



PREESALL TOWN COUNCIL

Minutes of the Ordinary meeting of the Town

Council held on Monday 13th July 2026 at 7pm at Preesall and Knott End Youth and Community Centre

Present: A Shewan (Deputy Mayor), P Orme, C Rimmer, K Tunstall, Kath Shepherd and T Johnson, Cllr R Drobny, Cllr J Cawley, Cllr R Kelly

In attendance: D Smith - Clerk

57.1(2026 27) Apologies

Cllrs S Dobbie (Mayor), A Hayes

58.2(2026 27) Declarations of interests and dispensations

Nil

59.3(2026 27) Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes, as presented, the Full Council Meeting held on 8th June 2026. The Deputy Chair signed the minutes.

Cllrs R Drobny, Cllr J Cawley, Cllr R Kelly abstained as they were not present at the June meeting.

60.4(2026 27) Matters arising from the minutes of 8th June 2026

No matters arising from the minutes of the full council meeting held on the 8th of June.

61.5(2026 27) Public participation

Two members were present at the meeting.

Resolved to adjourn the meeting to allow non-council members to speak.

A representative from the gala, spoke and thanked the council for their support and contribution over the recent event, and informed the council that the gala committee had spent 3-days picking up litter and clearing the playing field. The representative is also taking over the lead role in the community group 'The Bloomers' and asked the council if a meeting could be set up in September with the clerk and the plantsman to discuss the plantsman's work for the Bloomers under his allocated five hours per week, this was agreed by the clerk and a meeting would be arranged with the clerk, assistant clerk, plantsman, and Cllr Tunstall in September.

Another member of the public spoke of the danger of the A588 'Burned House Lane', with frequent car accidents, stating cars have come off the road and have rolled onto their property/land, where they keep their horses, and their children play. The member informed the council that they had been in contact with highways on reducing the speed limit from 60mph, with their request being refused. The member asked the council to support the reduction of the speed limit on this dangerous stretch of road. The council agreed that the clerk would write to highways, with Cllr Salter, and MP Cat Smith copied into the email, asking for a reduction of the speed limit, slow road markings, signage to warn drivers, and to ask for a protective barrier on the corner of Burned House Lane.

The council discussed and agreed to amending the public participation section of the Standing Orders to allow members to resolve that the clerk is able write to relevant authorities about residents' concerns, so matters can be addressed promptly without waiting for the matter to be placed on next month's agenda. Cllr Drobny will write to the clerk requesting that the proposed amendment be included on September's agenda on behalf of the Council. The clerk will review the Standing Orders and prepare the amendment as an agenda item for the September meeting.

Resolved at the conclusion of the public session to reconvene the meeting.

62.6(2026 27) Planning Applications

No applications were received

Cllr Orme raised concerns over a previous application – 23/00927/FUL from 2023, stating that the application was still open. The clerk will write to planning at Wyre asking for an update on this application.

63.7(2026 27) Finance

Cllr Orme, the chair of the finance committee, reported to the council on July's finances.

- a) The council **noted** that the finance committee **resolved** to **note** July's receipts and direct debits and **resolved** all July's payments below:

Receipts

Receipt Name	Details	Date of receipt	Bank (Unity Virgin, Hampshire)	Amount
Cllr Phil Orme	Cheque for Mayors Charity	9 June	Unity	£132.00

Direct Debits

Payment Name	Details	Cash Book BAC's/card Ref	Bank (Unity Virgin, Hampshire)	Amount
Easy Websites	Monthly hosting fee	01 July	Virgin	£66.00
LCC	(Pension contributions)	17 July	Virgin	£1,231.96
Unity Bank	Monthly Service Charge	31 July	Unity	£7.00
3 Mobile	Phone Contract	31 July	Unity	£7.80

Payments

Payment Name	Details	Cash Book BAC's/card Ref	Bank (Unity Virgin, Hampshire)	Amount
Payroll	June 26 payroll paid in July 26	BACS59,60,61	Unity	£3,768.59
HMRC	Tax on salaries	BACS 62	Unity	£1,160.45
Paul Dooler	Lengths Man's Milage for June 26	BACS 63	Unity	£49.50
Paul Dooler	Lengths Man Expenses - Petrol	BACS 64	Unity	£8.11
Paul Dooler	Reimbursement - Paint	BACS 65	Unity	£60.99
* Nick White	(Plants Man)	BACS 66	Unity	£900.00

* £400 of this payment is being covered by the Legacy Trust Fund

Phil Orme	Reimbursement – 2x display boards	BACS 67	Unity	£65.96
Wyre Builders Supplies	2 x thermal grip gloves	BACS 68	Unity	£10.00
BT Joinery	Dig out and instal ducting from box to road	BACS 69	Unity	£560.00
NPOWER	Electric for the CCTV 1 st June – 30 June 26	BACS 70	Unity	£9.22
848	Microsoft Licence	BACS 71	Unity	£13.82

- b) The council **noted** the finance committee has **resolved** the bank reconciliation to 31st May 2026. The total amount held within all the council's banks accounts on 31 May is: £230,523.46, and the bank reconciliation to 30th June 2026. The total amount held within all the council's banks accounts on 30 June is: £219,669.57.

c) The council **noted** the bank statement balances below:

Bank Name	Date of Closing Balance	Amount of Closing Balance
Unity	30 th June 2026	£111,822.80
Virgin	31st May 2026	£56,991.25
Virgin	30th June 2026	£56,499.71
Hampshire	30th June 2026	£51,347.06

- d) Cllr Orme informed the council's fidelity cover has now been increased to £500.000, from £250.000, due to the increased amount of money the council holds within its banks. This is at no additional cost to the council. The insurance documents have been updated and are held by the clerk on file. The council's Risk Management Plan has been updated and is on website
- e) Cllr Orme informed the council the committee had reviewed the expenditure for April, May and June 2026, and all expenditure is in line with the 1st QRT forecasted budget, some cost codes have not been spent due to projects not started/completed and some of the events are seasonal where expenditure would occur in the 3rd QRT. At the time of the budget VAT, Legacy, Mayors Charity, and Grants were not factored within receipts and these have now been added, it will not affect the budget, but it will show an increase in predicted receipts in 2026/27.
- f) Cllr Orme informed the council that the committee had discussed possibly moving money around its current bank accounts when the legacy money is received, but this will be addressed at the time of the receipt of money.

64.8(2026 27) Bus Shelter Outside Preesall Park

The Council **resolved** to have the current bus stop outside Preesall Park relocated to Park Lane. The clerk will contact LCC for approval to relocate the bus stop.

65.9(2026 27) Community Champion Awards

Cllr Shewan led discussions with members over introducing a Community Champion Award scheme. To congratulate individuals with an award/certificate. To possibly run alongside the Star Awards. Cllr Rimmer noted that the Star Awards would need to be campaigned more within the community, for nominations to be received. Cllr Drobny noted that the Star Award is more based around what someone has done to benefit the whole community, and the Community Champion Award after discussions seems to be based on what an individual has personally achieved within the community. Cllr Johnson suggested that this idea is put forward by the Civic Committee to investigate further.

66.10(2026 27) Car Boot Sale Event

Cllr Kelly led discussions with members over a monthly car boot sale/craft fair held on a Sunday at the car park at Knott End, charging a fee for people to sell their goods, and any profits would then be used for community projects. The town council would have to contact Wyre Council, if this would be possible. Cllr Orme discussed the pros and cons of the idea with members; it was agreed that this item would be put forward to the Civic Committee to investigate further.

67.11(2026 27) Self Watering Planters for the Welcome Signage to Preesall and Knott End

The council **resolved** to purchase 2 x Orbea Compact Planters totaling £353.21, to be placed under the welcome signage to Preesall and Knott End, and to be securely installed to avoid theft.

68.12(2026 27) Finance Committee's Terms of Reference

The council **resolved** to **accept** the finance committee's Terms of Reference.

69.13(2026 27) Personnel Committee's Terms of Reference, and Updates from the Meeting

Cllr Rimmer, the chair of the personnel committee, led discussions with members.

Cllr Rimmer informed members the personnel committee met on the 25th of June, and elected Cllr Rimmer as its Chair, and Cllr Orme as its Deputy Chair.

- i) The personnel committee reviewed and accepted their T.O.R.
The council **resolved** to **accept** the personnel committee's T.O.R.
- ii) The committee reviewed and approved the following policies and procedures below:
 - a) Grievance Policy – section 2. Addition to clarify who is each employee's line manager.
 - b) Whistle Blowing Policy - NALCS current version
 - c) Training and Development Policy - New policy
 - d) RIDDOR Health and Safety Guidance - Updated guide from HSE
 - e) Violence at work Policy - New Policy
 - f) Lone Worker Policy - Updated SLCC version
 - g) Clerks Risk Assessment and lone worker policy - Updated to reflect current circumstances
 - h) Lengths/Plants Man Lone worker Risk Assessment - New Risk Assessment
 - i) Lengths Mans Risk Assessment for Tasks - Updated to reflect current work
 - j) Accident/Incident Report Form - New form created
 - k) Equality and Diversity Policy – New Policy

The council **resolved** to **accept** the policies and procedures a-k.

- i) Cllr Rimmer informed members that the committee have appointed Alan Whalley to be the assistant to the clerk for 10 hours per week. Alan has been provided with a specific job description, and an updated contract. Within his new role he will require office supplies, which will be purchased under the clerk's delegations. Alan will require a new laptop, and email address.

The council **resolved** to purchase Alan a new Lenovo laptop from Viking Direct costing £694.80 (this includes VAT).

- ii) Cllr Rimmer informed members the lengths man's contract has been updated to reflect that he will now be paid on within the NALC Spine Points, that his appraisal will be in the Autumn of each year, and that he has a mileage policy.

The council **resolved** to **accept** the new lengths man's mileage policy.

- iii) Cllr Rimmer informed members the committee has resolved to renew the plants man's contract for another year. The clerk will meet with the plants man to sign the new contract, to obtain a copy of his annual insurance, and to give him his new worksheets to work from.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

70.14(2026 27) Reports from subject leads and outside body representatives

Cllr Rimmer thanked the council on behalf of the gala committee for their support at the event.

71.15(2026 27) Verbal reports from Wyre Councillors

Cllr Rimmer reported that there are possible reports of another allotment that is going to be recommended that it is contaminated land in Fleetwood, there is a report connected to the contaminated land investigation which may be linked to kidney cancer, and the investigation is still ongoing.

72.16(2026 27) Clerk's report

Ferry Timetable

The July ferry timetable poster has been created and has been placed inside the council's noticeboards for residents.

Micks Garage

I have met with the contractor on the 18th of June, along with the lengths man and Cllr Hayes. I have emailed a detailed report earlier in the month of its current progress. I spoke to him on the 2nd of July and he has dug out the front ready to cement and completed the plastering inside. He will complete all works when the electric has been connected, due to costings and other projects he currently has. He estimates it will take approximately two weeks to complete. I have posted the request for the electricity to be supplied

following Northwest Electric instructions, and payment has been made. Northwest Electric will visit the site on the 17th of July to inspect the works, and shortly afterwards within a few weeks the electric will be connected.

Planting

The planting has now been completed around the village. The telephone box will be looked at when the bank card has landed from Unity so supplies can be bought for the work to commence. As there has been such a delay with the card, Paul has purchased the specialised paint, so he can paint it while the card is on its way and will take down the planters that Nick incorrectly installed.

Unity Bank Card

This is still on-going at present.

Asset Register

The asset register has been updated to reflect all purchases over the past two months and is now up to date.

Grant Application

The grant application has been paid to Preesall Fleetwood charity school, with a letter asking them to advertise the grant received from Preesall Town Council where applicable.

Electricity Installed at Kelly's Corner, and the Cenotaph

The license has been applied for and will be paid upon completion of the installation of the electricity. This is due to take place on August 3rd.

Redaction of Members Home Address from the Website, and Interest Forms

The Ministry of Housing, Communities and Local Government (MHCLG) has confirmed that, from 29 June 2026, local authorities must no longer publish the home addresses of elected or co-opted members in their public Registers of Interests, for safety reasons. I have now removed all addresses from the website, and redacted where applicable the addresses from the interest forms.

Blue Plaques

Alan has spoken to people within the town and has agreements in place to have them installed. It has been agreed to have them installed old NatWest bank, the poppy man one at Knott End CO-OP, the old police station in Preesall and the old Emmanuel Church in Knott End. Alan has researched the Lowry plaque and found 25 The Esplanade in Knott End was the most popular guest house he stayed at. He has spoken to owners, and they are happy for a plaque to be put up. Alan has been told that the owner of the old Bethel Church (the hub) does not want a plaque putting up, so this will now be put on hold.

Discussions over the clerk's report at the meeting

Cllr Orme asked why the old Bethel Church does not want a blue plaque. It was agreed that the plaque could go on the finger post which is situated between the church and a house. Cllr Orme asked if there were any updates over the finger posts with the library and the ferry slip projects; it was agreed that Cllr Orme would speak to Alan at the next Civic Committee meeting. Cllr Orme asked for an update over the ownership of the planters at Barton Square, Cllr Rimmer said she would forward the email from Wyre to the assistant clerk, to follow up.

73.17(2026 27) Mayor's report

No report given due to Mayor's current absence. The Deputy Mayor reported that he had visited the Mayor at home while she is recovering and asked if the council would like to buy the Mayor some flowers, to show support, the council agreed and the Deputy Mayor would make the arrangements.

74.18(2026 27) Questions to councillors

Cllr Johnson asked members if they had noticed the condition of the phone box at Barton Square, the clerk informed the council that she had received an update from Cllr Hayes via email from the BT estates team explaining they have requested an engineer to attend to clean the kiosk inside and out as well as assess the damage to the door and glass and make the necessary repairs, and they have also asked if it can be added to the painting schedule. Cllr Shepherd asked if there was any feedback after the legacy meeting on any information councillors were investigating. The clerk explained all updates have been emailed as they occur. Cllr Johnson explained that he had contacted the representative at the Parrox trust over the land sale, and when he is legally allowed to release any information of the buyer, he will inform Cllr Johnson, so the council may approach the new owner of the land. Cllr Drobny asked if the payment from the legacy has been

received, the clerk informed the council that it has not been received yet, and it is on-going. Cllr Orme informed members that the cenotaph plaque is now ready for collection and asked if the contractor Tony Horrocks could lay the plaque, the council agreed. Cllr Orme asked if he could speak to the CCTV monitoring unit at Wyre over his concerns when the reorganisation of the councils occurs if they will continue to be monitored before the town council purchases another CCTV. Cllr Orme spoke about the BT Exchange on Lancaster Road, that the state of the hedge at present is overgrown. The assistant clerk will write to BT over the matter. Cllr Orme spoke over fly posting within the town, and asked that the lengths man takes down the posters a day after the advertised event has finished especially over community events.

75.19(2026 27) Items for next agenda

Councillors are asked to raise matters to be included on the agenda either at the meeting or by notifying the clerk at least 10 days prior to the next meeting in writing by (Friday 28th August 2026) at the latest. With a summary of the reason for raising the matter, this is to include updates from working groups.

76.20(2026 27) Date and time of next meeting

The next meeting of the Full Council is to be held **at 7pm on 14th September 2026.**

The Deputy Mayor closed the meeting at 8.55pm