more than 500 meters square in total and which comprise various amenities (school, shop, playpark, bus shelter, community centre, place of worship etc) and housing.

It was resolved that whilst the Clerk had provided some potential areas across the Parish which were felt suitable and fit the criteria, it would not be practicable to enlist the support of the community and action areas which were in need of attention in the few months before judging starts to take place. It was felt that as this year was a trial, it would be better to wait until the results were announced in the Autumn and use the experience of the trial to inform a decision as to whether this Council should take part in 2024, thus providing adequate time to let the public know about the scheme, enlist their support where necessary and plan the work and actions needed to be able to submit a good entry or entries should a decision then be made to participate.

It was noted that the term 'tidy towns' did not seem appropriate, and the Clerk was asked to convey this feedback to the organising committee suggesting 'tidy communities' as an alternative.

22/23 To note that the date of the next meeting is scheduled for the 3rd April 2023

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