

Longton Parish Council

7 Bilborough Meadow

Lea

Preston

PR2 1YY

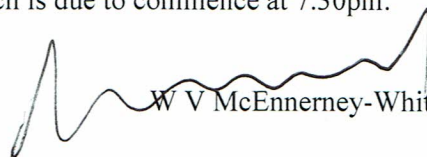
Tel 01772 733829

E-mail: longtonparishcouncil@hotmail.co.uk

26th May 2020

NEXT MEETING

Members of the Council are summoned to the **ANNUAL PARISH COUNCIL MEETING** to be held on Tuesday the 2nd June 2020 by way of a Virtual Video Conference meeting commencing immediately after the LVMRG Trustee Meeting which is due to commence at 7.30pm.



W V McEnnerney-Whittle – Clerk and RFO

A G E N D A

1. To elect a Chairman for the following 12 months who will then sign the 'Acceptance of Office' form as soon as practicable
2. To elect a Vice Chairman for the following 12 months
3. To receive apologies and approve the reasons for absence where appropriate
4. To consider and approve the Minutes of the Meeting held on the 3rd March 2020 (enclosed)
5. To receive Declarations of Interest
6. To adjourn the meeting for a period of public participation

It is expected that a video link will be available to the public by request from the Clerk to the Parish Council so that they can observe the meeting. Resident representation will however be limited to comments or observations made to the Parish Council either by email, telephone or letter received before the meeting commences. They will be read out during this session. Items raised which are not part of the agenda and therefore where no decision can be lawfully made will be dealt with by the Clerk to the Council and may if required form part of the agenda of a future meeting.

7. To consider the list of the planning applications as set out below:

07/2020/00367/VAR – Erection of one 2 bedroomed dwelling (amended scheme to planning approval 07/2019/7464/FUL) @ 310 Chapel Lane New Longton PR4 4AB

07/2020/00402/CLD – Single storey extension to both side elevations and erection of detached garage @ The Sandpipers Marsh Lane Longton PR4 5LA

8. To approve the following payments:

Online	Vision ICT	50% up front payment new web site	642.00
Online	Whitehill Direct	2 x New Notice Boards	1274.40
Online	P Heise	Lengthsman	455.68
Online	Len Slade	Internal Auditor	110.00
Online	Zurich Insurance	Renewal under LTA	537.43

9. To receive and approve the enclosed Financial Statement as at 31st March 2020
10. To consider and approve the Internal Auditors Report for the year ended 31st March 2020 (enclosed)
11. To approve and authorise the Chairman and RFO to sign Section 1 (Annual Governance Statement) and Section 2 (Accounting Statements) being part of the Annual Audit for the year ending 31st March 2020 (papers enclosed) as soon as practicable.
12. To consider an application for funding from New Longton Sports & Social Club (enclosed)
13. To set the licence fee for New Longton Rovers Junior FC for use of recreation ground behind New Longton Village Hall (last year £300)
14. To consider whether this Council should contribute to the creation of a car park at New Longton All Saints C of E Primary School in the interests of road safety as outlined on the enclosed proposal.
15. To consider the arrangements for the 2020 Best Kept Garden Competition, agree judging dates and appoint the judges as required – last year's arrangements are below.

Each member should provide details of their TWO chosen gardens (if appropriate) by the 19th July 2019 for entry into the final round of judging and that Cllrs Fox and Sumner should undertake the final judging and advise the Clerk of the winner, 2nd and 3rd in each of the two villages of Longton and New Longton by the 5th August 2018.

16. To note that the next meeting is scheduled for the 14th July 2020.

Longton Parish Council

Minutes of the **PARISH COUNCIL MEETING** held on Tuesday
the 3rd March 2020 in **LONGTON LIBRARY** commencing at 7.30pm.

Present: Cllrs Gooch, Sumner, Welch, Turner, Riley, Alsop, Fox, Mather, Barnes and Garside

There were 15 members of the public present.

11/20 To receive apologies

Cllr Artis and Coulton

12/20 To consider and approve the Minutes of the Meeting held on the 14th January 2020 (enclosed)

It was resolved that the Minutes of the Meeting held on the 14th January 2020 should be signed by the Chairman as a true and accurate record.

13/20 To receive Declarations of Interest

None

14/20 To adjourn the meeting for a period of public participation

The meeting was adjourned

A number of residents raised concerns about flooding in New Longton both recently and regularly in the past. A resident meeting had taken place and they had come up with a number of potential solutions and asked that the Parish Council take them on board, one of which was to commission a survey to try and discover what the problems actually were. It was explained that the flooding authority is LCC. The resident group will send a copy of their meeting minutes to the Clerk who will forward to LCC and ask for a response. It was suggested that perhaps any survey might be funded by the Parish Council.

Representatives of NL Sports and Social Club spoke in support of their application for funding which was to be discussed as an agenda item later in the evening.

Concern was raised with regard to HGV's going through New Longton instead of the new bypass and particularly signage directing them down Station Road. The Chairman explained that attempts had been made to have the sign removed however LCC has responded that it had to remain. There was a suggestion that additional signage to direct vehicles away from NL should be placed nearer to the bypass junction. It was pointed out that signage could not just be put up without a TRO and these took some time. It was also mentioned that a meeting had taken place with LCC and there are suggestions to have a weight limit placed on HGV's however this could not happen immediately since legislative consultation was required and a legal TRO would be required.

The meeting was reconvened

15/20 To consider the list of the planning applications as set out below:

07/2020/00109/HOH – Demolition of existing garage and store and replacement with garage/granny annexe @ 154 Chapel Lane Longton PR4 5FB

07/2020/00106/HOH – Raising of ridge height to create living accommodation at first floor, single storey front extension, 2no dormers to front and 2no rear dormers with balcony to rear @ 10 The Close New longton PR4 4XH

07/2020/00151/PIP – Application for permission in principle for erection of single domestic dwelling @ Fold Farm Pope Lane Whitestake PR4 4JR

It was resolved that no representations should be made.

16/20 To approve the following payments:

Online	P Heise	Lengthsman Inv 11	896.00
Online	Preston Bus	Subsidy 12/19	16875.00
Online	Unity Trust	Bank charges 12/19	18.00

It was resolved that the payments referred to above should be approved

17/20 To appoint Len Slade as the internal auditor for 2019/20 at a fee of £110.00 and approve the Terms of Reference and Internal Control / Suggested Testing Methodology the relative documents having already been circulated

It was resolved that Len Slade should be appointed as the Internal Auditor as set out above

18/20 To consider and approve the following documents which have already been circulated

- The Council's Standing Orders & Financial Regulations
- The Councils Risk Management Policy Statement 2020
- The Councils Risk Management Register 2020
- The Councils Asset Register 2020
- The Review of the Effectiveness of the Internal Audit and Internal Control 2020

It was resolved that the documentation referred to above should be approved

19/20 To confirm that this Council wishes to enter the 2019 Best Kept Village Competition and agree which individual OUTSTANDING entries should be submitted this year (2019 outstanding nominations enclosed)

It was resolved that this Council should enter the BKVC and submit the same outstanding entries as last year together with the Black Bull public house.

20/20 To receive and approve the enclosed Financial Statement as at 31st December 2019

It was resolved that the Financial Statement referred to above should be approved

21/20 To consider replacement of this Council's web site with a bespoke fully responsive site which will meet Disability Discrimination Act requirements and could be supplied by Vision ICT a long established firm who specialise in Parish Council web sites at a cost of £1200.00 which would also include creating a .gov.uk address (see Lea and Cottam web site as example) – a £250 per year management fee would be required to provide ongoing support.

A recorded vote was requested details below:

Those in favour Cllrs Riley, Barnes, Garside, Welch, Alsop, Turner, Gooch and Sumner

Those against Cllr Mather

Cllr Fox abstained.

It was resolved that Vision ICT should be asked to provide a bespoke fully responsive web site as described above.

22/20 To consider an application for funding from New Longton Sports & Social Club (enclosed)

It was resolved that the request for funding to resurface their car park which was used as a community facility should be approved and that J W Ramsbottom Contractors Ltd should be used at a price of £9810.00 plus Vat being the amount of the funding to be provided.

23/20 To consider a proposal for tree planting (enclosed)

It was resolved that proposals to plant 6 trees (three in Longton at the LVMRG and three at the NL recreation ground) at an estimated cost of approx £200 should be approved.

24/20 To consider the replacement of New Longton notice boards (one has already fallen due to wear and tear and is in poor condition and the other is also in poor condition.

Lea and Cottam PC recently purchase form Whitehill Direct Ltd a Chorley company who also did installation. They have proved to be very attractive and maintenance free as they are aluminum powder coated Similar for New Longton would be approx £750 for a 6 x A4 capability with posts and including installation. A wall mounted similar size would be around £500. To replace both boards would cost approx £1250 which is substantially cheaper than existing oak type, have less maintenance and are very attractive. Please take a look at their web site.

It was resolved that the new notice boards as described above should be purchased

25/20 To consider what might be done in respect of an apparent increase in traffic through New Longton following the opening of the bypass where it is thought that New Longton roads are being used as a short cut between A582 and A59.

It was resolved that The Clerk should now contact the LCC Cabinet Member for Highways requesting a 7.5t restriction be applied in New Longton in support of the resolution passed at the last meeting.

26/20 To note that the next meeting is scheduled for the 14th April 2020.

It was noted that the date of the next meeting is scheduled for the 14th April 2020

[illegible]

Annual Internal Audit Report 2019/20

LONGTON PARISH COUNCIL

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. IF the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered")			✓
L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.	✓		
M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	✓		

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed)

Date(s) internal audit undertaken

30/04/20

Name of person who carried out the internal audit

LEN SLADE

Signature of person who carried out the internal audit

L. Slade

Date

30/04/20

*If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in controls identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

LONGTON PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DATE

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

SIGNATURE

SIGNATURE

Other information required by the Transparency Codes (not part of Annual Governance Statement)
Authority web address

Authority web address

Section 2 – Accounting Statements 2019/20 for

LONGTON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	38,858	38,713	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	73,200	116,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	8,178	12,769	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	9,538	9,890	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	71,985	139,291	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	38,713	18,301	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	38,713	18,301	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	20,601	17,976	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
	✓		N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED
Date DD/M/YY

I confirm that these Accounting Statements were approved by this authority on this date:

as recorded in minute reference:

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Grant Harvey

Report for Longton VMR Trustee
Longton VM Sports & Social Club – COVID-19 Impact

Background

1. Last year the Club commissioned a Consultant's Report to look at how things have progressed over the last ten years or so, as well as looking forward to things that might be improved in the future. Inter alia, it recommended:
 - a) the need to continue to maintain good relations with local organisations that hire the facilities, and to ensure that the features that attract them to use the Club are kept to a high standard;
 - b) the use of external funding will continue to be vital to enable any significant physical improvements.
2. As a parallel exercise, the Club did a User Survey of these local organisations, as well as individuals who either hired or used the facilities, and sought their views on the kind of improvements that they would like to see.
3. At that time, the Club had a major water leakage due to a burst external water supply pipe, and after a drawn out discussion with United Utilities, was forced to pay a £9k bill for water loss which had a drastic impact on the January Year End Accounts and Cash Flow.
4. Following an analysis of the User Survey, an Improvements Programme was produced and following discussions with the National Lottery a grant application of circa £90k was submitted. This also included a new section of water pipe to replace the old/repaired lead pipe, plus a re-siting of the water meter from the footpath on Old School Drive to the rear toilets, so that future meter readings would be easier to monitor.
5. The Trustee & Parish Council approved a sum of £1.5k as match funding towards that part of the programme relating to roof insulation. The Club also received match funding of £500 from the Duchy of Lancaster Benevolent Fund and £1k from Bridges Charity.
6. However, in March the Club was informed by the National Lottery that the application had been turned down as their focus was now on organisations that were dealing directly with COVID-19 support.
7. This Club has had to have a major rethink on the best way forward and has since:
 - a) produced a smaller Improvements Programme based on the priority works identified in the User Survey;
 - b) initiated discussions with the Lancashire Environmental Fund as an alternative main grant funder. A condition of the LEF application is the need to secure 20% match funding from other sources, plus an admin fee of 11% of the LEF funding being sought.

The Revised Project

8. The revised project will therefore now concentrate on improvements that will have the most visible impact and includes:
 - **new carpet and flooring in main lounge/bar & chair cleaning/repairs.** This includes a small extension of the dance floor for a second table for the table tennis group which they specifically raised in the User Survey. This group was formed several years ago when SRBC were seeking to encourage exercise for over 50s in local venues, and is now a regular Monday evening activity.
 - **redcoration of main lounge, foyer and kitchen.**

- new water pipe & meter.
- car park security light specifically requested by Longton VM Choir in the User Survey.

9. Written Quotes have been obtained on all of these items, and the breakdown of the LEF application is as follows:

Total cost of work	Grants secured	LEF grant request	Grant shortfall	LEF admin fee
£23,883	£3000*	£19,107	£1,776	£2,102**

Note: * includes initial £1,500 by Trustee & Parish Council.

** Admin fee is 11% of £19,107 LEF grant.

20% match of £23,883 is represented by £3000 + £1776 = £4,776

Figures in **bold** indicates total funding still being sought = **£3,878**

Next Steps

10. The Club is trying to navigate its way through the COVID crisis, and in order to sustain itself, it has had to look at ways of reducing its operating costs as well as seeking Govt. COVID grants to offset shortfalls. Accordingly, the Treasurer has produced a Cash Flow forecast which presumes no trading income this year and for the Govt. furlough scheme being extended beyond June 2020. This shows a negative Cash Flow, which would be unsustainable in the long-term unless things get back to normal.

11. **To help improve the Cash Flow this year, the Trustee is asked to waive the Annual Levy.** This might also be required in 2021/22 as well, as trading is likely to be very sluggish for a long time.

12. We are also taking steps to influence matters where we can, including planning the improvements outlined in Para 8 for when the Club opens again, in the hope that this will provide an enormous boost in winning back customers and income once the lockdown is over. In the longer-term, the improvements will also provide a backdrop to the Club's Centenary celebrations in 2022.

13. An Expression of Interest Application has been submitted to LEF to start the ball rolling. If this is accepted, the Club then has to submit a Full Application by 30 June which needs to confirm that all match funding has been secured.

14. **To enable this Full Application to be submitted, the Club is seeking support from the Trustee & Parish Council for the following:**

(1) **To switch the initial £1.5k support for roof insulation to the revised project described in Paragraph 8.**

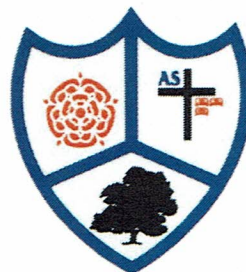
(2) **To approve a further £3,878 as match funding for the project. This would hopefully then enable a further £19,107 of LEF funding to be drawn down.**

15. If the LEF application is successful, the works are likely to be carried out during the current COVID lockdown.

Total Request £5378.00

Longton VM Management Committee
April 2020

Building Proposal for consideration
New Longton All Saints' C of E Primary School



Headteacher: James Maloney

1. Rationale for proposal
2. Car Park
3. Road Demarcations

Appendices:

- a) Topographical Survey
- b) Plan of carpark
- c) Road demarcation suggestions

1. Rationale for proposal for demarcation and traffic calming changes to Hugh Barn Lane, a car park on school property and appropriate signage.

After meeting with County Councillors Graham Gooch and Keith Idden, I have been requested to submit a proposal for improvement measures in New Longton. It is important to note that all of these interventions aren't all outside my school but will have the cumulative effect of introducing delay on the whole route dissuading its use as a short cut and hopefully limiting the likelihood of accidents and serious injuries.

The driving factor behind this proposal is the safety of 213 children. The danger from speeding cars (average speed is well above 30 mph) losing control is becoming a realistic outcome and it is now a matter of when, not if, a car crashes. The playground's proximity to the road means there is a significant risk of serious injury or fatality to children and I wish to strongly propose proactive, rather than reactive alterations to safeguard our young people.

Over the last few years, there has been an increase in the speed in which cars pass by school. Since the opening of the new Penwortham bypass, we have seen the road become more dangerous, with the majority of cars, HGVs and vans speeding past our gates, as was witnessed first-hand by County Councillors Idden and Gooch. Road users repeatedly ignore safety measures, mounting the pavement and driving down it at 8.55am when families are trying to drop their children off at school. The convenience of the route is a significant concern and with this proposal I hope to provide a suitable way forward through your collaboration with us as a community.

The grave concerns we have are for the safety of our children and the risk of serious injury caused by the speed of traffic. Currently, there are no traffic calming measures in place and the route is an effective rat-run to the A59. The proposal detailed below will be complimentary to works suggested by South Ribble which, should they be completed, would actually make the route past school even more dangerous, by placing more emphasis on HGVs and cars passing our school.

Because of South Ribble Borough Council's plan for alleviating pressure on Station Rd, which I must add, is needed, more HGVs will be forced past our school, increasing the danger to children and families and also damaging the road further.

2. Creating a Car Park

Currently, there is a lack of available parking for staff and visitors to school. This impacts upon the local community and cars using Hugh Barn Lane, causing an obstacle in the road. My proposal is to create, with the support of yourselves, a large car park with facility for parents to "drop and run". This will alleviate the impact on the local community and relieve pressure from a key route for commuters. It will, most importantly, allow us to keep our children safe.

We are asking for help, however. Within the parental body, through fundraising and through support of local businesses, we would be able to complete most of the planning, design and groundworks required to kick-start the build. We lack the expertise and resources, however, to finish the works.

After consulting with specialists, we have identified that the cost to complete the car park and make alterations to entrances etc would come to £40,000. As a school, we are in a position to be able to source approximately £20,000 but would request that you match fund the remaining amount, as discussed during your visit in February.

Attached to this proposal is a topographical survey (Appendix a), a hand-drawn map of a car park (Appendix b) and a proposal for the car park (Appendix c) which has been drawn by Cassidy & Ashton architects and identifies the largest available space to relieve pressure from the road. It means that staff and visitors to school will not be detrimental to traffic measures, nor block key areas and increase risk. We recognise that your team of experts may be able to identify better design plans and we are happy to take your lead in this.

As a school and as a community, we are committed to supporting this project and wish to complete as much of the work as possible. Parents have agreed to help with the work, those with skills, such as engineers and architects are supporting our proposal and others, such as builders and joiners, are helping with the labour. We would prep the site, removing current trim trail equipment and ensure the willow structures were replanted safely.

We recognise that the creation of a car park will reduce some of the green space available to the children and steps have already been put in place to regenerate the top field, through the creation of a pond, to support drainage, planting of willow structures by Brockholes Nature reserve and the design and delivery of a dedicated forest school area. All of this was done by staff and parents and a once un-useable space is now used daily by our children. Therefore, even after the reduction in field space, the useable green area has increased by 50% for our children and community.

This forest school area is also being used to support disadvantaged children in challenging catchments in inner-city Preston. By improving our facilities, we will be better positioned to continue this approach, offering the space out to groups who desperately need it. We also offer this area to uniformed groups for a significantly reduced rate, ensuring our community benefits from our resources.

We have also recently won a competition run by NST and will be planting 300 trees around our site which should help to negate any trees which may need to be cut down for access or car park measures. It will also improve the area over time, helping to drain the fields naturally, supporting bio-diversity and eco-friendly alternatives. Obviously, due to the coronavirus pandemic, the trees which were scheduled to be planted in April will now be planted in October.

On top of this, the opportunity for the community to come together and act as part of the solution to this dangerous problem is a phenomenal catalyst for change and would help cement good feeling within the community that we are able to safeguard our families – with help from our council, not passively waiting to be saved or for others to do it for us.

Another upside of this proposal is that this would also allow us to continue giving access to our sports facilities to local children's sports teams for free, without them impacting on the road, affording children from all over Preston to benefit from sporting matches at the weekend.

3. Road Demarcations – Hugh Barn Lane

In order to complement the planned improvement works by South Borough Council on Station Rd and to ensure that those much-needed works do not compound the traffic issues already in existence on Hugh Barn Lane, I propose changes as laid out in Appendix b of this document.

I request that you consider the installation of table tops on the junctions, to reduce speed and also to support conscientious use. It will allow the traffic time to see my school and prompt them to approach with more caution.

I also request that the road demarcations, as suggested, extend into Southfield Drive, as there are currently single lines on this junction, which road users ignore. In the interests of community safety and the well-being of our neighbours, I would welcome these changes.

I would also like to propose you consider a weight limit of 7.5 tonnes from both entrances to our village, which will ensure HGVs can still deliver and collect from local businesses in Whitestake, without impacting on the village centres. The use of the dual carriageway, therefore, will be the only through-route available for HGVs.

By combining these relatively low cost elements, in conjunction with delay methods and signage, we can affect positive change at minimal cost.

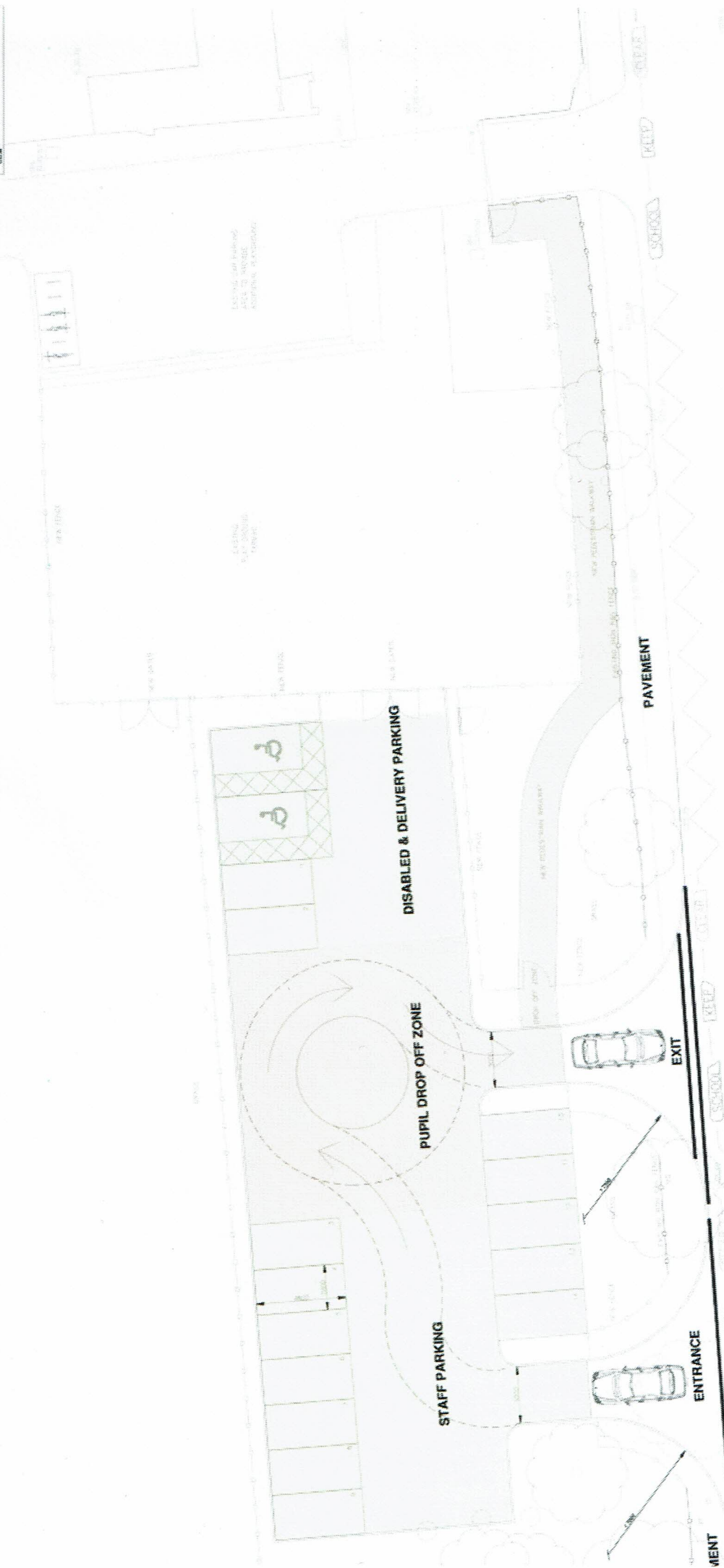
Thank you for taking the time to consider my proposals. I look forward to hearing from you soon.



James Maloney
Headteacher
New Longton All Saints' Primary School



Guided by God's Light, we aim to Experience, Enjoy and Excel

[illegible]

School Governors

All Saints C of E Primary School
New Longton

**Proposed Staff Car Park &
Pupil Drop Off Zone - Option 2**

DOI	Year	Accession	Year
10.1002/1522-2675(200109)24:9<1031::AID-HLCA1031>3.0.CO;2-8	2001	200109	2001

P3292 SK03

Cassidy+Ashton