



PREESALL TOWN COUNCIL

Minutes of the Ordinary meeting of the Town

Council held on Monday 14th September 2026 at 7pm at Preesall and Knott End Youth and Community Centre

Present: Cllrs S Dobbie (Mayor), P Orme, K Tunstall, K Shepherd, T Johnson, R Drobny, J Cawley, R Kelly, A Hayes

In attendance: D Smith - Clerk

77.1(2026 27) Apologies

Cllr A Shewan (Deputy Mayor), Cllr C Rimmer

78.2(2026 27) Declarations of interests and dispensations

Nil

79.3(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 13th July 2026. The Chair signed the minutes.

Cllrs S Dobbie (Mayor), and Cllr A Hayes abstained as they were not present at the July meeting.

80.4(2026 27) Matters arising from the minutes of 13th July 2026

No matters arising from the minutes of the full council meeting held on the 13th of July.

81.5(2026 27) Public participation

One member was present at the meeting.

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

A PSCO gave the council an update over the summer events. The community road safety temporary SPIDS on the lamp posts installed by LCC have been successful in slowing drivers down. There have been civil disputes, and the police have been working with the housing associations over these matters. There have been reports of swans being caught in nets at the fishing lakes and these matters have been referred to the wildlife association. The police are hoping to do more mobile police stations and are continuing to be present at Knott End library at the start of each month. They are still receiving intel on E-Bikes and have seized a couple. The police are also in talks with the Preesall Youth Community Centre and Saint Adian's School in the hopes they may start a girl's hub, one day a week.

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

82.6(2026 27) 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

The majority **resolved** to not object to the application, one councillor objected and one abstained, no further comments were made.

83.7(2026 27) Finance

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

a) The council **noted** that the finance committee **resolved** to **note** August Finances,

- b) The council **noted** September's receipts and direct debits and **resolved** all September's payments below:

Receipts

Receipt Name	Details	Date of receipt	Bank (Unity Virgin, Hampshire)	Amount
Hampshire Bank	Annual Statement Interest	14 th Aug	Hampshire	£35.03
HMRC	QRT 1 VAT Claim for 2026/27 for April-June	18 th Aug	Unity	£485.08
Parrox Trust	Trimming and clearing of the hedge on Park Lane	4 th Sept	Unity	£90.00

Direct Debits

Payment Name	Details	Cash Book BAC's/card Ref	Bank (Unity Virgin, Hampshire)	Amount
ICO	Information Commissioner Annual Fee	14 Aug	Virgin	£47.00

The Council **noted** at the meeting that the clerk was only made aware of the direct debit after receiving the Virgin Bank Statement on the 14th of September. The details of the ICO require to be updated so the clerk may receive information, the clerk will contact the Information Commissioners Office after the meeting.

Easy Websites	Monthly hosting fee	01 Sept	Virgin	£68.64
LCC	July pension contributions paid in Sept	17 Sept	Unity	£1,088.57

The Council **noted** due to an admin error from Lancashire County Council, August's pension payment for July's pension was placed on hold and will be deducted in September.

LCC	Aug pension contributions paid in Sept	17 Sept	Unity	£1,039.38
Unity Bank	Monthly Service Charge	30 Sept	Unity	£7.00
3 Mobile	Phone Contract	30 Sept	Unity	£7.80

Payments

Payment Name	Details	Cash Book BAC's/card Ref	Bank (Unity Virgin, Hampshire)	Amount
Npower	Electric for the CCTV 1st July – 31 July 26	BACS 95	Unity	£10.70

The Council **noted** the Npower invoice was paid in August, due to the invoice received after the August Finance's was published.

Payroll	Aug 26 payroll paid in Sept 26	BACS96,97,98	Unity	£3,476.22
HMRC	Tax on salaries	BACS 99	Unity	£938.94
Paul Dooler	Lengths Man's Milage for Aug 26	BACS 100	Unity	£37.95
Paul Dooler	Lengths Man Expenses Aug 26 - Petrol	BACS 101	Unity	£8.00
* Nick White	(Plants Man)	BACS 102	Unity	£900.00

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

LCC	Electric Installation Permit – memorial/Kellys Corner	BACS 103	Unity	£800.00
Wyre Builders Supplies	Oil 100ml	BACS 104	Unity	£12.00
Cutts Lane Nurseries	Flowers/Compost/Bark	BACS 105	Unity	£139.00
Brunel Engraving	Bench Name Plate	BACS 106	Unity	£76.94
Plexio UK	Annual Microsoft Business License	BACS 107	Unity	£174.12
Mrs Jetspray Services	Cleaning of bus shelter	BACS 108	Unity	£150.00
848	August Microsoft Licence	BACS 109	Unity	£15.55
NPOWER	Electric for the CCTV 1 st Aug – 31Aug 26	BACS 110	Unity	£10.70

Robert Fielding	Repair to Major's Chain at £68 plus £3 bank card charge	CARD	Unity	£71.00
Royal British Legion	Poppy Wreath	CARD	Unity	£24.05

- c) The council **noted** the finance committee has **resolved** the bank reconciliation to 31st July 2026. The total amount held within all the council's banks accounts is: £205,384.00 and the bank reconciliation to 31st August 2026. The total amount held within all the council's banks accounts is: £194,166.59.

- d) The council **noted** 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	£55,086.11
Hampshire	31 st August 2026	£51,382.09

- e) Cllr Orme informed the council the committee had signed the paperwork to allow the clerk to access Virgin Bank's internet banking to stop statements arriving late in the post. The committee also agreed to the clerk purchasing Adobe software for the monthly fee of £19.97, via the council's bank card which will be directly taking from Unity Bank each month.

84.8(2026 27) Civic Committee's Terms of Reference and Other Committee Items

The council **noted** 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 **resolved** to **accept** the Civic committee's T.O.R (emailed).
- II. At the meeting the committee agreed that it will require one more member. Councillor J Cawley agreed 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. All members of the council agreed to marshal at the road closure, apart from Cllr J Cawley and Cllr K Tunstall as she will be assisting with the lanterns. The clerk will relay any names put forward to the assistant clerk.

85.9(2026 27) Councillor Surgeries

The councillors below will sit at the following surgeries:

Cllrs A Hayes and R Kelly Knott End Library from 10am-11am on the 10th of October

Cllrs P Orme and T Johnson Youth Centre from 10am-12 noon on the 24th of October

Cllrs A Hayes, T Johnson and J Cawley Knott End Library from 10am-11am on the 7th of November

There will be no surgery at the Youth Centre from 10am-12noon on the 21st of November

It was also noted that the surgeries must be advertised in advance via the council's Facebook page to inform residents if they wish to attend.

86.10(2026 27) Projects for the Financial 2027/28 Year to be Included within the Budget

Members **discussed** and **resolved** to have the project 'Beach Access' costing £20,000.00 to be included in the 2027/28 budget.

87.11(2026 27) Local Government Reorganisation

Cllr Johnson led discussions over the local government reorganisation. During the discussions the council **resolved** to defer to discuss these matters on a later agenda.

88.12(2026 27) Policies

The council **resolved** to **accept** 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.
- II. Grant Policy and Application
No amendments made apart from adding the clerk's email address and updating the website link. The council **resolved** at the meeting to add additional wording to section 5.12 'Applicants must show evidence that they have tried to raise funds to support their own application.'
- III. Grant Policy Guide
No amendments made.
- IV. Complaints Policy and Procedure
The document has been updated to give a clear guide to the procedure of complaints.
- 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.
- VI. Community Engagement Strategy
The document has had a few additions to reflect how the council communicate.

89.13(2026 27) 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 **resolved** for Special Branch Tree Surgeon to commence with the work quoted at £650.00, due to the urgency of the work required. The council **noted** that Cllr Shepherd brought another quote from her neighbour who is also a tree surgeon, and where possible the work should be offered to other local contractors.

90.14(2026 27) Standing Orders

The council **resolved** 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 council **resolved** to have 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"

Cllrs Cawley, Johnson, Drobny and Orme will write to the clerk requesting this change following Standing Orders section 26b. It will be placed on October's agenda, for the resolution to be recorded within the minutes.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

91.15(2026 27) Reports from subject leads and outside body representatives

Nil

92.16(2026 27) Verbal reports from Wyre Councillors

Nil

93.17(2026 27) Clerk's report

Ferry Timetable

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

Micks Garage

Northwest Electricity completed their inspection of the site on the 17th of July, and it has passed to have the electricity connected. The timetable for installing the electric is as follows:

Excavation / Digging – 4th September
Proposed Jointing – 7th September
Latest date for completion – 14th September
BT joinery is to start work week commencing 21st September

Unity Bank Card

The card is now up and running to be used. I have also opened an Amazon Business account for the council and updated the council's policies accordingly.

Electricity Installed at Kelly's Corner, and the Cenotaph

The electric points have now been installed, and the licence is to be paid within September's finances. The assistant clerk is co-ordinating with the local electrician PRS to allow for the electric points to be used for the equipment's plugs.

Planters for Entrance Signs to the Town

The self-watering planters are now in situ and planted up at the welcome signs held at Cemetery Lane, and near Head Dyke Lane.

Hedges at Park Lane

The hedges have been cut by the Lengths Man, and Parrox trust has been invoiced for the work, which has now been paid in full

Meeting with the Bloomers on the 5th of September

The meeting was very productive, a full list of planting, maintenance, and watering has been produced. The plants Mans work sheet has been updated to accommodate the Bloomer's work that the legacy trust pay for. The lead Bloomer's will hand over their banking responsibilities internally within the Bloomer's group. It was agreed that the council would assist the Bloomers in raising awareness for volunteers needed to maintain the Bloomers work.

Wyre Area Committee Meeting

Date for your diary, the next meeting will be held on the 30th of September at 7pm, at Garstang golf course if any council member wishes to attend.

Update from the Assistant Clerk

Planting

I am starting to think about what and where we need to plant for winter. I am also looking to review the planting done this year to look at where this worked well and where changes can be made to improve both the display and ease the amount of maintenance.

Memorial Bench

Discussions have been held with a lady looking for a bench for her husband. A location has been agreed, and we are now waiting for a template of the plaque to be approved, by the family, and then ordered.

Hedges

A meeting has been held with a tree surgeon at Jubilee Gardens (behind the library) to look at the hedgerow to the side and back of the garden. He will now provide a quotation for the work required to tidy this up.

Civic Events

Preparations for Remembrance Sunday, Armistice Day and Christmas Lights Switch On are progressing well. Road closure applications for all three events have now been approved by LCC, and the police and the forms have now been sent to Wyre Borough Council for authorisation. All actions are being progressed with the Civic Events and Celebrations Committee.

94.18(2026 27) Mayor's report

The mayor would like to thank Cllr Drobny for assisting the deputy mayor on gala day, and for all the hard work the deputy mayor has done in the mayor's absence.

95.19(2026 27) Questions to councillors

Cllr Drobny spoke about the possible assets the council may require during the reorganisation of local government and asked if Cllr Rimmer had provided any information on the matter. Cllr Drobny requested that this was placed on October's agenda. Cllr Drobny asked Cllr Orme about the land on Pilling Lane, Cllr Orme will investigate the matter. Cllr Tunstall asked if the noticeboards at the ferry shelter had a key, and could they

be filled with information. Cllr Kelly asked if the memorial should be locked, and Cllr Orme informed him no, not at present so the public may access it.

96.20(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 (Tuesday 29th of September 2026) at the latest. With a summary of the reason for raising the matter, this is to include updates from working groups.

97.21(2026 27) Date and time of next meeting

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

The Mayor closed the meeting at 9.25pm