



PREESALL TOWN COUNCIL

9 November 2022

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 14 November 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 chair 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 Appointment of new councillor

Aileen Rollason received a majority vote of those present and voting at the council's meeting to fill its casual vacancy on 2 November 22.

She will need to sign a declaration of acceptance of office before being confirmed as a co-opted councillor of Preesall Town Council. She will also be invited to sign the declaration and agree to abide by the Code of Conduct. After making her affirmation she will be issued with documentation relevant to her role as a councillor.

3 Declaration of interests and dispensations

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

4 Minutes of the last meetings

Councillors are asked to approve as a correct record the minutes, as presented, of the meetings held on 10 October and 2 November 2022.

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: 22/00920/FUL

Proposal: New build ancillary accommodation

Location: The Retreat Back Lane Preesall Poulton-Le-Fylde Lancashire

Application number: 22/00938/FUL

Proposal: Proposed conversion of buildings to create dwelling with associated amenity space. Erection of balcony and alterations to the vehicular access with formation of parking area. Proposal includes part demolition of building to the rear.

Location: Bethel United Reformed Church Lancaster Road Knott End-on-Sea Poulton-Le-Fylde Lancashire

Application number: 22/01086/COUQ

Proposal: Prior approval for proposed change of use of agricultural building to 1 dwelling house (C3) with building operations under Class Q of the GDPO

Location: Thornton House Farm 227 Pilling Lane Preesall Poulton-Le-Fylde Lancashire

Application number: 22/01108/FUL

Proposal: Erection of a single self-build dwelling (following demolition of the existing buildings) (resubmission of application 22/00024/FUL) (variation of condition 3 to allow existing bungalow and associated buildings be retained and occupied during build then demolished prior to occupation of replacement dwelling)

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

7 Reports from committees and working groups

i) Finance committee

Councillors are asked **to note** that the finance committee will meet prior to the meeting to approve this month's expenditure, review the first draft of the budget for 2023/24 and review quarter 2 budget expenditure.

A copy of the quarter 2 expenditure against budget has been **emailed** for information.

ii) Civic Events committee

The next meeting of the committee will take place on 16 November at 7.00pm.

iii) Personnel committee

Councillors are asked **to note** that the personnel committee met on 26 October and the chair will provide a brief update of the confidential items discussed at agenda item 24.

8 Blue plaques

At the July meeting councillors asked that further information to be brought back to council on the purchase and installation of blue plaques to be sited at various landmarks within the community to mark the history of Preesall and Knott End-on-Sea. Cllr Shepherd, having taken over this task from Cllr Drobny, would like to ask councillors to consider the proofs and costings (**emailed**) and approve the purchase of the plaques; she will also bring a template to the meeting. The council is asked **to determine** how it would like to proceed.

9 Remembrance bench

Councillors have been provided with an image of the proposed bench for the war memorial remembrance area (**emailed**). The bench is of the same manufacturing structure as the previous 'Lest We Forget' benches. Councillors are asked **to approve** the purchase of the bench at a cost of £1,395+VAT for a 1500mm length.

The price for a stainless-steel dedication plaque 120x80mm accommodating up to 45 words of engraving is £67 +VAT. A bolt-down kit to secure to a hard standing is £15 +VAT. Delivery for 1no seat is £105+VAT.

Lead time from point of order to delivery is currently around 16 weeks due to demand and the slow supply of materials.

10 Replacement ferry shelter and Barton Square bus shelter

Cllr Shepherd would like to ask councillors to consider the **emailed** document showing a proposed replacement shelter from David Ogilvie Engineering. It is from the same manufacturer as agenda item 9. The proposal is that the purchase of the shelters be put as a potential legacy project. Given that this is a bespoke shelter that matches the design of the existing shelters on the Esplanade the council is asked **to agree** to receiving only one quotation. Councillors are asked **to determine** how they wish to proceed.

11 Snow machine

Cllr Johnson would like to ask the council to consider the purchase of two or three snow machines that would be used to enhance the tree lighting event held each year. The machines (and their liquid) could also be used for other events. A suggested cost would be £200.00. Councillors are asked **to determine** how they wish to proceed.

12 Request for sight of any planning application in respect of sand and gravel extraction

Cllr Shepherd would like to ask councillors to consider giving approval for a letter to be sent LCC. This would be to request that the town council be copied into and given the right to comment on any application in respect of sand and gravel extraction within the parish of Preesall. Councillors are asked to determine how they wish to proceed.

13 Projects for 2023/2024

The first draft of the budget for next year has been **emailed**, along with a budget report and supporting documents from Alpha. The chair of the finance committee will provide an update from the earlier finance committee meeting.

The council should be aware that there are still a number of unknowns and variables. The budget can be further discussed at the December meeting if necessary. Councillors are asked **to discuss and approve** the proposed budget to date.

14 Moving traffic consultation

The county council is conducting a public engagement exercise that will run until 27 November on its intention to apply for new powers to enforce moving traffic contraventions. This can be found at [Enforcing moving traffic offences consultation - Lancashire County Council](#). Councillors are asked **to consider** whether they wish to provide individual responses or a joint response from the council

15 Councillor vacancy

Councillors are asked **to approve** the advertisement of any co-option vacancy on 16 November with a closing date for applications of 30 November and with interviews to be held on 5 December.

16 Request for sponsorship

The council has received a request from a Brownie Guide leader for help with funding towards her attendance at the 25th World Scout Jamboree, to be held in South Korea for two weeks, next year. Details of the event and request have been **emailed**. Councillors are asked **to consider** the request and decide whether funding will be allocated.

17 Public behaviour issues

Councillors have been made aware of a number of instances of anti-social behaviour which sometimes necessitate a police presence and which impact the quality of life of other residents. Cllr Lewin would like to ask councillors to consider writing to the appropriate bodies to ensure everything possible is being done to resolve the problems. Councillors are asked **to approve** the sending of a letter/letters.

18 Documents for review

Volunteers' policy

The policy document and form have been reviewed. No changes are recommended. Councillors are asked to **approve and readopt** the **emailed** documents.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

19 Reports from subject leads and outside body representatives

No written reports have been received.

20 Verbal reports from Wyre councillors

Wyre councillors will report any items relevant to the area.

21 Clerk's report

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

22 Mayor's report

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

23 Questions to councillors

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

24 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 staffing matter and a commercial in confidence matter.

25 Items for next agenda

The next meeting will be held on **12 December 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 1 December** 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.