



PREESALL TOWN COUNCIL

7 June 2022

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 13 June 2022 at **7.00pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

Alison May
Clerk to the Council

This meeting may be being recorded by the council, members of the public or the press.

Prior to the start of the meeting the chairman will make an announcement to confirm if anyone present intends to record proceedings.

It is important to note that those intending to record do not have to indicate as such but are required to do this in a way that is not disruptive of the meeting and does not focus on the public gallery.

Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they may be filmed, recorded or reported on. If any member of the public speaking at the meeting does not wish to be recorded, they should let the chair of the meeting know.

"The chair of the meeting has the discretion to terminate or suspend filming or recording, if in their opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the council."

A G E N D A

1 Apologies for absence

2 Declaration of interests and dispensations

To receive from councillors, disclosures of pecuniary and non-pecuniary interest on matters to be considered at the meeting.

3 Minutes of the last meeting

Councillors are asked to approve as a correct record the minutes, as presented, of the meeting held on 9 May 2022.

4 Councillor discussion with invited guests from the Over Wyre Medical Centre

At the May meeting the clerk was asked to approach the medical centre with a view to inviting the practice manager and a doctor to the June meeting to discuss the issues the council is facing from comments it receives from members of the public. It would also like to gain a greater understanding of the changes being proposed at the centre.

5 Public participation

The Mayor will ask councillors **to agree** to adjourn the meeting to allow non-councillors to speak. When dealing with public participation there is no obligation to respond immediately to comments made, other than those that relate to items on the agenda. If a councillor believes that comments received require a decision of the council and the item is not on the agenda, they can ask for this to be put on to the next meeting's agenda. At the conclusion of the public session the Mayor will ask councillors **to agree** to reconvene the meeting.

6 Planning applications

Application Number: 21/01488/FUL

Proposal: Two-storey rear extension and the rebuilding and repositioning of the existing gable wall

Location: Iona Cottage 202 Park Lane Preesall Poulton-Le-Fylde Lancashire

Application Number: 22/00454/FUL

Proposal: Two storey rear extension, two storey and single storey side extension with living accommodation in the roof and front dormers

Location: Mapledene Sandy Lane Preesall Poulton-Le-Fylde Lancashire

Application Number: 22/00472/FUL

Proposal: Erection of two front dormers (re-submission 22/00203/FUL)

Location: 35 Hawkshead Road Knott End-on-sea Poulton-Le-Fylde Lancashire
FY6 0QE

Application Number: 22/00510/FUL

Proposal: Change of use of land and former classroom building to ancillary living accommodation (granny annexe)/domestic curtilage in association with 1 Springbank Cottage, erection of front balcony to 1 and 2 Springbank Cottages and changes to external finishes and window openings (resubmission of 21/01407/FUL)

Location: Spring Bank Cottages Wyre Side Knott End-on-sea Poulton-Le-Fylde Lancashire

7 Reports from committees and working groups

i) Finance committee

Councillors are asked **to note** that the committee will meet at 6.30pm, prior to full council. A brief verbal update will be provided by the chair.

ii) Civic Events committee

- Councillors are asked **to note** that the committee will meet at 5.30pm, prior to full council. A brief verbal update will be provided by the chair.
- Councillors will be provided with the committee's decisions/suggestions on the change in arrangements in respect of the English Civil War enactment.

As this event is now a council event alongside the gala there needs to be named councillors with specific roles in attendance throughout the enactment society's presence if it is to proceed. It is not sufficient to rely on the gala committee and its volunteers. Councillors will be asked **to agree** a course of action.

- Councillors are asked **to note** that Saturday 3 December is the date when the Christmas lights will be switched on.
- Councillors are asked **to note** that the Mayor had suggested Sunday 19 June for Civic Sunday. Unfortunately, the Church is unable to accommodate a service at this time. Discussions are under way for a possible volunteers service on either the 4th or 18th of September.

8 Year end

a) Councillors are asked to note the remaining balances for year-end were:

Cashbook 1 - £82,786.33

Cashbook 2 - £40,745.48

Cashbook 3 - £nil

Cashbook 4 - £57,239.71

Cashbook 5 - £10,010.12

b) 2021/22 Budget Outturn and Annual Governance and Accountability Return

Councillors have been provided with copies of the detailed budget outturn, which has been inspected and recommended for approval by the finance committee. Councillors are asked **to consider** each part of the documentation and take action as indicated below:

The Internal Audit was carried out on the 8th, 14th and 15th of May 2022, a copy of the auditor's report has been (**emailed**). I have annotated the comments with my proposed actions. Councillors are asked **to approve** the planned actions.

i) Section 1 – Annual Governance Statement of the Annual Return for the year ending 31 March 2022 (**emailed**). Councillors are asked to consider statements 1 to 9 and **to confirm** whether they agree to the statements. The statement will then be signed by the chair (Mayor) and the clerk.

ii) Section 2 – Accounting Statements 2021/22 (**emailed**). Section 2 has been prepared and signed by the Responsible Financial Officer (RFO/clerk) as confirmation that the accounts have been prepared on a receipts and payments basis. Once approved by resolution of the full council, the form is signed and dated by the chair (Mayor) to confirm that the accounts have been approved by the council. Councillors are asked **to approve** section 2.

9 Draft Annual Report

Councillors are asked to approve the draft Annual Report (**enclosed**) for publication and distribution.

10 Parish and Town Council Charter 2022 – 2024

A copy of the revised and updated Parish and Town Council Charter, which sets out the relationship between Lancashire County Council and Parish and Town Councils in Lancashire has been **emailed**. The Charter was revised in conjunction with parish and town councils and endorsed at the parish and town council conference in March.

The Charter was recently ratified by LCC Cabinet and a request has been received for it to be discussed and ratified by the council.

Councillors are asked **to determine** how they wish to proceed.

You may also be interested in the BBC article <https://www.bbc.co.uk/news/uk-england-lancashire-61464837>

11 Jubilee benches

At the May meeting the council resolved to purchase a bench to mark the occasion of the Queen's Platinum Jubilee. Councillors were asked to provide the clerk with examples of possible benches for consideration. Details of the submissions can be found on a separate (**emailed**) paper.

Councillors are asked to consider the proposals and **to determine** how they wish to proceed.

12 Adoption of Wyre flower beds

Cllr Shepherd would like to ask councillors to consider the proposal that Preesall Town Council approach Wyre Council with a view to adopting/taking ownership of the three flower beds between the public telephone kiosk and Lune View and the large flower bed at the Battle of Britain memorial. Councillors are asked **to give approval** for the clerk to formally approach Wyre Council.

13 Chatty corner

Cllr Drobny would like to ask councillors to consider supporting a proposal put forward by a member of the community for signage to be put on two of the curved seats near the Lowry statue, marking them as 'Chatty seats'. Loneliness is a problem for many people – of all ages – the aim is to actively encourage people to talk to each other. A smile and a friendly chat can make all the difference to someone who is experiencing loneliness. The proposed wording is "Take a seat if you don't mind having a chat". Councillors are asked **to approve** a letter being sent to Wyre Council asking it to consider the proposal.

14 Councillor training

Cllr Renwick would like to ask councillors to consider his request to undertake the Introduction to Local Council Administration course (ILCA) run by the Society of Local Council Clerks (SLCC) at a cost of £120 + vat.

15 Grant applications

Councillors are asked **to note** that no applications were received by the 25 May deadline.

16 Previous resolutions

The clerk accompanied Cllr Shepherd and Cllr Drobny to look at the feasibility of creating a Platinum Jubilee walk through the woodland on Park Lane prior to a formal approach to lease the land. The initial idea had been for the path to enter the wood at its widest point and then exit into a newly constructed path in the adjacent field. This field is no longer available, therefore, a great number of trees would need to be removed to create an accessible pathway. The conclusion reached was that this work in conjunction with the costs of the tree work to make the area safe would be excessive. The council has currently set aside £5,000 for the work. It is estimated that the remedial tree work alone would be upwards of £25,000 with the associated maintenance costs. Councillors are asked **to approve** the withdrawal of this project.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

17 Reports from subject leads and outside body representatives

No written reports have been received.

18 Verbal reports from Wyre councillors

Wyre councillors will report any items relevant to the area.

19 Clerk's report

Councillors are asked to note the information contained in the clerk's report (**emailed**).

20 Mayor's report

An opportunity for the Mayor to report on events and activities.

21 Questions to councillors

An opportunity for any councillor to ask a question of another councillor.

22 Exclusion of the press and public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960, the council may resolve to exclude the press and public to discuss a legal matter.

23 Items for next agenda

The next meeting will be held on **11 July 2022** - councillors are asked to raise matters to be included on the agenda and provide updates from working groups by notifying the clerk **in writing by Thursday 30 June** 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 what the proposal is and that a decision is required or whether the item is for information only.