

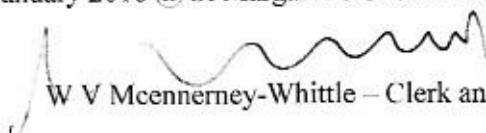


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10<sup>th</sup> January 2018

### NEXT MEETING

Members of the Council are summoned to the **NEIGHBOURHOOD COUNCIL MEETING** to be held on Wednesday the 17<sup>th</sup> January 2018 @ St Margaret’s Church Hall Ingol commencing at 7.00pm

  
 W V Mcennerney-Whittle – Clerk and RFO

### AGENDA

1. To receive apologies
2. To approve the Minutes of the Meeting held on the 13<sup>th</sup> December 2017 (enclosed)
3. To receive Declarations of Interest
4. To adjourn the meeting for a period of public participation

*During this time only, a member of the public may comment or raise an issue which is relevant to the Business of the Council or its Neighbourhood.*

*Please note that any representation or matter raised does not require any response from the Council and should not be debated since no decision can lawfully be made during this time.*

*After the meeting has closed a member of the public may speak to or later contact a Councillor on any matter of concern to them.*

*A member of the public is any person present other than a member or official of the Council.*

*A member of the Council may (after the meeting or at any later time) request that an agenda item be placed setting out clearly what it is the Council is being asked to consider and decide upon*

5. To authorise payment of the following accounts:

On Line	TVC	Repairs following vandalism	51.06
On Line	Catchpoint	Annual Maintenance Charge CCTV Granton	96.00
On Line	GGs	Lengthsman (37-40)	319.20
On Line	Marmax	Seats	1809.00
On Line	Catchpoint	CCTV installation Bridge / Nisa	6180.00
On Line	SLCC	¼ Annual Subscription	64.50
On Line	W V McWhittle	3 <sup>rd</sup> Qtr Sal and Exp	1293.79
On Line	Inland Revenue	3 <sup>rd</sup> Qtr Tax and NI	833.10
On Line	J Thompson	Reimburse Xmas Event Costs	427.08
On Line	GGs	Lengthsman (33-36)	319.20
On Line	Printing World	Newsletter	255.00
On Line	Johnston Publishing	Environmental Assistant Advert	199.20
On Line	City Distributers	Newsletter	137.76

6. To consider and approve the enclosed Terms of Agreement between PCC and this Council concerning a contribution of £9550.00 to be made for Open Space maintenance in this Neighbourhood Council’s area and authorise release of those funds in accordance with the terms of the said agreement as they become due.

7. To approve the Statement of Accounts for period ending 27<sup>th</sup> December 2017
8. To consider the way forward regarding the CCTV installation at NISA store which has been temporarily abandoned due to several acts of vandalism which have resulted in irreversible damage to three cameras and costs of repairs to TVC gates following attempt to vandalise the wi-fi connection to the recording equipment situated in the TVC building.
9. To note that the date of the next meeting is scheduled for the 28<sup>th</sup> February 2018



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

Present: Cllrs Roskell, Brookes, Soole, Darby and Anderson (Cllrs Bevan and McGrath arrived after the meeting had commenced and Cllr Bevan left before it finished)

There were eight members of the public present.

92/17 To receive apologies

*Cllrs Ellison and Thompson*

93/17 To approve the Minutes of the Meeting held on the 25<sup>th</sup> October 2017 (enclosed)

***It was resolved that the Minutes of the meeting held on the 25<sup>th</sup> October 2017 should be approved and signed by the Chairman as a true and accurate record.***

94/17 To receive Declarations of Interest

*None*

95/17 To adjourn the meeting for a period of public participation

*The meeting was adjourned*

*Residents present thanked the Council for installing CCTV equipment covering Cottam Lane – they stated that it seemed to be having the desired effect in that there had been a reduction in anti-social behaviour in that area. It was reiterated that there was still a problem with unauthorised speeding traffic and fly tipping and as such they supported the installation of a bollard, an item to be discussed later in the meeting.*

*It was mentioned that once again the Xmas Event had been a great success.*

*The meeting was reconvened*

96/17 To authorise payment of the following accounts:

On Line	GGS	Lengthsman	345.80
On Line	Viking Direct	Stationery	52.79

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

97/17 To approve payment of one quarter share of the Clerk's 2018 SLCC membership subscription (approx total £270) and attendance incl. previous overnight stay costs at the Practitioners Conference 2018 (approx £400) being a combined net cost to each Council for whom he works of approx £167.50

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

*Cllr Bevan arrived at the meeting*

98/17 To reconsider the resolution recorded under minute number 64/17 and now consider a further enclosed quotation which has been received from MS Bamber & Son Ltd at a figure of £6250



plus recoverable Vat this being somewhat cheaper than the original cost projections which have now time expired. The project costs for installation and connections are:

MS Bamber & Sons £6250

Electricity North West Connection Charge £1377.10

Total Installation Costs £7627.10

*Please note that LCC have already given their permission for the installation, PCC are not required to give any permission however they have been advised, the police have no objections and the Fire and Ambulance Services have been informed and so far, not raised any objections.*

*The installation would if agreed at the higher overall figure (NW Electricity Connection Charge) still require the written agreement of all residents who have private access rights to their properties.*

*Provision was made under minute number 64/17 for additional costs of £299 for mobile telephone access set up arrangements – it is unclear at this stage whether any similar cost will be involved however with all projects it would be sensible to include a contingency of say 10% which would require a total amount of say £8400 to be earmarked for the project.*

***It was resolved that the project as outlined above should be undertaken subject to the written agreement of all residents who have private access rights to their properties located on Cottam Lane***

*Cllr McGrath arrived at the meeting*

99/27 To consider the installation of 5 benches across the neighbourhood at sites shown on the attached map for which landowner permission has already been given. The benches to be purchased being the same as those recently installed around Tanterton recreation ground at a cost of £1500 plus installation material costs of approx £200 with labour undertaken by our lengthsmen and another at cost of a further £200 being a total project cost of £1900.00. PFP have indicated that they might contribute but have not confirmed this nor indicated at what level. Agreement is sought to the full amount with appropriate reduction should a contribution be forthcoming.

***It was resolved that the above installation should be undertaken – it was noted that PFP had confirmed a contribution of £656.00 towards the project costs***

100/17 To consider in the light of the poor response to our advert for an Environmental Assistant and the information received that our existing lengthsmen will not be renewing his contract in April that the two roles should now be amalgamated and a new advertisement placed in the next edition of our newsletter which will also carry an article on lengthsmen duties so as to make it clear what the new combined role actually is and that a contract service price of £13.00 per hour be introduced for 28 hours due to the increased responsibilities contained therein. If approved the existing working group to take responsibility for placing the advert, interviewing and appointing a suitable person on a self-employed service contract and that the clerk's increase in hours minute 87/17 be deferred until the combined appointment is made.

***It was resolved that the proposal outlined above should be approved and work commenced to obtain a suitable self-employed person.***

*Cllr Bevan left the meeting*

101/17 To consider the Draft Budget and Precept proposals and set a Precept for the year 2018/2019

***It was resolved that the Precept for 2018/2019 should be increased by 10% to provide some additional reserves for potential projects in the next 18 months and that it should therefore be set at £53603.00***

102/17 To note that the date of the next meeting is scheduled for the 17<sup>th</sup> January 2018

***It was noted that the date of the next meeting is scheduled for the 17<sup>th</sup> January 2018***

## OPEN SPACE MAINTENANCE CONTRIBUTION AGREEMENT

is made on the 2018

BETWEEN

- (1) PRESTON CITY COUNCIL hereinafter referred to as the 'CITY COUNCIL'
- (2) INGOL AND TANTERTON PARISH COUNCIL c/o 7 Bilsborough Meadow Preston PR2 1YY hereinafter referred to as the 'PARISH COUNCIL'

WHEREAS the City Council and the Parish Council have agreed proposals for an open space maintenance contribution to be made by the Parish Council to the City Council NOW IT IS HEREBY AGREED as follows:

1. That this agreement shall remain in force for 12 months from the date hereof unless formally extended by the written agreement of BOTH parties before this date.
2. The Parish Council will contribute £9,550.00 ("the funds") to the City Council's costs of the maintenance of its open space within the boundaries of the Parish Council.
3. The Parish Council will make such payments under this Agreement on a quarterly basis in arrears subject to satisfactory completion of the Works Schedule which is attached and deemed to be part of this agreement.
4. The Parish Council will make such quarterly payments only after a formal meeting with the City Council to discuss and agree that the Works Schedule for the quarter concerned has been delivered to a satisfactory standard or where there are any failures procedures have been agreed to rectify the outstanding issues.
5. The City Council will undertake to deliver to a satisfactory standard the works detailed in the Work Schedule attached and deemed to be part of this agreement.
6. The City Council will apply the funds provided by the Parish Council solely as a contribution to open space maintenance of the areas within the boundaries of the Parish Council and for no other purpose whatsoever.

## WORKS SCHEDULE

ACTIVITY	SEASON	AVERAGE FREQUENCY*
Ride on Mowing	Summer	13 cuts between April and October
Hand Mowing	Summer	13 cuts between April and October
Weed Spraying	Summer	Twice per year
Winter Pruning	Winter	3.5 visits
Tree and Infrastructure Maintenance	All year	When required
Play Equipment Inspections	All year	Weekly Preston City Council inspections and an Annual Independent Inspection

- \* The actual number of cuts / visits, the start and finish month and the methods used may vary due to the weather and ground conditions.

IN WITNESS WHEREOF the parties hereto have executed this deed the day and year first before written.

Signed on behalf of Preston City Council

Signed on behalf of Ingol and Tanterton Parish Council



INGOL & TANTERTON NC 30/9/2017			
FORECAST			
BUDGET			
44643	Opening Balance	47052.22	
48730	Precept	48730.00	
150	Interest	65.00	
545	Vat Refund	2740.37	
	CCTV CONTRIBUTION	540.00	
	Grant School CCTV	1000.00	
	CIL	2487.08	
	PFP GRANT	656.00	
94068	Total Income	103270.67	
1000	Donations	600.00	
7000	Clerk Salary	5673.29	
400	Clerk Expenses - Petrol	263.25	
450	Audit	305.00	
600	Insurance	614.95	
10000	Projects Unspecified		
	CCTV	8200.00	
	DOG FOULING SIGNAGE	1197.77	
300	Subscriptions	325.67	
600	Office Expenses/Misc	122.07	
400	Room Hire / Ground Rent	384.00	
72	Bank charges	36.00	
3000	Newsletter	1099.78	
500	Training		
1000	Materials/Repairs/Plants	589.31	
	National Insurance	4.30	
600	Xmas Event	391.36	
1800	Xmas Trees		
5500	Lengthsman	3465.76	
	Vat Reclaim	2160.89	
	Contribution to PCC Open Space		
25000	Lengthsman/Environmental Asst		
12500	Nog Tow Roundabout		
3000	Benches		
73722	Expenditure	25433.40	
20346	Reserves	77837.27	
	Bank current	2447.25	
	Bank deposit	45039.27	
	PSD FUND	30350.75	
	BALANCE	77837.27	
CIL - ACCOUNT	28/04/2017	2487.08	