



**PREESALL TOWN COUNCIL**

**Minutes of the meeting of the Town Council held  
on Monday 9 September 2019  
at 7.00pm at Preesall Youth and Community  
Centre, Lancaster Road, Preesall**

**Present:** Cllrs P Orme (Mayor), B Burn, A Cropper, J Cropper, R Drobny, T Johnson, K Nicholls, N Patrick, A Tarpey-Black, D Williams, L Woodhouse.

**In attendance:** Alison May, clerk to the town council; 7 members of the public.

**91a(1) Apologies for absence**

Cllr K Woods

**91b(1) Absent without apology**

None

**92(2) Declaration of interests and dispensations**

Cllr Nicholls (family link), Cllr A Cropper, Cllr J Cropper (adjacent to development), planning application 18/00414/FULMAJ

Cllr Orme, planning applications 18/00414/FULMAJ and 19/00800/FULL (planning committee member).

**93(3) Minutes of the last meeting**

Councillors **resolved** to approve as a correct record the minutes of the meeting held on 12 August 2019.

**94(4) Public participation**

*At the request of the Mayor, councillors **resolved** to adjourn the meeting at 7.04pm to allow non-councillors to speak.*

Members of the public commented on planning application 18/00414/FULMAJ

- It was asked whether riparian responsibilities are enforceable as not everyone is cleaning out their ditch. It was suggested that development shouldn't commence until all ditch work had been completed. Concerns were also raised regarding the finished floor level of the existing houses and surface water run-off going into overstretched ditch systems. It was asked how home-owners are supposed to clean out the ditch when fencing for the proposed development would deny them access.

- A member of the public presented evidence of agricultural use in respect of applications 19/00844/COUQ and 19/00861/COUQ and updated councillors on further planning information being prepared.

- A member of the public raised concerns regarding applications 19/00800/FUL and 18/00946/OUT, primarily failure to comply with previous planning requirements and the need to extend a stable block that had never been used for horses. They also suggested that a deputation of councillors go to Wyre requesting action with regard to the volume of traffic in the vicinity of Preesall Hill before an accident occurs. An update on action being taken on signage on Park Lane was requested. *In reply*, they

were informed that a visit had been made by a representative of Wyre Council and that the matter was being dealt with.

- Councillors were informed of an elderly woman having fallen at home and an ambulance being called as there were concerns that she was losing consciousness – it had taken 1hr 9 minutes to arrive. The council was asked to write asking why the response had taken so long. To be added as an agenda item for the October meeting.

- the clerk informed councillors that a member of the public had asked for the council to become bee friendly and that more information would be presented at a subsequent meeting.

*At the conclusion of the public participation and at the request of the Mayor, councillors **resolved** to reconvene the meeting at 7.30pm.*

## **95(5) Planning applications**

### **Application Number: 18/00414/FULMAJ**

**Proposal:** Residential development comprising of the erection of 46 dwellings with associated access and parking.

**Location:** Land Off Rosemount Avenue Preesall FY6 0EY.

**Resolved:** The council would raise the same objections last time to the application. In addition - emphasise the risk of flooding and the implications for surrounding areas, not just the site for development. Also, the concerns re the erection of fencing that would prevent riparian owners from keeping ditches cleaned out and the inadequacy of the existing ditch/dyke system.  
(0 in favour, 7 against, 1 abstention).

### **Application Number: 19/00614/FUL**

**Proposal:** Two storey side extension, single storey rear extension and front bay window.

**Location:** Ailsa Craig, 60 Pilling Lane, Preesall, Poulton-Le-Fylde, Lancashire.

**Resolved:** The council was unanimous in having no objections to the application.

### **Application Number: 19/00784/FUL**

**Proposal:** Demolition of existing dwelling and attached barn and the erection of a new building for B1 (Business) use in 3 units.

**Location:** Fell View Cottage, Hall Gate Lane, Preesall, Poulton-le-Fylde, Lancashire.

**Resolved:** The council raised no objections to the application (8 in favour, 2 against, 1 abstention).

### **Application Number: 19/00800/FUL**

**Proposal:** Extensions and alterations to existing stable building to provide two additional stables.

**Location:** Blueberry Stables, Lancaster Road, Preesall, Poulton Le Fylde, FY6 0HN.

**Resolved:** To object to the application on the grounds that works specified in previous applications had yet to be carried out; no evidence of need as the existing

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stables had not been used for horses, unsuitability of the land – ragwort, insufficient exercise area and grazing, possible contamination, no mitigation to flood risk, blocked ditch system, protected species found adjacent to site, unsuitable access and exit arrangements (0 in favour, 10 against, 1 abstention).

**Application Number: 19/00802/FUL**

**Proposal:** Enlargement of existing front porch.

**Location:** 27 Quail Holme Road, Knott End-On-Sea, Poulton-Le-Fylde, Lancashire FY6 0BT.

**Resolved:** The council was unanimous in having no objections to the application.

**Application Number: 19/00844/COUQ**

**Proposal:** Prior approval application for change of use of existing agricultural building to form one residential dwelling (under class Q of the GPDO)  
Phase 2 of 2.

**Location:** Ashleigh Farm 6 Head Dyke Lane Pilling Poulton-Le-Fylde Lancashire.

**Resolved:** The council raised no objections to the proposal, however, if planners were of a mind to approve the application it suggests that this should be conditional on the provision of a flood risk assessment and a full ecology report.  
(10 in favour, 1 abstention, 0 against)

**Application Number: 19/00850/FUL**

**Proposal:** Removal of existing storage building, erection of steel portal framed building for use of storing horse-riding equipment.

**Location:** Lancaster Farm, Burned House Lane, Preesall, Poulton-Le-Fylde Lancashire.

**Resolved:** The council had no objections to the application.  
(10 in favour, 1 abstention, 0 against)

**Application Number: 19/00861/COUQ**

**Proposal:** Prior approval application for change of use of existing agricultural building to form one residential dwelling (under class Q of the GPDO)  
Phase 1 of 2.

**Location:** Ashleigh Farm 6 Head Dyke Lane Pilling Poulton-Le-Fylde Lancashire.

**Resolved:** The council raised no objections to the proposal, however, if planners were of a mind to approve the application it suggests that this should be conditional on the provision of a flood risk assessment and a full ecology report.  
(10 in favour, 1 abstention, 0 against)

**Application Number: 19/00863/FUL**

**Proposal:** Erection of a single-storey and two-storey rear extension.

**Location:** Townfoot Cottage Back Lane Preesall Poulton-Le-Fylde Lancashire.

**Resolved:** The council was unanimous in having no objections to the application.

**Town and Country Planning (Appeals) (Written Representations) (England) Regulations 2000**

**Location:** Blueberry Stables Lancaster Road Preesall Poulton-Le-Fylde Lancashire

**Proposal:** Outline application for erection of one detached dwelling (for the occupation of one gypsy traveller family) with access, appearance and scale applied for (all other matters reserved) (resubmission of 18/00835/OUT)

**Application Number:** 18/00946/OUT

**Appeal Reference:** APP/U2370/W/19/3234829

**Appeal Start Date:** 02.09.2019

**'I refer to the above details. An appeal has been made to the Secretary of State against the decision made by Wyre Borough Council.**

The appeal will be determined on the basis of **written representations**. The procedure to be followed is set out in Part 2 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009.

We have forwarded all the representations made to us on the application to the Planning Inspectorate and the appellant. These will be considered by the Inspector when determining the appeal.

If you wish to make comments or modify/withdraw any previous representation you can do so online at <https://acp.planninginspectorate.gov.uk> If you do not have access to a computer, you can write (**quoting the appeal reference above**) to: Anton Godfrey The Planning Inspectorate, Room 3M Kite Wing, Temple Quay House, 2 The Square, Bristol, BS1 6PN.'

**Resolved:** The council objects to the application on the same grounds as the previous application. It also wished to raise the issue of contaminated waste on adjacent land and would like to see a new in-depth ecology report as a great crested newt was recently found in the vicinity.

**96(6) Finance**

Councillors resolved:

<b>a) To note</b> receipts in August Current account	252.50
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<b>b) To approve</b> the following payments:	<b>Cheque</b>	
Payroll	00455,00457,00459	2956.16
Clerk's expenses (on behalf of council)	00456	38.90
Lengthsman's expenses (on behalf of council)	00458	114.83
Cheshire SLCC – clerk's training	00460	15.00
Lancashire County Library (PO/NKN/01)	00461	40.50
848 Services (Inv.80355 £9.48) less £1 credit from July.	00462	8.48

Autographix – info board	00463	170.40
PKF Littlejohn (Inv.SB20191496)	00464	360.00
Mrs J Wilson (re 8 Aug plants)	0044	49.96
<b>c) To note payments made outside of meeting:</b>		
Hampshire Trust Bank	00453	35000.00
Cancelled cheque 00452 (wrong payee), replacement cheque 00454	00454	100.00

<b>d) To note the following payments by direct debit</b>		
Easy Web Sites (hosting fee, SSL certificate)		46.80
O2 (mobile phone contract)		14.70
LCC (contributions)		847.10
LCC (deficit)		8.33

<b>e) To note the statement of accounts for month ending 31 August 2019</b>	
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<b>f) To approve the transfer of £60,000 into the Unity Trust bank account to ensure an even spread of the council's funds between the RBS account and the Unity account, thereby keeping them both under the £85,000 FSC limit.</b>	
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## 97(7) Reports from committees and working groups

### i) Civic events committee

The committee met at 9.30am on 2 September.

- a) *Minutes* – councillors **noted** the approved minutes from 5 August.
- b) *Volunteers event* - **resolved** that £150 be added to the civic budget head in the 2020/2021 budget setting
- c) Cllr Orme informed councillors that arrangements for VE Day 75 were progressing well. Cllr Johnson said he would arrange for a member of the public with vintage 30's/40's cars to contact the committee re the possibility of the vehicles being present on the day.

### ii) Personnel committee

The committee met at 6.30pm on 27 August 2019 and 6.30pm on 2 September.

Councillors **noted** that

- a) a review of the lengthsman's job description and conditions of working was under way and that the committee would meet again on Thursday 19 September to finalise details with the lengthsman and conduct the annual salary review. They also noted the decision to purchase an 'Orderly Barrow' from Glasdon to assist with litter collection and recycling.
- b) the clerk's appraisal and performance objectives for the next appraisal period had been completed.

**98(8) Audit for year ended 31 March 2019**

Councillors congratulated the clerk on having obtained a clean audit.

**Resolved:** to approve and accept the annual return and certificate and give approval for the relevant notices to be placed on the notice boards and uploaded on to the website.

**99(9) LALC – 75th annual general meeting 2019**

**Resolved:** for Cllr Orme and Cllr Burn to attend LALC's 75<sup>th</sup> annual general meeting on Saturday 23 November as voting representatives and for councillors to provide them with any issues to be raised (a proposer and seconder is required).

**100(10) Projects for 2020/2021**

Councillors noted the requirement to put forward ideas for consideration in the next round of budgeting at the October 2019 meeting.

**111(11) Tree Charter Day**

Councillors were in agreement with the proposal that the two trees (a red and a yellow Rowan), to mark the long service of Jean Mutch and Rosina Lawson, who retired from the council in May, would be planted in the Jubilee garden on 30 November, the Woodland Trust's Tree Charter Day.

**Resolved:** That the council would become a Charter branch and sign the Tree Charter.

**112(12) Request from Stalmine Parish Council**

**Resolved:** For the clerk to write to Stalmine Parish Council accepting its proposal for a joint working group be established, where councillors would meet once or twice a year to discuss common issues affecting the Over Wyre area.

**113(13) Documents for review**

**i) Freedom of Information policy**

**Resolved:** to readopt the policy as amended to reflect the changes in the Model Publication Scheme.

**ii) Financial regulations**

Councillors were talked through the changes in the new set of financial regulations provided by NALC.

**Resolved:** to accept the changes presented by the clerk subject to the figure at 4.1 bullet point three being amended to read 'for any items between £251 and £500', to remove the requirement for financial checks on bank signatories, double invoicing and to increase the limit at 11h to 'where the value is below £3000 and above £500 the Clerk or RFO shall strive to obtain three estimates'.

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

**114(14) Reports from subject leads and outside body representatives**

Co-op – A sponsored head shave had taken place at the Knott End branch to raise funds for charity. The store would be closing for refurbishment from 18 September to 10 October. Need for a parking bay for deliveries.

Best Kept Village – the organisers will be looking at the consistency of judging for next year.

Halite/Brine watch – Another director has resigned from Halite. The batospheric survey had not been completed, therefore it would be next year before this could be done.

Health (all aspects) – Cllr Tarpey-Black to attend Wednesday meeting at health centre and CCG meeting the week after. Cllr Johnson is continuing to attend as many local groups as possible.

Highways – Footpath on Lancaster Road, where it meets Cartgate, to be cleared and hedge cut back. Gulleys at St.Oswald’s and Pilling Lane cleaned on 28 August, with a new gulley to be installed at junction of Lancaster Road/Pilling Lane. 20mph signs to be installed on Pilling Lane in next 8 weeks. Problems with sink hole and road surface outside Carter’s school – United Utilities to mend the drain and LCC to finish surface.

Housing – A problem with vermin at a house on Parksway is to be reported to Wyre. Lancashire Association of Local Councils (Wyre Area Committee) – Next meeting is in October.

Planning Ambassador – to attend and speak at committee meetings where council has raised objections.

Tourism – A ‘position paper’ would be presented to the next meeting. Visits had been made to businesses throughout the village, with A&G Engineering offering to provide an open night for councillors. Businesses in Knott End raised concerns about the road surface, with grit and tar ruining flooring - it was confirmed this had been passed on to the county councillor, as had the problem with the damaged bollard in Barton Square.

Wyre Flood Forum - Next meeting is on 12 September. Good progress is being made with the works on Sunnyside Terrace.

Wyre In Bloom – Awards ceremony is on 1 November.

Christmas Fair – Being progressed, plans for lantern parade.

Youth – Grime workshop starts on 12 September for five weeks.

### **115(15) Verbal reports from Wyre Councillors**

Nothing further to report.

### **116(16) Clerk’s report**

#### **Lengthsman’s report**

In August, in addition to his daily duties the lengthsman has relocated one bench on the sea wall and installed another near the Lowry statue. He has also fitted a bench near the pumping station towards Fluke Hall. He has continued to cut back grass overgrowth from pavements on Sandy Lane and Park Lane and has strimmed and infilled a sunken public footpath.

#### **Banking**

Hampshire Trust Bank has confirmed that the account is open and that it has received £35,000 into the 12-month bond.

RBS is in receipt of the pre-transfer bank mandate changes and required the new signatories to attend a branch with proof of ID.

Unity Trust Bank has provided confirmation of receipt of the documentation.

### **Road closure**

Road closure documentation for the Christmas Lights switch-on has been completed and approved by LCC and the police. It is now with Wyre Council for approval prior to the event.

### **Data protection**

It is over 12 months since the new data protection regulations came into force. The Information Commissioner's Office has issued further guidance to town and parish councils to help ensure that they are fully compliant. Two areas of concern have been highlighted – the use of personal email addresses for council business and the use of personal electronic devices.

Councillors are asked to make sure they have read and understood the council's policies and guidance on data protection and are ensuring that they are compliant. All councillors have been allocated an official email address and they should use this address only for matters relating to the council.

Personal devices include all personally owned electronic devices. Councillors are asked to consider:

- How secure the devices are (eg is the device password-protected and what is the risk of malware)?
- What if the device is lost or stolen – can you remotely locate it and wipe the data?
- What operating system is the privately owned device running?
- How is data transferred to other devices, and how secure are these systems and/or devices?
- Does another person have access to use the device?

Councils must have 'appropriate technical and organisational measures' in place to prevent the personal data it holds being accidentally or deliberately compromised. This includes physical and organisational security measures and also cybersecurity. If data is shared around multiple devices this introduces more points of failure and vulnerability.

As a data controller, a council has obligations relating to the confidentiality, integrity and availability of all personal data it holds. This means that the council is accountable for any council business conducted involving personal data on any device or through any email account. The council has a right to request access to this data.

The clerk will issue all councillors with a questionnaire for them to complete detailing their personal devices.

### **Dementia awareness**

NALC has signed up to become a [dementia-friendly organisation](#) and is calling on all local (parish and town) councils to follow suit by becoming [Dementia Friends](#). A dementia-friendly community can be defined as a place or culture in which people with dementia and their carers are empowered, supported and included in society, understand their rights and recognise their full potential.

### **Tree Charter**

Details can be found on the Woodland Trust website - <https://treecharter.uk/>



**117(17) Mayor's report**

Nothing to report

**118(18) Questions to councillors**

Cllr Williams mentioned that he was liaising with BT regarding maintenance of the telephone box in Barton Square.

Comments were also passed about how pleasing it was to learn the older children having helped the younger ones at the youth centre.

Cllr Johnson asked if LCC could do a complete check of the gulleys.

**119(19) Items for next agenda**

The next meeting will be held on 14 October 2019 - councillors were asked to raise matters to be included on the agenda and provide updates from working groups by notifying the clerk in writing by Thursday 3 October at the latest. The item should specify the business which it is proposed be transacted, in such a way that the members who receive it can identify the matters which they will be expected to discuss i.e. it needs to specify either what the proposal is and that a decision is required or whether the item is for information only. Suggested items – letter to ambulance service, councillors attending library in pairs.

There being no further business, the Mayor closed the meeting at 10.00pm.