

.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 23RD FEBRUARY 2009

PRESENT: Cllrs Talbot (Chairman) Clegg, Helvin, Ward, Dickinson, Butler, Jones, Lambert, Oliver & Noble

1 Member of the public was present.

13/09 APOLOGIES FOR ABSENCE

Cllrs Edwards Hart & Coward

Members were advised that Cllr Clarke had tendered his resignation and that the statutory notices would now be published. The Chairman will acknowledge receipt of the letter of resignation and thank Cllr Clarke for his valued contribution to the Council over many years.

14/09 NOTIFICATION OF INTERESTS

Cllr Talbot (Chairman) declared a personal and prejudicial interest in item 8 on the agenda relating to a donation request for Cottam Gala due to her involvement as a member of the Gala steering group. She left the room during the debate and voting on this item during which time Cllr Clegg took the Chair.

15/09 MINUTES OF THE LAST MEETING

It was resolved that the minutes of the meeting held on the 12th January 2009 should be approved and signed by the Chairman as a correct record.

16/09 PUBLIC PARTICIPATION

No questions or representations were received from the public

17/09 PLANNING APPLICATIONS

06/08/0971 – Alterations and change of use of former emergency planning centre and offices to conference centre and banqueting facilities, erection of two storey extension with basement accommodation and alterations/engineering operations to the former underground bunker including remodelling of existing mounding, new access ramps/steps/handrails, air conditioning plant room, cladding to exposed walls, new window/door openings, entrance porch and provision of roof terrace with tensile canopy and associated car parking @ Westleigh House Lea Rd PR4 0RW.

It was resolved that no representation should be made.

18/09 FINANCIAL MATTERS

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

CHQ NUMBER	PAYEE	PURPOSE	AMOUNT
500507	GREENWOOD GARDEN SERVICES	LENGTHSMAN	851.00
500508	PRESTON CITY COUNCIL	HANGING BASKETS 2008	528.75
500509	THOMAS COLE SOLUTIONS	DOMAIN HOSTING ANNUAL COST	23.50
500510	LANCASHIRE PLAYING FIELDS ASSOCIATION	2009 ANNUAL SUBSCRIPTION	15.00
500511	LONGTON PARISH COUNCIL	1/3 RD SHARE SLCC SUBS AND PRACTITIONERS CONFERENCE 2009 MINUTE 07/09	118.66

19/09 INTERNAL AUDIT

Members had been asked to consider and approve the following enclosed documents:

- The Councils Risk Management Policy Statement 2009
- The Councils Risk Management Register 2009
- The Councils Asset Register 2009
- The Review of the Effectiveness of the Internal Audit and Internal Control 2009

It was resolved that the documents as presented should be approved.

20/09 COTTAM GALA 2009

A request been received to consider a donation under LGA 1972 S137 towards the running costs of the Cottam Gala which is due to be held on the 9th May 2009. The request was not specific in terms of the amount requested although members had been reminded that a donation of £100.00 was made last year to Trinity Church Cottam to assist with the costs of a 'float' in the Penwortham Gala and that this present request would replace any similar request this year. This Council had also made budgetary provision for £100.00 towards some involvement with Lea Gala later this year.

It was resolved that a donation of £100 under S137 LGA 1972 should be made towards the running costs of Cottam Gala 2009.

21/09 PARISH PLAN

At the last meeting it was agreed that the working party should organise making appropriate amendments to the 'draft letter' to be sent to various contacts with regard to the facilitation of a Parish Plan. In addition the working group had put together an action plan to cover the next stage of the investigation process including actions to be agreed at this meeting.

Members were asked to:

- Consider and approve the revised version draft letter and authorise that it should be issued to the people on the 'contact list' already prepared.
- Consider and approve the suggested Action Plan.
- Agree the details of the actions proposed for this meeting.

After a lively debate a motion was put forward to approve the revised version draft letter as presented and that it should be issued to the people on the 'contact list' already prepared. Cllr Ward requested a recorded vote.

Recorded vote:

For - Cllrs Noble, Dickinson, Butler, Lambert and Talbot (5 votes)

Against - Cllrs Clegg, Oliver, Helvin, Ward and Jones (5 votes)

Due to the equality of votes the Chairman exercised her 'casting vote' in favour of the motion.

It was resolved that the draft letter should be approved and that it should be issued to the people on the 'contact list' already prepared

It was then further resolved that the suggested Action Plan should be approved in principle.

It was then further resolved that the letters to those on the 'contact list' should be issued under the signature of the Chairman, that responses should be coordinated by the Clerk and that the results of the responses should be presented to a future meeting for further consideration.

22/09 PHOTOCOPYING COSTS / PRINTING COSTS

Some years ago this Council took the opportunity to utilise Longton PC photocopying facilities at 4p per copy which remains very competitive against alternative external copying costs. This arrangement is only possible whilst the Clerk continues to work for both parishes. Currently annual costs are in the region of £260.00 per annum. In addition printing costs are incurred by supplying cartridges as required for the Clerks own printer. Over the last few years the cost of a duplex laser printer which has the joint capacity to produce low cost copies and printing on both sides of paper has significantly reduced and a business quality machine can now be purchased for approx £300.00 which will be able to produce copies as required at a cost of less than 4p per copy (present charge). Clearly there is an initial outlay and the need to purchase toner however over a 3 year period the overall cost is likely to be significantly less than the existing arrangements and it brings with it the self sufficiency of this Council.

It was resolved that a duplex colour laser printer should be purchased in the financial year 2009/10 as outlined above.

23/09 BUS SERVICES 24 & 25

Members had been asked to consider making comment to the Stagecoach management concerning the announced discontinuation of the above services which it may be felt will result in an inferior service being put in place. Further details were provided at the meeting concerning replacement and other service alterations and it was pointed out that in total there appeared to be a reduction in services particularly in the evening.

It was resolved that a letter should be sent to the management of Stagecoach expressing this Council's concern at the reduction in services particularly in the evening and that any future feedback from residents should be brought to the attention of this Council for consideration as appropriate.

24/09 LEA SCOUT GROUP

It had been brought to the attention of the Council that this year celebrates the 60th anniversary of the above Scout Group who have as we understand it always met at St Christophers. Members were asked to consider whether this Council might wish to support this anniversary in some way.

It was resolved that this Council did wish to support the anniversary in some way and that the Chairman should therefore contact the Scout Group to investigate what might be an appropriate way to do this.

25/09 LENGTHSMAN WASTE CARRIER LICENCE

It had been brought to the attention of the Council that in order for the lengthsman to continue to undertake litter picking and the disposal of such litter including green waste from grass cutting or hedge trimming to the recycling centre he requires a 'waste carrier licence' The licence costs £150.00 for a three year period and will need to be in the name of the lengthsman. A number of local councils who have also been made of aware of the legal requirements have undertaken to purchase the licence on behalf of the lengthsman at their own expense. Members were asked to consider the above and approve or otherwise the purchase of the required licence which will be in the name of Peter Greenwood our lengthsman.

It was resolved that this Council should purchase the required licence which would be in the name of the lengthsman.

26/09 CHRISTMAS TREE 2009 – COTTAM

Provisional arrangements have now been made for the erection of a Christmas tree in the grounds of Cottam Primary School in 2009 along the same lines as that erected at St Christophers. There will be a need to install a concrete ducted plinth complete with collar for the tree and purchase 3 sets of festoons and appropriate transformers giving rise to costs in the first year of approx £2700.00 and then ongoing annual costs in line with those charged for the tree @ St Christophers currently estimated at £850.00. Members noted that a number of enquiries had been made relating to last years tree @ St Christophers from other local councils who had complimented this Council on the appearance of the tree and enquired about its annual costs which are seemingly significantly lower than quotes that these other councils had been receiving from other organisations (SRBC use an external contractor at a current cost of £1200) The budget provision for 2009/10 is £3500.00. Members were asked to approve the arrangements outlined above.

It was resolved that arrangements should be made to erect a Christmas tree in Cottam in 2009 in line with the estimates detailed above.

27/09 NEXT MEETING

The next meeting will be held on Monday the 6th April 2009