



Minutes of the **PARISH COUNCIL MEETING** held on  
Monday the 2<sup>nd</sup> March 2020 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

Present: Cllrs Parker, R Fleming, Lambert, C Abram, Coward, N Abram, Ashcroft,  
Helvin, Milligan and Butler

There were twelve members of the public present.

09/20 To receive Apologies

*Cllrs Bowyer, Abram N, Milligan and Brizland*

*It was resolved that the continued reason for absence of Cllr Milligan due to work commitments should be approved.*

10/20 To consider and approve the Minutes of the Meeting held on the 20<sup>th</sup> January 2020 (enclosed)

*It was resolved that the Minutes of the Meeting held on the 20<sup>th</sup> January 2020 should be signed by the Chairman as a true and accurate record*

11/20 To receive Declarations of Interest

*None*

12/20 To adjourn the meeting for a period of public participation

*The meeting was adjourned*

*It was noted that the address shown on planning application 06/2019/1461 was misleading as it was not the correct address.*

*The lengthsman team were thanked for their excellent work in the Dodney Drive area. The Clerk stated that the work is ongoing but has to be fit in with other priorities particularly during the summer months.*

*It was suggested that the tractor used to cut the Dodney greens may be too large as it left track marks during wet weather.*

*A resident expressed concern that the Chairman had visited her regarding her intention to cut down 2 trees across from her home. It was reiterated that the trees should not be cut down without the permission of the landowner and just because that information was not readily available it did not mean that any resident could take it upon themselves to cut them down especially when other residents in a nearer vicinity wished them to remain.*

*Residents of Ingol and Tanterton mentioned the planning application for the brickworks and whilst acknowledging that the development was not in Lea and Cottam Parish asked that this Council support their objections to an access being created through Cottam Ave which would create a short cut through the estate from Tag Lane to Tom Benson Way. It was felt that this would be detrimental to local resident amenity, create road safety issues and was never part of the original development. The Clerk stated that no decision could be made since the proposal was not on the agenda but that he would consider the position and, if appropriate, use delegated powers to write to Preston CC.*

*The meeting was reconvened*

13/20 To consider the following planning applications

06/2019/1461 – Reserved matters application (namely access, appearance, landscaping, layout and scale) pursuant to outline planning application 06/2015/0145 for 1no retail unit (Class A1) at Sidgreaves Lane, Lea road and Lancaster Canal – Cottam Hall. Lea, Preston.

***It was resolved that Lea and Cottam Parish Council should write to PCC first of all draw to their attention that the address quoted on the application is misleading and may have caused residents to be unaware of the proposals.***

***Lea and Cottam Parish Council also resolved to support the comments raised by PCC's own landscape design manager concerning, planting arrangements, planting types and the reduction in the existing mounding the result of which will create steep slopes which will be problematic as set out in those comments.***

***Lea and Cottam Parish Council also resolved to ask that a condition should be placed on any permission requiring appropriate maintenance of the planted areas to be undertaken on a regular basis.***

06/2020/0152 – Reserved matters application (namely access, appearance, landscaping, layout and scale) pursuant to outline planning permission 06/2019/0865 for 1no dwelling following demolition of existing stables and tack room @ Darkinson Stables, Darkinson Lane, Lea Town PR4 0RE

***It was resolved that no representation should be made.***

06/2020/0149 – Two storey building to the east following demolition of single storey southern extension to the sports hall, 1 no store, 1 no security hut and ancillary infrastructure @ Springfields Sports ground Dodney Drive PR2 1XR

***It was resolved that no representation should be made.***

14/20 To authorise payment of the following accounts:

Online	GGs	Lengthsman weeks 37 - 40	2204.50
Online	DBS Services	Asst Lengthsman Inv 2/20	600.00
Online	SAR Services	Asst Lengthsman Inv 13/20	100.00
Online	Preston City Council	Open Space Contribution	8203.00
Online	W Cadwallader	Asst Lengthsman January 2020	300.00
Online	Cottam CA	Room Hire	120.00
Online	Viking Direct	Stationery	118.90
Online	Vision ICT	New web site final payment	585.00
Online	GGs	Lengthsman weeks 33 - 36	1885.00
Online	DBS Services	Asst Lengthsman Inv 01/20	300.00
Online	SLCC	1/3 <sup>rd</sup> Clerks Annual Subscription	75.66
Online	W Cadwallader	Asst Lengthsman December 2019	200.00

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

15/20 To appoint Len Slade as the internal auditor for 2019/20 at a fee of £110.00 and approve the Terms of Reference and Internal Control / Suggested Testing Methodology the relative documents having already been circulated

***It was resolved that Len Slade should be appointed as the Internal Auditor for 2019/20 as referred to above***

16/20 To consider and approve the following documents which have already been circulated

- The Council's Standing Orders & Financial Regulations
- The Councils Risk Management Policy Statement 2020
- The Councils Risk Management Register 2020
- The Councils Asset Register 2020
- The Review of the Effectiveness of the Internal Audit and Internal Control 2020

***It was resolved that the documents mentioned above should be approved***

17/20 To approve or otherwise renewal of the assistant lengthsman's contracts for a further period of 12 months and authorise that additional resource is made available to the team as detailed below:

*Two of our existing team have requested a reduction in their hours which will reduce our resource by 8 hours per week. In addition, we are already 2 hours short in comparison to the original agreement for hours to be contracted. As the area expands there will be more work to do on top of the projects that are already being proposed. I believe that on top of that which we need to replace as above, and which is already budgeted for we need an additional 10 hours per week which. This will cost £5200 per year which can be accommodated from our reserves. If agreed an advertisement will be placed in our forthcoming newsletter for a total of 20 hours per week, interviews and appointments to be undertaken by the existing panel of Cllrs Brizland, Cllr Fleming and the Clerk who have undertaken this process in the past.*

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

18/20 To receive and approve the Financial Statement as at the 31<sup>st</sup> December 2019

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

19/20 To note that the next meeting is scheduled for the 30<sup>th</sup> March 2020

***It was noted that the next meeting is scheduled for 30<sup>th</sup> March 2020***

*Please note that a resolution to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 may be passed due to the confidential nature of the following business that is to be discussed and transacted.*

20/20 To consider two applications for co-option to this Council from Philip A Bannister and Chris Smith (short CVs will be made available to members at the meeting)

***It was resolved that the above mentioned applicants should be coopted onto this Council***