

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 11TH JANUARY 2010

PRESENT: Cllrs Helvin, Butler, Hart, Jones, Lambert & Coward.

In the absence of the Chairman, Cllr Hart (Vice-Chairman) took the chair.

1 Member of the public was present.

01/10 APOLOGIES FOR ABSENCE

Cllrs Hardcastle, Dickinson, Noble, Oliver & Clegg

02/10 NOTIFICATION OF INTERESTS

None

03/10 MINUTES OF THE LAST MEETING

It was resolved that the minutes of the meeting held on the 23rd November 2009 should be approved and signed by the Chairman as a correct record.

04/10 PUBLIC PARTICIPATION

The Lancashire County Cllr present responded to a question and provided clarification in respect of the Lea Hall Bridge Parapet Protection/Single Carriageway proposed works to be discussed under item 11 on the agenda.

05/10 FINANCIAL MATTERS

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

CHQ NUMBER	PAYEE	PURPOSE	AMOUNT
500564	SLCC	1/3 RD SUBSCRIPTION	63.34
500565	CA TRAFFIC	SPID BATTERIES & CABLE	111.55
500566	GREENWOOD GARDENING SERVICES	LENGTHSMAN	960.00
500567	W V MCENNERNEY-WHITTLE	3 RD QTR SALARY & EXPENSES	2692.43
500568	INLAND REVENUE	3 RD QTR TAX & NI PAYMENTS	1091.14
500569	PRINTING WORLD	DECEMBER NEWSLETTER	245.00
500570	CTP	FREDOM OF INFORMATION COURSE	20.00
500571	GREENWOOD GARDENING SERVICES	LENGTHSMAN	720.00

06/10 INTERNAL AUDIT

Members had been asked to appoint Len Slade as the auditor for 2009/10 at a fee of £100.00 and approve the Terms of Reference and Internal Control and Suggested Testing Methodology documents which were explained in the Parish and Town Council Audit Requirements Report all of which had been previously circulated.

It was resolved that Len Slade should be as the auditor for 2009/10 at a fee of £100.00 and that the Terms of Reference and Internal Control and Suggested Testing Methodology documents should be approved.

07/10 PROJECTS / EXPENDITURES 2009/2010

The Precept for 2010/11 had previously been set at a figure of £38000.00 based on a budget forecast produced by the Clerk which incorporated certain project and other expenditure.

Members had been asked to formally approve the projects listed below so that appropriate actions can be taken by the Clerk within the agreed budgets:

- Lengthsman Contract Renewal for 12 months on the basis of 25 hours per week average (52 weeks) at a rate of £12.20 per hour with Peter Greenwood Garden Services. This will utilise the provisioned budget of £15860.00 agreed at the last meeting and represents an increase of 6 hours per week and a pay rate increase of 20 pence per hour being equivalent to an annual pay rate rise of 1.6%.
- Renewal of the Newsletter printing arrangements with our existing supplier to include 4 quarterly issues and the production of an Annual Report within the agreed budget of £1200.00
- 2 Christmas Trees (Lea & Cottam) within the agreed budget of £2000.
- Lea Town Hanging Baskets £600.00
- Wreath for Remembrance Sunday £50.00
- Renewal of Miller Green Grass Cutting Contract with MWK Contractors within the agreed budget of £1950.00 (Second year of two year deal)

Members were further asked to authorise that the Clerk and Chairman sign the Lengthsman Contract in line with the terms set out above.

It was resolved that the projects above should be approved and that the Clerk should take appropriate action to complete them within the agreed budget and that the Clerk and Chairman should be authorised to sign the Lengthsman Contract for 2010 as previously circulated in line with the revised terms as set out above.

08/10 STATEMENT OF ACCOUNTS/BUDGET REVIEW TO 31ST DECEMBER 2009

It was resolved that this Council should approve the Statement of Accounts/Budget Review to 31st December 2010 which had previously been circulated.

09/10 CHRISTMAS TREE LEA TOWN 2010

It was resolved that the suggestion that Lea Town as a Ward of this Parish should have its own Christmas tree similar to the Wards of South (Lea) & Cottam of this parish should be approved and that the Clerk should make appropriate arrangements probably using a site in front of the local church.

10/10. LCC 'STREETSCENE' DELEGATED SERVICES PROTOCOL

Members had been asked to consider the above 'protocol' which had been previously circulated and make observations as appropriate.

It was resolved that the protocol should be noted without comment.

11/10 LEA HALL BRIDGE PARAPET PROTECTION & BLACKPOOL ROAD SINGLE CARRIAGEWAY WORKS

Members had been asked to consider documents relating to the above and comment if appropriate.

It was resolved that the proposed works as outlined in the documents as previously circulated should be noted and a suggestion made that consideration be given to providing temporary lay by parking facilities as part of the creation of the single carriageway.

12/10 MEETING DATES 2010/11

It was resolved that the provisional meeting dates for the remainder of 2010 and early 2011 should be:

5 JULY - 6 SEPTEMBER – 11 OCTOBER – 22 NOVEMBER – 10 JANUARY – 21 FEBRUARY – 11 APRIL – 16 MAY

13/10 NEXT MEETING

The next meeting will be held on Monday the 22nd February 2010