



PREESALL TOWN COUNCIL

9th September 2026

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on **Monday 14th September 2026 at 7pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

Debbie Smith
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 to 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."

AGENDA

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

The council are asked to **approve** as a correct record the minutes, as presented on the 13th July 2026

4 Matters arising from the minutes of 13th July 2026.

Councillors are asked if there are matters arising from the minutes on the 13th July and to **resolve** any actions if required.

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: 26/00463/FUL – Deadline 28th September

Proposal: Change of use of ground floor from a vacant C3 Residential to a 1-bedroom apartment

Location: 9 Esplanade Knott End-on-sea Lancashire FY6 0AD

7 Finance

The chair of the finance committee will now report to the council on September's finances. Councillors are to **note** the chair of the finance committee will put forward to the council section 7a – 7e.

- a) The council is asked to **note** August Finances.
- b) The council is asked to **note** that the finance committee has resolved to note August and September's receipts and direct debits and resolved all September's payments.
- c) The council is asked to **note** the finance committee has resolved the bank reconciliation to 31st July
The total amount held within all the council's banks accounts is: £205,384.00
Council are to **note**, the clerk has not received the August postal Virgin Bank statement, no bank reconciliation 31st August 2026 cannot be provided at the time of the published agenda. If the statement is received before the meeting; a bank reconciliation will be provided.
- d) The council is asked to **note** the bank statement balances below:

Bank Name	Date of Closing Balance	Amount of Closing Balance
Unity	31 st July 2026	£98,835.19
Virgin	31 st July 2026	£55,201.75
Hampshire	31 st July 2026	£51,347.06
Unity	31 st August 2026	£87,698.39
Virgin	31 st August 2026	NOT RECEIVED
Hampshire	31 st August 2026	£51,382.09

(Any later balances will be provided as they are received)

- e) The chair of the finance committee will provide the full council information about any other business held at the finance committee meeting.

8 Civic Committee's Terms of Reference and Other Committee Items

The council are asked to **note** the Civic committee met on the 27th of July, and elected Cllr Shewan as its Chair.

- I. The Civic committee reviewed and accepted their T.O.R. The council is asked to **resolve** to **accept** the Civic committee's T.O.R (emailed).
- II. At the meeting the committee agreed that it will require one more member. Council members are asked if they wish to join the committee.
- III. The Civic Committee have asked if any members would put their name forward to assist with Marshalling the road closure at the Christmas switch on, in the event there is any shortfall of volunteers. The clerk will relay any names put forward.

9 Councillor Surgeries

Councillors are asked if they are available for the following surgeries:

Youth Centre from 10am-12noon on the 10th of October and the 7th of November

Knott End Library from 10am-11am on the 24th of October and the 31st of November

10 Projects for the Financial 2027/28 Year to be Included within the Budget

Councillors are asked to **discuss** and **resolve** what projects they wish to be put forward to be included in the 2027/28 budget. All projects must be researched and have costings provided to be given to the clerk. Please note if costings are not provided, they cannot be placed within the budget.

11 Local Government Reorganisation

Cllr Johnson will lead discussions over the local government reorganization. Cllr Johnson has produced a document to discuss key points (emailed).

12 Policies

The council is asked to **resolve** the updated policies below.

- I. Risk Management Register
The clerk has updated the fidelity cover from 250k to 500k to reflect the council's insurance cover and added the new debit card within the document (emailed amendments highlighted in yellow).
- II. Grant Policy and Application
No amendments made apart from adding the clerk's email address and updating the website link (emailed).
- III. Grant Policy Guide
No amendments made (emailed).
- IV. Complaints Policy and Procedure
The document has been updated to give a clear guide to the procedure of complaints (emailed)
- V. Freedom of Information Policy and Model Publication Scheme
The document has been updated to give a clear guide to the Freedom of Information policy, and the model publication scheme has been added to the document. Contact details have been updated (emailed).
- VI. Community Engagement Strategy
The document has had a few additions highlighted in yellow (emailed).

13 Trees and Hedge behind Knott end Library

The assistant clerk has met with a local tree surgeon, to discuss tidying up the trees (oak, beech, silver birch, willow), and the hedge. The council are asked to **resolve** the work to commence under the contractor Special Branch (quote will be brought to the meeting).

14 Standing Orders

The council are asked to **resolve** to have the Standing Orders amended for members to resolve to have letters sent on behalf of residents during the public section of meetings. The clerk suggests the paragraph below be placed within section 3 'meetings generally'

"Within the public discussion agenda item with members of the public, should a letter be required to be sent or for further information sought from external agencies, a councillor must propose a letter and its written contents to be sent on behalf of the member of the public. The councillor's proposal as to the content of such letter must be discussed in council at that agenda point (public participation). The letter and its contents will be decided by the majority vote following standing Orders 3r"

Upon resolution of the council the clerk will request four members to formally write to her requesting this change following Standing Orders section 26b. It will then be placed on October's agenda, for the resolution to be recorded within the minutes.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

15 Reports from subject leads and outside body representatives

No written reports have been received by the clerk at the issue time of the agenda. Subject leads are asked if they wish to verbally report anything to members of the council.

16 Verbal reports from Wyre councillors

Wyre councillors will report any items relevant to the area.

17 Clerk's report

Councillors are asked to read the clerk's report prior to the meeting for any updates, members may ask the clerk within the meeting any questions in relation to the report (clerk's report emailed).

18 Mayor's report

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

19 Questions to councillors

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

20 Items for next agenda

Councillors are asked to raise matters to be included on the agenda by notifying the clerk at least 10 days prior to the next meeting in writing, by (Monday 21st September 2026) at the latest, with a summary of the reason for raising the matter, this is to include updates from working groups.

21 Date and time of next meeting

The next meeting of the Council is to be held **at 7pm on 12th October 2026.**