



## PREESALL TOWN COUNCIL

6 June 2023

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 12 June 2023 at **7.00pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

*Andrea Kay*

**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 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 meetings**

Councillors are asked to approve as a correct record the minutes, as presented, of the meetings held on 15 & 23 May 2023 **(emailed)**.

## **4 Mike McDonnell visiting**

Wyre Nature & Wellbeing Officer (The Bay: A blueprint for recovery).

Mike will be attending the meeting to deliver a small presentation.

He would also like to discuss delivering a project on the Jubilee Garden.

## **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: 23/00386/FUL

Proposal: Erection of 3.no additional commercial units, extension to existing car park and alterations to vehicular access, following demolition of existing cottage

Location: The Old Coal Yard Hall Gate Lane Preesall Lancashire FY6 0PJ

Application Number: 23/00403/FUL

Proposal: Erection of one new agricultural livestock building and feed hopper following demolition of existing building

Location: Fern Hill Farm 13 Cemetery Lane Preesall Poulton-Le-Fylde Lancashire

Application Number: 23/00451/FUL

Proposal: Erection of timber stable block for private use

Location: Land off Cemetery Lane Cemetery Lane Preesall Lancashire FY6 0JA

Application Number: 23/00456/FUL

Proposal: Single-storey extensions to front & rear, internal alterations & alterations to existing garage roof, replacement roof covering & new access to highway & proposed drop kerb.

Location: 36 Pilling Lane Preesall Poulton-Le-Fylde Lancashire FY6 0HB

Application Number: 23/00494/FUL

Proposal: Proposed two-storey rear extension with dormer

Location: Derwent Folds 286 Park Lane Preesall Poulton-Le-Fylde Lancashire

## **7 Reports from committees and working groups.**

### **i) Finance committee**

Councillors are asked **to note** that the finance committee met on 22 May 2023 and will meet prior to the meeting on 12 June. The chair will provide a brief update.

### **ii) Civic Events committee**

Councillors are asked **to note** that no meetings of the civic events committee have taken place since 8 March. The council's May Day event took place on 1 May and an evaluation of its success will take place at the next meeting of the committee on 26 June 2023.

### **iii) Personnel committee**

Councillors are asked **to note** the next meeting of the Personnel Committee will take place on 26 June 2023.

## **8 Bench at pumping station**

A number of complaints have been received regarding the safety of the bench at the entrance to the byway on Pilling Lane. The lengthsman has asked for guidance as to whether the council wishes him to try to repair it with either wooden slats (hardwood or softwood) or plastic slats or whether the council wishes to replace it entirely with one of the recycled benches it holds in stock.

## **9 Past minutes**

At the April meeting concerns were raised regarding the confidentiality of signatures on past minutes to be stored with Lancashire Archives. The response from Lancashire Archives is attached. Councillors are asked **to determine** how they wish to proceed.

## **10 Year end**

### **a) Councillors are asked to note the remaining balances for year-end were:**

Cashbook 1 - £81,408.00

Cashbook 2 - £41,173.30

Cashbook 3 - £nil

Cashbook 4 - £68,267.30

Cashbook 5 - £10,020.10

### **b) 2022/2023 Budget Outturn and Annual Governance and Accountability Return**

Councillors have been provided with copies of the detailed budget outturn, which has been inspected and recommended for approval by the finance committee. Councillors are asked **to consider** each part of the documentation and take action as indicated below:

The Internal Audit was carried out on the 29 to 30 April and 5 of May 2023, a copy of the auditor's report has been (**emailed**). The locum clerk has annotated the document regarding comments made. Councillors are asked to consider and **to approve** the planned actions:

i) Section 1 – Annual Governance Statement of the Annual Return for the year ending 31 March 2023 (**emailed**). Councillors are asked to consider statements 1 to 9 and **to confirm** whether they agree to the statements. The statement will then be signed by the chair (Mayor) and the clerk.

ii) Section 2 – Accounting Statements 2022/2023 (**emailed**). Section 2 has been prepared and signed by the Responsible Financial Officer (RFO/clerk) as confirmation that the accounts have been prepared on a receipts and payments basis. Once approved by resolution of the full council, the form is signed and dated by the chair (Mayor) to confirm that the accounts have been approved by council. Councillors are asked **to approve** section 2.

#### **11 Co-option policy**

Following the election in May, the council still has four vacancies. Councillors are asked **to agree** a time frame for advertising and interviews.

#### **12 Grant application.**

The Council has received a grant application from Fleetwood's Charity school, (**emailed**). Councillors are asked to consider the application and to **determine** whether they wish to award a grant.

#### **13 Draft Annual Report**

Councillors are asked to approve the draft Annual Report (**enclosed**) for publication and distribution.

#### **14 Face Book and Library list**

Cllr Rimmer has asked who will be taking responsibility for the library list and admin on face book.

Councillors are asked **to agree** who will be taking on the roll of face book admin and library list co-ordinator.

#### **15 Asset Register disposal policy.**

Councillors are asked to note that there is an audit requirement for an asset register disposal policy.

The Clerk has created a draft policy (**enclosed**). Councillors are asked **to approve** the adoption of the policy.

### **THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

#### **16 Reports from subject leads and outside body representatives**

No written reports have been received.

#### **17 Verbal reports from Wyre councillors**

Wyre councillors will report any items relevant to the area.

#### **18 Clerk's report**

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

#### **19 Mayor's report**

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

#### **20 Questions to councillors**

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

## **21 Items for next agenda**

The next full council meeting will be held on **10 July 2023** - 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 29 June 2023** 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.