



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

Monday the 7th September 2026 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

Present: Cllrs Butler, Rayfield, McFarlane, Parker, Bielas-Barnes, Lambert, Coward,
Brown, Jonas, Harper and Jewell

There were two members of the public present.

55/26 To receive apologies

Cllrs Whitham and Smith

56/26 To consider and approve the Minutes of the Meeting held on the 29th June 2026 (enclosed)

It was resolved that the minutes of the meeting held on the 29th June 2026 should be approved and signed by the Chairman as a true and accurate record.

57/26 To receive Declarations of Interest

None

58/26 To adjourn the meeting for a period of public discussion

The meeting was adjourned

A member of the public (Chairman Cottam Community Association) thanked the Parish Council for funding recent improvements to the toilet facilities at the Community Centre. He mentioned that other improvements had also been made using their own funds including re-painting the main hall and dealing with a roof leak.

It was noted that the Christmas Event at the Community Centre would be held on the 29th November 2026.

In response to a question, it was confirmed that the PCC consultation on playgrounds had been completed and that funding had been made available for a major playground in Moor Park. Other funding had been allocated for improvements to some other play areas however no detail was yet available as to which play areas might be affected.

It was mentioned and confirmed that a swing had been removed from the Haydocks Lane play area as it was unsafe. Apparently, it is not to be replaced in the light of the reviews taking place on play areas as mentioned in the previous paragraph.

It was confirmed that the Fairy Glen area mentioned in minute 53/26 was under review by PCC and plans were being considered to create a wildflower area at that location.

A resident mentioned that parking was a problem around the Haydocks Lane area particularly as works were still going on at Cottam Primary School. Cllr Jewell, in his capacity as a Preston City Councillor suggested that residents should continue to monitor the situation as specific evidence would be required of the issues before he could consider taking the matter up with LCC.

It was confirmed that the Parish Council were currently seeking to enhance some of the main ponds in the area (2 out of 4 identified for works had been completed) The Haydocks Lane pond was not yet on that list however it would be considered once the existing commitments had been fulfilled.

The meeting was re-convened

59/26 To approve the following payments:

15/06/2026	BARTLETT LENGTHSMAN TEAM	27	650.00
15/06/2026	SANDERSONS GRASS CUTTING	28	3120.00
15/06/2026	PARTRIDGE LENGTHSMAN TEAM	29	702.00
15/06/2026	PRINTING WORLD NEWSLETTER	30	314.00
15/06/2026	COTTAM COMMUNITY ASSOC	31	35.00
15/06/2026	CROSS LENGTHSMAN TEAM	32	872.00
15/06/2026	GGs LENGTHSMAN TEAM	33	2546.95
15/06/2026	DAGNALL WAR HORSE REPAIRS	34	550.00
15/06/2026	CONCEPT LANDSCAPES POND WORKS	35	4672.80
17/06/2026	EON NEXT ELECTRICITY	36	18.23
29/06/2026	W V WHITTLE 1ST QTR SALARY	37	3026.45
29/06/2026	HMRC 1ST QTR	38	2551.03
30/06/2026	BANK CHARGES	39	9.10
06/07/2026	COTTAM COMMUNITY CENTRE ROOM HIRE	40	35.00
06/07/2026	CLAREMONT AQUATIC FOUNTAIN MAINTENANCE	41	312.00
06/07/2026	GGs LENGTHSMAN TEAM	42	1493.70
06/07/2026	SAVOY TIMBER LENGTHSMAN MATERIALS	43	30.50
14/07/2026	JENNY COTTAM LENGTHSMAN TEAM	44	390.00
14/07/2026	BARTLETT LENGTHSMAN TEAM	45	624.00
14/07/2026	CROSS LENGTHSMAN TEAM	46	1000.00
14/07/2026	PARTRIDGE LENGTHSMAN TEAM	47	780.00
14/07/2026	SANDERSONS GRASS CUTTING	48	1560.00
14/07/2026	GGs LENGTHSMAN TEAM	49	1263.90
16/07/2026	S N BATHROOMS COMMUNITY CENTRE PROJECT	50	2500.00
20/07/2026	EON NEXT ELECTRICITY SUPPLY	51	17.64
28/07/2026	PFK EXTERNAL AUDIT FEE	52	1008.00
28/07/2026	GGs LENGTHSMAN TEAM	53	1417.10
31/07/2026	S N BATHROOMS COMMUNITY CENTRE PROJECT	54	2500.00
31/07/2026	BANK CHARGES	55	8.80

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

60/26 To receive and note the enclosed External Auditors Report covering 2025/26

It was resolved that the documentation mentioned above should be noted

61/26 To receive and approve the enclosed Financial Statement as of the 30th June 2026

It was resolved that the above documentation should be approved

62/26 To consider the wildflower area created on Blackpool Road which has not been as successful as originally envisaged and decide whether the area should be re-planted using wildflower plug plants rather than seed due to the type of ground (heavy grass) which has hindered previous attempts to create the area from seed.

Ian Wright from LCC has been to visit site along with myself and our Chairman and has made initial recommendations as to appropriate wildflower types (see enclosed). He has estimated an approx cost of £1000 with plug planting undertaken by our lengthsman team after a thorough low level grass cutting exercise. Whilst it is hoped that PCC will be able to do the grass cutting it may be necessary to engage a suitable contractor to undertake this work and clear the cuttings from site.

It is suggested that a nominal budget to £1500 is set from CIL funds to undertake this project.

It was resolved that the proposals referred to above should be approved and a budget of £1500 agreed for the works to be undertaken.

63/26 To consider the enclosed information regarding the potential to create an entrance feature on an area of land immediately on the approach to Lea located close to the existing raised bed. Enquiries have been made of Thompson Dagnall who has drawn up a rough sketch as to what it might look like (enclosed)

The feature will be created from local stone and sculptured in line with the proposed design highlighting the historic association of Lea which was made up of French Lea & English Lea. (hence the sculptured lion and cockerel). It would be intended to run an article in our newsletter and on social media highlighting the significance of the entrance feature and its historic relevance.

The estimated costs including installation are £10500.00, however, as no stone has been located and we may need a specific graphic design to be undertaken in order to seek approval of LCC I would suggest a provisional budget of £12K should be set aside from CIL funds.

The Council are asked to approve the above in principle since LCC permission is still required.

It was resolved that the proposals referred to above should be approved and that a budget of £12K should be allocated from CIL funds and that LCC should now be approached as permission from them will be required before any works can be undertaken.

64/26 To note that the next meeting is scheduled for the 12th October 2026

It was noted that the next meeting is scheduled for the 12th October 2026