



Minutes of the **NEIGHBOURHOOD COUNCIL MEETING** held on Wednesday the 13th September 2017 @ St Margaret's Church Hall Ingol commencing at 7.00pm

Present Cllrs Roskell, Bevan, Brookes, Soole, Thompson, Ellison, Darby and McGrath

There were eight members of the public present.

66/17 To receive apologies

Cllr Anderson and Buchner

67/17 To approve the Minutes of the Meeting held on the 12th July 2017 (enclosed)

It was resolved that the Minutes of the meeting held on the 12th July 2017 should be approved and signed by the Chairman as a true and accurate record

68/17 To receive Declarations of Interest

Cllrs Ellison, Brookes, Soole and Thompson declared a personal and prejudicial interest in the item relating to the hosting of CCTV equipment at Tanterton Village Centre because they are all Trustees of the organisation. They left the room and did not take part in the debate or voting on this item.

Cllr Darby declared a personal and prejudicial interest in items on the agenda relating to the proposed new warding arrangements for Preston CC and the agenda item relating to the request from Preston CC to contribute to greenspace maintenance due to him being a City Councillor. He left the room and did not take part in the debate or voting on these items.

69/17 To adjourn the meeting for a period of public participation

The meeting was adjourned

A resident expressed concern that a member of the Council had not declared an interest on one of the items at the last meeting in July. She was advised that any complaints relating to declarations under the Code of Conduct must be dealt with by the Monitoring Officer at Preston CC.

A member of the public spoke in favour of the erection of the bollard on Cottam Lane – he was advised that this item had been withdrawn from the agenda and would not be discussed at this meeting

A resident enquired as to why no 'dog fouling' signs had been erected in Tanterton – she was advised that no Council member had put forward a proposition and that she should speak to a Council member after the meeting if she wished to obtain support for her request.

The meeting was reconvened

70/17 To authorise payment of the following accounts:

On Line	Unity Trust Ltd	Bank Charges	18.00
On Line	Newgate Nurseries	Planting for Planters	376.97
On Line	St Margaret's Church	Room Hire (last year & this year)	384.00
On Line	GGS	Lengthsman weeks 13-16	412.30
On Line	Catchpoint UK	Security Box Granton Walk CCTV	180.00
On Line	GGS	Lengthsman Weeks 17-20	385.70

On Line	BG Fencing	Materials Install Dog Signs	112.53
On Line	Aden Tudor	Dog Signs / Bexhill Path Signs	1324.80
On Line	BDO	Audit	240.00

It was resolved that the payments detailed above should be approved

71/17 To consider and formally approve the following documentation (which have already been circulated) to be used to advertise for a self-employed Environmental Assistant to the NC and to consider what methods of Advertisement should take place ie our own newsletter, notice boards and web site or additionally the local press.

Environmental Assistant Service Contract

Application Form

Advertisement

It was resolved that the documents mentioned above should be approved and that an advertisement should be placed on the Council's web site, notice boards, newsletter and in the local press.

72/17 To consider the appointment of a Committee who shall be responsible for dealing with the appointment of a self-employed Environmental Assistant to the NC and who would as part of their remit produce an interview list of questions, undertake formal interviews and appoint said EA following those procedures. It is suggested that the Committee comprise the Clerk (who has worked in HR recruitment in a previous occupation and no more than three members of the Council preferably those who might have been involved in recruitment / contract appointments in the past.

It was resolved that a Committee should be formed comprising the Clerk and Cllrs Bevan, McGrath and Roskell who should be responsible for dealing with the appointment of a self-employed Environmental Assistant to the NC and who would as part of their remit produce an interview list of questions, undertake formal interviews and appoint said EA following those procedures.

73/17 Consider further expense needed to implement the installation of a BTF Stoppy L Bollard as per resolution at the last meeting. (Failure to agree additional cost will effectively stop project from being undertaken)

Since the last meeting it has been established that the quotation received did not include electrical connection to an existing supply. LCC have also confirmed that no connection to a lamp post supply is allowable. There is an alternative supply near the proposed bollard but this would require trenching of cables to a supply stand close to the proposed installation. It has been confirmed that the contractor who has supplied existing quote has included connection to such a supply once provided. The estimated cost of the additional works has been estimated by LCC at a cost of £3500 or thereabouts which involves the trenching, cabling, making good, connection and supply stand. In the light of this additional cost the new project cost is outlined below:

Please also note that to date no resident agreements have been signed, the permission of LCC/PCC have not been obtained and the Fire and Rescue Services / Ambulance Services have not been consulted.

Agreement to the above additional expense would create a project cost as set out below:

Supply and fit bollard = £6380.00

4 square fixed v bollards (to reduce width) = £624

Hand held transmitters @ £28 each (estimated two per household minimum say 22) = £616.00

Or (not recommended) mobile phone access £299.00

LCC approved trenching etc as above = £3500

Total project cost £10803 or £11020 without contingency (normally a further 10% of estimated costs)

Total project cost with contingency £11883.30 OR £12122.00

The above item was withdrawn without discussion

74/17 To consider the request from Preston City Council that this Council contribute £9550.00 towards the maintenance costs of Preston CC owned greenspace from 1st April 2017 for one year in their area being 18% of the overall cost as supplied to us by PCC.

A copy of the letter of request is enclosed for reference – this Council are asked to decide as follows:

- *To refuse to pay and risk that the reduced level of maintenance which PCC have said will result will cause a deterioration in standards of maintenance within the area to the detriment of appearance and resident wellbeing in which case no further action is required*
- *Agree to pay as set out in the letter of request without any further engagement with PCC concerning standards, frequencies etc and rely on PCC to deliver maintenance to existing standards.*
- *Engage with PCC (without commitment) to discuss how a funding contribution might work and what Service Level Agreement would be in place to ensure that this Council can agree the best use of its contribution and monitor performance, should it decide that providing a contribution is what it wants to do.*

It was resolved that this council should engage with PCC (without commitment) as set out above and notify the local MP of the discriminatory request being made by Preston City Council in that only parished areas were being requested to contribute to greenspace maintenance whilst non parished areas would continue to receive the current level of maintenance without contribution since they were unable to raise a Precept.

75/17 To approve the enclosed Hosting Agreement in respect of CCTV equipment to be installed at Tanterton Village Centre as part of the overall CCTV installation in that area which has already been agreed.

It was resolved that the clerk should be authorised to sign the agreement mentioned above

76/17 To consider the proposed boundary changes to Preston City Council warding arrangements which will if accepted reduce the number of City councillors to 48, reduce the number of wards to 16 and mean that each Councillor has roughly the same number of residents to represent.

It was resolved that Cllrs Ellison and Brookes should jointly put together alternative proposals for the warding arrangements without the need for Ingol and Tanterton to be split and that they should produce their recommendations for consideration at the next meeting.

77/17 To approve and accept the enclosed Annual Return 2017 and Certificate from BDO as External Auditors

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

78/17 To consider a request from the Christmas Event W/G to provide up to £500 to cover the costs of this year's event which will include refreshments, and prizes for the school competitions

It was resolved that sum as requested above should be provided for the purpose outlined above

79/17 To note that the date of the next meeting is scheduled for the 25th October 2017

It was noted that the date of the next meeting is scheduled for the 25th October 2017