



PREESALL TOWN COUNCIL

7 February 2022

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 14 February 2022 at **7.00pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

Alison May

**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 chairman of the meeting know.

"The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his 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 of the meeting held on 10 January 2022.

4 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.

5 Planning applications

Application Number: 21/01407/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 & 2 Springbank Cottages and changes to external finishes.

Location: 1 & 2 Spring Bank Cottages Wyre Side
Knott End-On-Sea Poulton-Le-Fylde Lancashire

Application Number: 21/01488/FUL

Proposal: Two-storey rear extension, two front pitched roof dormers, plus demolition and rebuilding of the gable end to allow the formation of a driveway

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

Application Number: 22/00013/FUL

Proposal: Proposed balcony to second floor

Location: 29 The Waterfront Bourne May Road Knott End-On-Sea Lancashire FY6 0FL

Application Number: 22/00024/FUL

Proposal: Erection of a single self-build dwelling (following demolition of the existing buildings) (resubmission of application 21/00151/FUL)

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

Application Number: 22/00073/FUL

Proposal: Single-storey side and rear extensions and conversion of detached garage to garden room (resubmission of 21/01243/FUL)

Location: Avalon Promenade Knott End-On-Sea Poulton-Le-Fylde Lancashire

6 Reports from committees and working groups

i) Finance committee

Chairman's report

The chairman will provide councillors with a verbal update from the meeting on 14 February 22.

ii) Civic events committee

a) The committee met on Monday 24 January.

Councillors present at the committee meeting are asked to approve as a correct record the **(emailed)** minutes.

b) The committee would like to recommend the following decisions to full council for approval:

Mayor-making – the event to go ahead at 7.30pm. It is to be preceded at 6.00pm by a normal meeting of full council until 7.15pm. This will be followed by a 15-minute break until 7.30pm. The event to be held at the Youth and Community Centre. Invited guests to be Mayors (Wyre and Garstang) and council chairs from other Over Wyre parishes and the new Mayor's guests. Councillors to pay into a kitty for refreshments.

Civic Sunday – the event to go ahead. To be aligned with church service if possible. Wreath-laying at the cenotaph.

Remembrance Sunday – to be moved back to an afternoon event with Pilling Band, a full road closure and a procession. Conversation to be had with the church to see if an afternoon church service could be held before wreath-laying.

7 Mayor for the civic year 2022/23

Councillors are asked **to consider** nominations for the office of Mayor for the civic year 2022/23.

8 Arrangements for Civic Sunday 2022

Prior to Covid Civic Sunday was held as part of the volunteers' service at St Oswald's church. It is not known whether the church is planning to hold a similar service this year, enquiries are being made.

Councillors are asked **to confirm** whether the arrangements (including the laying of a wreath) should be the same as the 2019 event and **to determine** a preferred date.

9 Arrangements for Annual Town Meeting 2022

The annual town meeting must be held between 1 March and 1 June each year and is usually held within the term of office of the current Mayor, who convenes the meeting. Councillors are asked **to determine** whether they wish to arrange a separate date or to hold it before the monthly April meeting. Councillors are asked to note that this is not a town council meeting and should not be set up as such.

10 Best Kept Village Competition

The paperwork for entry into this year's competition has now been received. Cllr Orme would like to ask the council **to support and pay** for entry into this year's competition - the fee is £25 per entry - and **to agree** to him taking forward proposals for outstanding features of the village.

11 Orange button scheme

At the January meeting Cllr Nicholls spoke to councillors regarding suicide awareness training and the Orange button scheme. Lancashire County Council subsequently offered to print out the 'signposting leaflet' which highlights mental health support organisations across Lancashire and South Cumbria. The clerk has asked for 300 copies of this leaflet for distribution within the parish and has discussed the possibility of group training and the printing of the orange button leaflet with the Partnerships Development Team at LCC. They have agreed to print out the Orange button leaflets and have asked how many councillors would be interested in undertaking the suicide awareness training as they may be able to organise a council-specific course. Councillors are asked **to indicate** whether they would be interested in attending a group training session if this could be arranged.

12 CCTV

Correspondence has been received from Wyre Council that work arranging for the installation of the CCTV camera in Knott End can now proceed. A number of forms have to be completed and a survey of those residents impacted by the positioning of the camera has to be conducted. Full details can be found in the clerk's **emailed** documents. Based on this document councillors are asked to consider the questions posed and to determine:

- a) Bullet point 1 – Whether the council wishes to apply for planning permission to place the camera on the lamppost.
- b) Bullet point 2 – whether the council is happy with the questionnaire created by the clerk and to give approval for it to be placed on the council's website. A link to the questionnaire can be found in the clerk's **emailed** documents.
- c) Bullet point 6 – to give permission for LCC forms to be completed to apply for the correct MPAN number and for the clerk's contact details to be provided as the contact for the application.
- d) Bullet point 8 – to give approval for the clerk to provide LCC with a purchase order for:
 - Costs related to the inspection & testing of the lighting column = £15 + VAT.
 - Charges to drill the column and provide an external electricity supply via a waterproof socket = £331.50 + VAT.
 - Licence Type 1 (where power is hard wired), this will need to be renewed by PTC every 30 months = £65 + VAT.
- e) Bullet point 9 – to approve the direct charging from a nominated electricity supplier for the estimated £10 per month cost.

f) Bullet point 10 – to determine which WCCTV service bundle the council wishes to purchase. A copy of the options document has been **emailed**. The clerk has sent an enquiry regarding a reduction in the bundle costs given that it has not been possible to have the camera installed because of Covid restrictions.

Should the lamppost option prove unsuitable councillors are asked to give approval for contact to be made with premises in Barton Square re attaching the camera to a property frontage.

13 Legacy working group

Cllr Tarpey-Black wishes to inform councillors that she is no longer able to give the time to being a member of the legacy working group. Councillors are asked **to consider** appointing an additional member.

14 Benches

A quotation has been received from British Recycled Plastics for the purchase of five benches at a cost of £1,782.15 excluding VAT. This exceeds the £1,600 allocated in the budget for the purchase of benches. The clerk has already received a request from a member of the public for the purchase of one bench at a cost of £356.43, therefore this would bring the cost to the council below the budget limit. Councillors are asked **to approve** the purchase of the five benches.

15 Episodes in History

Cllr Johnson would like to ask councillors to consider his request to use the funds from the tourism budget to promote a living history display in conjunction with the 2022 Preesall/Knott End Gala. Funds not to exceed £3,000. Councillors are asked **to approve** the proposal.

16 Councillor safety

Cllr Nicholls would like to ask councillors to consider whether the time has come for councillors to no longer make their residential address public. Councillors are **asked to determine** whether this should be made council policy.

In addition the Local Government Association is holding a series of webinars to help support councillors' personal safety. Details of what is on offer can be found in the clerk's **emailed** documents.

17 Parish and Town Council Conference: 'Highways Special'

Saturday 19 March in The Exchange, County Hall, Fishergate, Preston. 09:30 to 14:30 including lunch

The option to attend the event in person or virtually via MS Teams is being offered. The council is being offered a maximum of two in person places, there are no limitations on attending virtually. Online participants will be able to watch all the presentations via Microsoft Teams and submit questions via the 'chat' function.

There will be presentations on a range of highways-related matters with presenters including Andy Pratt MBE, Deputy Police and Crime Commissioner and County Councillor Charles Edwards, Cabinet Member for Highways and Transport. There will also be senior Lancashire County Council highways officers attending the conference who will hold discussions about concerns e.g. road safety, flooding and pot holes. The conference will provide an opportunity

to raise any specific local highways issues and view and discuss the final draft of the Parish and Town Council Charter document 'Working Better Together', which is nearing completion.

Cllr Pattrick has already indicated that she would like to attend in her capacity as the council's highways lead. Councillors are asked **to agree** whether any other councillors should attend.

18 Code of Conduct

As you may be aware, the LGA has recently produced a new model code of conduct following a report from the Committee on Standards in Public Life (CSPL) on its review of local government ethical standards on 30 January 2019. The CSPL found that there was considerable variation in the length, quality and clarity of codes of conduct across local authorities. The committee recommended "that the Local Government Association (LGA) should create an updated code of conduct in consultation with representative bodies of councillors and officers of all tiers of local government".

Wyre Council has recently adopted the new LGA code with a few minor amendments. A copy of the code is attached together with a copy of the report that went to full council on 27 January 2022. A link to the LGA supporting guidance can be found at Appendix D of the code which is aimed to help understanding and consistency of approach towards the LGA's Model Councillor Code of Conduct. It is recommended that you read this in conjunction with the code.

Training slides produced by Paul Hoey, who was one of the experts working closely with the LGA on the new code, have been **emailed**. Also attached are some scenarios and suggested answers from the LGA which the new monitoring officer, Mary Grimshaw, hopes you will find useful.

The LGA recommends that the same code should apply across one geographical area with parishes adopting the district code.

The monitoring officer on behalf of Wyre Council asks that the town council adopts the code (**emailed**). Councillors are asked **to determine** how they wish to proceed.

19 Electric Vehicle Car Hubs

Parish/town councils, community associations and community groups are being asked to complete an online survey to register their interest in creating an electric car club in their own community. This is a recording of the first webinar: [Rural EV car club webinar - YouTube](#)

The survey aims to identify the need for rural electric car clubs that could help communities tackle the decline in public transport and reduce their carbon footprints.

As part of its effort to alleviate the climate crisis, the UK government announced in 2020 that sales of new petrol and diesel cars would be banned by 2030, and electric cars will play a crucial part of this plan to reach net zero carbon emissions by 2050. However rural villages and towns may be left behind in the transition to electric transport because of the costly charging infrastructure it requires. It is hoped that the research will support a baseline of evidence to access funding to develop more local car clubs, reducing rural isolation and ensuring the electric car transition is open to everyone.

The online survey should take less than five minute to complete and can be found at:
<https://forms.gle/5gQ7snN254BaudvJ9>

20 Wyre planning public consultation

Wyre Council is to commence a full review of the Wyre Local Plan (2011-2031). The council is now consulting on the scope of the full review and undertaking a call for sites exercise for six weeks from 27 January to 5pm on 10 March 2022. Councillors have been provided with a copy of the review documentation (**emailed**) and are asked **to consider** whether the council wishes to provide a response.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

21 Reports from subject leads and outside body representatives

No written reports have been received.

A verbal update will be provided by Cllr Lewin on her discussions with Homestart and the setting up of a parents group as mentioned at previous meetings.

22 Verbal reports from Wyre councillors

Wyre councillors will report any items relevant to the area.

23 Clerk's report

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

24 Mayor's report

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

25 Questions to councillors

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

26 Items for next agenda

The next meeting will be held on 14 March 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 3 March** 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.