



PREESALL TOWN COUNCIL

7th October 2026

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on **Monday 12th October 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 14th September 2026

4 Matters arising from the minutes of 14th of September 2026.

Councillors are asked if there are matters arising from the minutes on the 14th September 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

Councillors are to **note** the below planning application(s) have been resolved via email due to the deadline before the October Meeting, resolution and comments will be appended to the October minutes.

Application Number: 26/00689/FUL – Deadline 6th of October

Proposal: Erection of single-storey side extension.

Location: 45 Fordstone Avenue Preesall Poulton-Le-Fylde Lancashire FY6 0EB

Application Number: 26/00666/FUL – Deadline 8th of October

Proposal: Reconfiguration of the site layout, demolition of existing buildings, siting of 8 holiday caravans, erection of a dwellinghouse, and associated works

Location: Willowgrove Park Sandy Lane Preesall Lancashire

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** that the finance committee has resolved to note October's receipts and direct debits and resolved all October's payments.
- b) The council is asked to **note** the finance committee has resolved the bank reconciliation to 30th of September The total amount held within all the council's banks accounts is: £185,743.60
- c) The council is asked to **note** the bank statement balances below:

Bank Name	Date of Closing Balance	Amount of Closing Balance
Unity	30 th September 2026	£79,344.04
Virgin	30 th September 2026	£55,017.47
Hampshire	30 th September 2026	£51,382.09

- d) The committee reviewed the QRT 2 budget expenditure for July, August and September 2026 (an update will be provided by the chair of the committee at the meeting).
- e) The chair of the finance committee will provide the full council information about any other business held at the finance committee meeting.

8 Standing Orders

Following September's meeting the clerk has received emails from the following members Cllr Hayes/Cllr Cawley/Cllr Drobny/Cllr Orme to conform with Standing Orders section 26b.

Councillors are asked to **resolve** to have the following paragraph 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" (emailed).

9 Policies

Councillors asked to **resolve** the updated policy below.

Star Awards Application Form

The form has been updated to reflect the correct contact details (emailed).

10 External Audit

Councillors are to **note** the clerk will lead section 10 of the agenda and answer any further questions.

i) The external audit has now been completed. Under the External auditor's limited assurance opinion 2025/26, there are three points the external auditor questioned, they are as follows –

- Section 1 and Assertion 1 have been incorrectly completed, as there was no review of the general and earmarked reserves as part of the budget setting process. This is consistent with the Internal Auditor's response to Internal Control Objective D.

Council are to **note** this has been resolved at the June meeting *minute reference 43.8 a (2026 27) Internal Auditors Recommendations*

- Section 1, Assertion 2 has been incorrectly completed, as there was no documentary evidence with respect to procurement. This is consistent with the Internal Auditor's response to Internal Control Objective B.

Council are to **note** this has been resolved at the June meeting *minute reference 43.8 e (2026 27) Internal Auditors Recommendations*

- Section 1, Assertion 4 has been incorrectly completed, as the public notice announcement dated was the same date as the commencement of the public inspection period. This is consistent with the Internal Auditor's response to Internal Control Objective M.

Council are to **note** this has been resolved at the June meeting *minute reference 43.8 f (2026 27) Internal Auditors Recommendations*

ii) Under the external auditors 'Other matters not affecting our opinion which we draw to the attention of the authority'

- The smaller authority has not been able to provide evidence of the consideration of the independence of the internal auditor upon appointment, as the current auditor was not in post. However, evidence has been provided that the authority reviewed and approved the Internal Audit Terms of Reference and Internal Control Statement recorded in the authority's March 2026 minutes. In accordance with the Practitioner's Guide Paragraph 4.11 it is considered best practice to review the independence of the internal auditor on an annual basis.

The council are to **note** that the clerk was unaware at the time of the external auditor's questions that within the internal auditor's portal there is evidence of the consideration of the independence of the internal auditor. The clerk will rectify this mistake within next year's audit, and it will be appended to the minutes.

- The smaller authority has confirmed that it has not complied with the governance Assertion 7 in Section 1, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.

The council are to **note** that the external auditor has accepted the explanation provided by the clerk for assertion 7 in section 1 which was resolved at the May *meeting minute reference 9.29(2026 27) ii) Section 2 – Accounting Statements for the year end 2025/26*

11 Audit for year end 31 March 2026

PKF Littlejohn LLP has now concluded the audit and has stated that the annual return including the external auditor report and certificate (emailed) should be presented to the council for acceptance and approval. The requirement for Notice of Conclusion of Audit, along with certified AGAR (sections 1,2, &3) are to be displayed and must include publication on the smaller authority's website for at least 14 days before 30 September 2026. The clerk can confirm that the Notice of Conclusion of Audit, along with certified AGAR (sections 1,2, &3), was placed on the council's website and notice boards on the 15th of September 2026. Councillors are asked to **approve** and **accept** the annual return and certificate (emailed).

12 Assets held by Wyre Borough in Preesall and Knott end

Councillors are asked to **discuss** the assets Wyre Borough hold and are responsible for in Preesall and Knott end, as follows:

Barton square Toilet block, Barton Square car park, land behind ash grove, land from pilling lane to sea wall, flower bed outside the butchers at Barton Square.

The council are asked to **discuss** whether they wish to obtain any of the assets present and if so, the council are asked to **resolve** which ones.

13 Donation

Councillors are **asked** to **resolve** the annual donation to the Bloomers, to **note** last year a sum of £500 was donated.

14 Arrangements for the Co-Option Meeting

Councillors are **asked** to **resolve** a time and date to hold a co-option meeting for the applicant. Further details will be provided at the meeting by the clerk.

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 26th October 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 9th November 2026.**

22 Exclusion of the Press and Public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act, councillors are asked to **resolve** to exclude the press and public to discuss matters in relation to staff on the grounds that the discussion involves confidential details.

The Clerk has determined that information under item 22 of the agenda, are classified as "Not for Publication." This is because it refers to "exempt information" as defined in Part 1 of Schedule 12A (1) of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Variation Order 2006, on the grounds that it contains information related to an individual.

The Council are asked to **resolve** to exclude the public and press from agenda item 22.