

LEA & COTTAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD AT ST. CHRISTOPHER'S CHURCH HALL, BLACKPOOL ROAD, LEA, PRESTON AT 7.30 PM on MONDAY 24TH NOVEMBER 2008

PRESENT: Cllrs Talbot (Chairman) Clegg, Helvin, Edwards, Dickinson, Butler, Hart, Jones (arrived after the meeting had commenced) & Noble

1 Member of the public was present.

103/08 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Lambert, Ward, Clarke, Oliver & Coward

104/08 NOTIFICATION OF INTERESTS

Cllrs Dickinson and Butler declared a personal and prejudicial interest in agenda item 6 relating to the consideration of donations to the 5 primary schools in the parish since they are both on the governing body of one of the schools involved.

Cllr Hart declared a personal and prejudicial interest in agenda item 6 relating to the consideration of donations to the 5 primary schools in the parish since he is Headteacher of one of the schools involved.

The above members left the room during the debate and voting on their respective involvements.

105/08 MINUTES OF THE LAST MEETING

It was resolved that the minutes of the meeting held on the 13th October 2008 should be approved and signed by the Chairman as a correct record.

106/08 PUBLIC PARTICIPATION

The one member of the public present did not wish to make any representation.

107/08 FINANCIAL MATTERS

It was resolved that the below mentioned payments should be approved.

CHQ NUMBER	PAYEE	PURPOSE	AMOUNT
500486	Greenwood Gardening Services	Lengthsman wks 25-28	552.00
500487	MWK Contractors	Maintenance Miller Green	1145.62
500488	Greenwood Gardening services	Lengthsman wks 29-32	941.61
500489	Viking Direct	Stationery and Postage Stamps	250.72
500490	BDO	External Audit Fee	334.88
500491	St Christophers Church	Room Hire	25.00

108/08 DONATIONS

It was resolved that the following donations should be made:

- **£100 to each of the 5 primary schools in the parish**
- **£50 to the Royal British Legion to cover the cost of the wreath for Remembrance Sunday**
- **£300 to St Christophers Church to assist specifically with the replacement of toilet windows**

The above were approved under S137 LGA 1972

- **£100 to St Mary's Church Lea Town as a contribution to burial ground costs.**

109/08 ANNUAL RETURN 2007/8

It was resolved that the Annual Return 2007/8 should be accepted and approved

110/08 BUDGET AND PRECEPT 2009/10

It was resolved that the Budget and Precept Forecast previously circulated should be accepted and that the Precept should be set at £38000.00 for 2009/10

110/08 PARISH PLAN

Members had been provided with a report and recommendations following a meeting of the working group who had been tasked to look at how a Parish Plan might be commenced.

It was resolved that the report should be accepted and that:

- **The contact list already produced should be expanded with input from other councillors (via the Clerk) to include full contact details of individuals and organisations**
- **The next phase should be agreed at the 12th January 2009 meeting when draft contact letters and support material produced by Cllr Coward should be discussed.**

111/08 FREEDOM OF INFORMATION

Under the Freedom of Information Act it is the duty of every public authority to adopt and maintain a publication scheme which requires production and publication of the method by which the specific information covered will be available and easily identified by members of the public. The Information Commissioner's Office has now produced a generic model which should be adopted by 1st January 2009 otherwise the local council will be in breach of the Act. The generic model and guide to information were enclosed for consideration.

It was resolved that this Council should approve and adopt the generic model publication scheme and that the guide to information as provided should also be adopted.

112/08 CENTRAL LANCASHIRE PREFERRED CORE STRATEGY CONSULTATION

Members had been asked to consider and respond to the above consultation documents and comments form which had already been distributed to members if it was felt that a corporate response was appropriate.

It was resolved that this Council should respond stating that it is supportive of the generic document as a whole however it would expect the implementation and detail of any specific policy to be done taking into account and balancing the needs and wishes of local communities which may be affected.

113/08 NEXT MEETING

The next meeting will be held on Monday the 12th January 2009.