



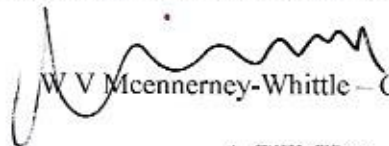
7 BILSBOROUGH MEADOW
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6th December 2017

NEXT MEETING

Members of the Council are summoned to the **NEIGHBOURHOOD COUNCIL MEETING** to be held on Wednesday the 13th December 2017 @ 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 25th October 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	GGs	Lengthsman	345.80
On Line	Viking Direct	Stationery	52.79

6. 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
7. 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.

8. 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.
9. 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.
10. To consider the Draft Budget and Precept proposals and set a Precept for the year 2018/2019
11. To note that the date of the next meeting is scheduled for the 17th January 2018



Minutes of the **NEIGHBOURHOOD COUNCIL MEETING** held on Wednesday the 25th October 2017
@ St Margaret's Church Hall Ingol commencing at 7.00pm

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

There were three members of the public present.

80/17 To receive apologies

None

81/17 To approve the Minutes of the Meeting held on the 13th September 2017 (enclosed)

It was resolved that the Minutes of the meeting held on the 13th September 2017 should be approved and signed by the Chairman as a true and accurate record subject to a minor amendment relating to a date being quoted as 2017 which was amended to read 2018.

82/17 To receive Declarations of Interest

Cllr Darby declared a personal and prejudicial interest in items 6 & 7 on the agenda since they related to Preston City Council of whom he is a City Councillor. He left the room and did not take part in the debate or voting on these matters.

83/17 To adjourn the meeting for a period of public participation

The meeting was adjourned

There were no representations from the public.

The meeting was reconvened

84/17 To authorise payment of the following accounts:

On Line	Greenwood Garden Services	Lengthsman	372.40
On Line	Mrs D Bolton	Broadband Additional Cost	45.00
On Line	City Distributors	Newsletter	136.72
On Line	W V Mcennerney-Whittle	2nd Qtr Salary & Expenses	1150.59
On Line	Inland Revenue	2 nd Qtr Tax deductions	710.80
On Line	Unity Trust	Bank Charges	18.00
On Line	Community Voices	Donation	200.00
On Line	Greenwood Garden Services	Lengthsman	415.20
On Line	Newgate Nurseries	Plants for Planters	272.00
On Line	Vans Dutch Bulb Co	Bulbs for Planters	58.20
On Line	Printing World	Newsletter	255.00

It was resolved that the payments mentioned above should be approved

85/17 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 2018 for one year in this Council's area being 18% of the overall costs as supplied to us by PCC. A meeting with PCC has established that they are prepared to enter into an agreement of works, quarterly review meetings and accept payment quarterly in arrears whilst clarification is still sought as to how

they have arrived at the overall hourly rate which on the face of it includes significant back office administration.

It was resolved that this Council should contribute £9550.00 towards maintenance costs of Preston CC owned greenspace within the Neighbourhood Council's boundaries subject to a satisfactory agreement being reached with Preston CC covering work schedules, quarterly reviews and payment terms.

It was further resolved that this agreement once negotiated should be placed before the full Council for final approval or otherwise, its agreement being a prerequisite to any payment being made.

A recorded vote was requested prior to the vote:

*Cllrs Roskell, Bevan, Brookes, Soole, Ellison, Darby, Anderson and McGrath voted in favour
Cllr Thompson voted against*

86/17 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. A proposal (enclosed) has been put together for consideration and submission if felt appropriate.

It was resolved that the proposals outlined and referred to above should be submitted to the Boundary Commission on behalf of this Council.

87/17 To confirm that in line with the report submitted and approved under minute number 61/17 to appoint an Environmental Assistant to the NC that the Clerks paid hours be increased by 2 per week this being part of the working group recommendations to be effective from the date that the EA is formally appointed. (report extract below)

*The proposal is as follows is for the appointment of an **Environmental Assistant to the NC** who would be self-employed working 20 hours per week over 5 days on a flexible service contract at a rate of £10 per hour = £10400 and that in addition 2 hours per week administration time would need to be built into the Clerks working hours in order to deal with general administration, supervision, reporting, monitoring, assessment, work scheduling, resident contact and so forth at a cost of approx £1000 per year.*

It was resolved that the Clerks paid hours should be increased as outlined above.

88/17 To consider the purchase and installation of a 'youth shelter' as set out in the attached quotation of £7500 plus Vat (reclaimable) – the item to be sited on Dovedale Recreation Ground (subject to approval of PCC)

It was resolved that this item should be deferred for the time being but that a sum of £10K should be allocated in this Council's budget and earmarked for such an installation in the future subject to the following actions and responses to be dealt with by a working group comprising Cllrs McGrath, Darby and Bevan who would produce a report covering the points to be considered:

- *Consultation with the police to obtain their opinion*
- *Consultation with youths in the area to obtain their views*
- *Consultation with residents near to any proposed installation to obtain their views*
- *Landowner permission (this may be Gateway rather than PCC)*
- *A specific location agreed and considered as above*

89/17 To consider the additional costs which are suggested to satisfactorily complete the CCTV installation in the Nisa area of Tanterton whereby the original proposed cameras have already been damaged prior to completion of the installation. The additional costs of £300 per camera would provide for vandal proof dome cameras to be installed together with cages. Full details of the alternative cameras are enclosed – this would if accepted bring the total installation costs to £3500.00 less £540 which has been obtained from the NISA store since they requested an additional camera, being net £2960 against an original quotation of £1950.00.

It was resolved that the additional costs should be accepted and that the installation should recommence as soon as possible

90/17 To receive and approve the Statement of Accounts to the 30th September 2017

It was resolved that the Statement of Accounts to the 30th September 2017 should be approved.

91/17 To note that the date of the next meeting is scheduled for the 13th December 2017

It was noted that the date of the next meeting is scheduled for the 13th December 2017



MS Bamber
& SON LIMITED

M S Bamber & Son Ltd

Quote No: 1
Date: 19/10/2017
For: Ingol and tanterton neighbourhood council
bill.mcgrath77@gmail.com
77 Barry avenue

Quote

2 Cottam Nurseries
Cottam Lane Preston
PR2 3XW
VAT Reg N^o: 156448979
Email:mickbamber@btinternet.com
Tel:01772 726103 Mob:07927327464
Company No. 4477905
Registered office: 316 Blackpool Road
Preston PR2 3AE

Description	Quantity	Rate	Amount
1 x Luxor bollard 200mm x 600m	1	£3,690.00	£3,690.00
1 x control pump			
1 x GSM telephone receiver			
2 x loop detectors			
2 x red lights			
Project management and final fix by Hi-tech security systems	1	£1,280.00	£1,280.00
Static bollards supply and fix	2	£58.00	£116.00
Labour costs	1	£1,164.00	£1,164.00
		Subtotal	£6,250.00
		VAT 20%	£1,250.00
		Total	£7,500.00
		Total	£7,500.00

Mr W V McEnnerney-Whittle
 Ingol & Tanterton Neighbourhood Council
 7 Bitsborough Meadow
 Preston
 PR2 1YY

Phone: 08433114527
 Email: tracy.moxon@enwl.co.uk
 Date: 29 September 2017

Our Reference: 5500107213/A

Dear Mr McEnnerney-Whittle

Re: Electricity service connection to your site at Cottam Lane, Preston, PR2 1JS

Thank you for your recent application for works at the above address. I am pleased to provide you with your quotation. The breakdown below shows how your costs have been calculated. There is some other important information enclosed with this letter which will help ensure the smooth delivery of your new connection.

Your Quotation

Charge Description	Amount
Construction works including: Excavation, Backfill & Resurfacing (All public highway and private where requested) Cable installation & Live jointing onto ENWL network.	£1,377.10
Out of Hours (If required)	£0.00
Wayleave charges & legal fees	£0.00
Local Authority permissions charges	£0.00
Total Charge (Excluding VAT):	£1,377.10
VAT (at the appropriate rate):	£275.42
Total Charge (Including VAT):	£1,652.52

What happens next?

We will contact you to answer any questions you may have and support you as needed.

The Electricity North West Website and connections guide provides helpful information to assist you get your site ready, here is the link so you can find it easily <http://www.enwl.co.uk/our-services/connection-services/new-connection>

Don't pay anything yet...

We don't want your payment until you are ready for connection. This quotation will remain valid for 6 months from the date of this letter.

We will connect you, on average, within 5 weeks of payment being received and site being confirmed ready.

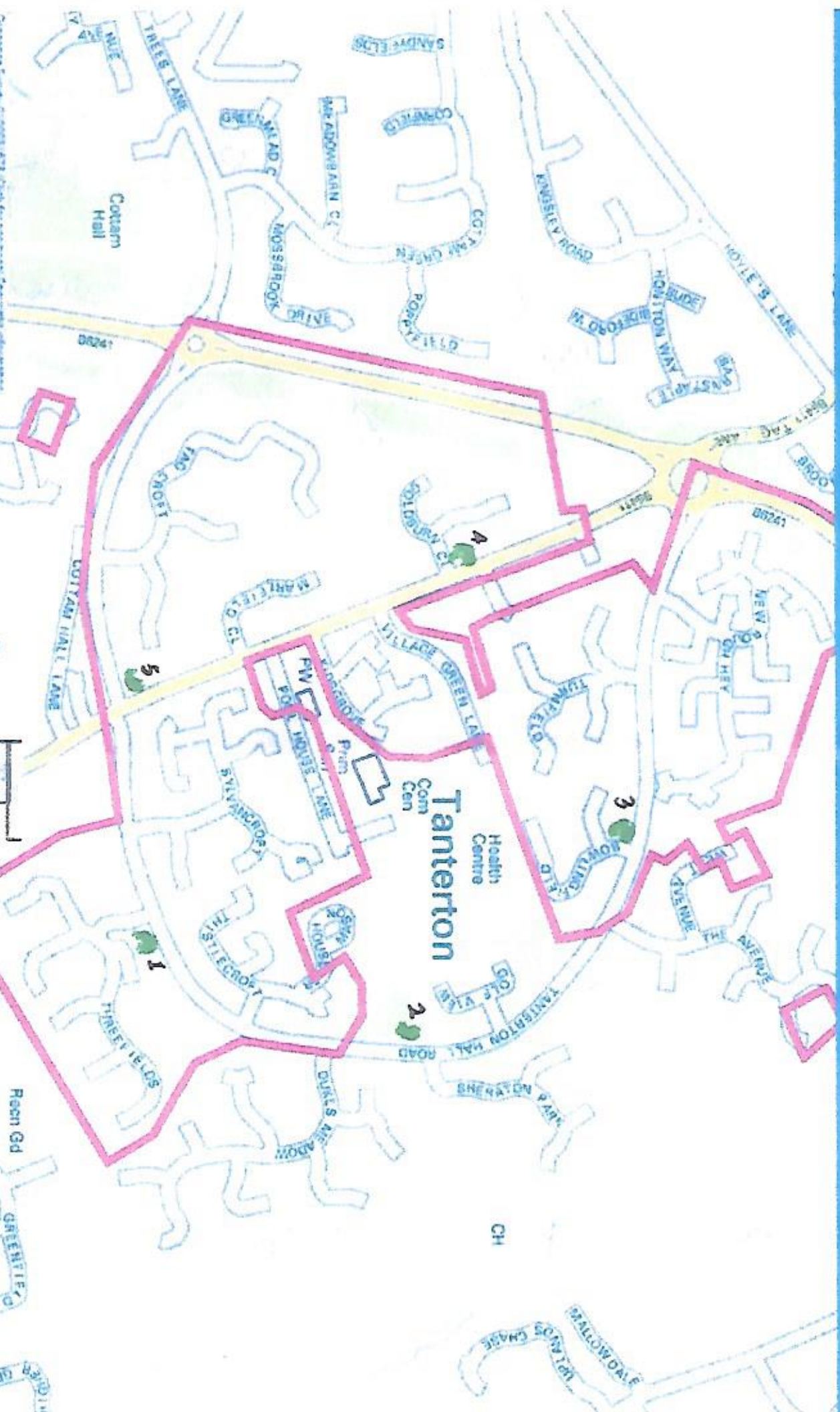
Please note, the works must be completed within 3 months from acceptance of this quotation.

We are looking forward to carrying out your new connection. If you need anything please feel free to contact us. You can find our details at the top of this letter.

Yours sincerely,

TRACY MOXON
 Electricity North West Limited

800 P X



INGOL & TANTERTON NC 30/9/2017				
FORECAST			FORECAST	PRECEPT
BUDGET			OUT TURN	2018 2019
44643	Opening Balance	47052.22	47052	51458
48730	Precept	48730.00	48730	48730
150	Interest	43.91	80	80
545	Vat Refund	2740.37	2740	975
	CCTV CONTRIBUTION	540.00	540	
	Grant School CCTV	1000.00	1000	
	CIL	2487.08	2487	
94068	Total Income	102593.58	102630	101243
1000	Donations	400.00	1000	1000
7000	Clerk Salary	3648.86	7600	8600
400	Clerk Expenses - Petrol	190.45	400	450
450	Audit	305.00	305	400
600	Insurance	614.95	620	700
10000	Projects Unspecified		10000	10000
	CCTV	3050.00		
	DOG FOULING SIGNAGE	1197.77		
300	Subscriptions	95.17	300	300
600	Office Expenses/Misc	52.72	600	600
400	Room Hire / Ground Rent	384.00	400	300
72	Bank charges	36.00	72	72
3000	Newsletter	474.98	2000	2200
500	Training			200
1000	Materials/Repairs/Plants	314.14	1000	1000
600	Xmas Event		500	500
1800	Xmas Trees		1800	1900
5500	Lengthsman	2385.56	5500	5500
	Vat Reclaim	975.18	975	
	Contribution to PCC Open Space			9550
25000	Environmental Assistant		2600	10400
12500	Nog Tow Roundabout		12500	
3000	Benches		3000	
73722	Expenditure	14124.78	51172	53672
20346	Reserves	88468.80	51458	47571
	Bank current	3099.87		
	Bank deposit	55027.44		
	PSD FUND	30341.49		
	Balance	88468.80		