



PREESALL TOWN COUNCIL

**Minutes of the meeting of the Town Council held
on Monday 12 August 2019
at 7.00pm at Preesall Youth and Community
Centre, Lancaster Road, Preesall**

Present: Cllrs P Orme (Mayor), A Cropper, J Cropper, T Johnson, K Nicholls, N Patrick, A Tarpey-Black, K Woods.

In attendance: Alison May, clerk to the town council; 7 members of the public.

73a(1) Apologies for absence

Cllrs L Woodhouse and D Williams

73b(1) Absent without apology

None

74(2) Declaration of interests and dispensations

Cllr Orme, planning application 19/00253/OUTMAJ

75(3) Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes of the meeting held on 8 July 2019.

76(4) Public participation

*At the request of the Mayor, councillors **resolved** to adjourn the meeting at 7.04pm to allow non-councillors to speak.*

-The council was asked for an update on CCTV in Knott End and was advised that the camera had been ordered and a decision from Lancashire County Council was awaited as to which lamp post it would be attached to. New regulations had come into effect earlier in the year and this had delayed the work until clarification on the number of licences required to operate a CCTV system was received.

-The issue of speeding on the south end of Park Lane was raised and the council was asked to make representation to Lancashire County Council Highways on behalf of residents.

-Cllr J Cropper, Cllr A Cropper and Cllr Orme were thanked for the litter pick they had done on Park Lane.

-The council was asked for a progress report on the alleged illegal signage at premises on Park Lane. The member of the public was informed that the matter had been referred to Wyre enforcement and Cllr Orme would check on progress in two weeks. The member of the public indicated they would approach Wyre Council and the press if nothing was done in the next four weeks.

*At the conclusion of the public participation and at the request of the Mayor, councillors **resolved** to reconvene the meeting at 7.16pm.*

77(5) Planning applications

Application Number: 19/00669/FUL

Proposal: Erection of attached garage and garden wall and conversion of existing garage to habitable room

Location: 1 Hazel Close, Knott End-On-Sea, Lancashire, FY6 0RD.

Resolved: The council was unanimous in having no objections to the application.

Application Number: 19/00719/FUL

Proposal: Two-storey side extension and rear balcony

Location: Rowrah, 255 Pilling Lane, Preesall, Poulton-Le-Fylde, Lancashire.

Resolved: The council was unanimous in having no objections to the application.

Application Number: 19/00639/FUL

Proposal: Erection of first floor rear balcony (re-submission of 18/00804/FUL)

Location: 19 Kingston Close, Knott End-On-Sea, Poulton-Le-Fylde, Lancashire, FY6 0DJ.

Resolved: The council had no objections to the application (8 in favour, 1 against, 1 abstention).

Application Number: 19/00757/ADV

Proposal: Advertisement consent for 1 internally illuminated fascia sign (only the logo illuminates), 1 internally illuminated projection sign, 4 non-illuminated flat aluminium grey panel signs and 1 non-illuminated flat aluminium wall panel sign

Location: 30-36 Lancaster Road, Knott End-On-Sea Poulton-Le-Fylde Lancashire FY6 0AU

Resolved: The council was unanimous in having no objections to the application.

Application Number: 19/00253/OUTMAJ

Proposal: Outline application for up to 11 new residential dwellings with access applied for off Cart Gate (all other matters reserved)

(re-submission of 17/00933/OUTMAJ)

Location: Springfield Cottage Farm Cart Gate Preesall Poulton-le-Fylde Lancashire

Resolved: The council objected to the application (0 in favour, 9 against, 1 abstention) on the same grounds as in April, with additional concerns regarding the impact on wildlife since the discovery of a newt at the bottom of Cartgate – a new survey was recommended. The documentation was not clear, being a mix of the old and new, and it was suggested that a pull-in for the school buses should be created funded by s106 monies.

78(6) Reports from committees and working groups**i) Finance committee**

- a) *Minutes* - councillors **noted** the approved minutes from 10 June
- b) *Terms of reference* - councillors **noted**, as per the council's financial regulations, the committee had reviewed the terms of reference of the committee and no changes were deemed necessary.
- c) *Quarter one financial monitoring* - Councillors **noted** that the committee checked the first quarter documentation against balances held at the bank and ensured that expenditure incurred, and receipts received, were recorded correctly and that the figures balanced with the bank statements and bank reconciliation documentation. No problems were identified. Councillors had also reviewed the current spend against budget and agreed that funds of £704 be vired from sundry expenses (4999) to the IT (4170) budget head. They also authorised £131.07 to be transferred from In Bloom EMR to the council's current account.
- d) *Monthly expenditure* -

The clerk explained the agenda amendment to councillors and informed them that that HMRC had not received the April PAYE payment, therefore a replacement cheque was needed and the April cheque would need to be cancelled. Councillors were also informed two estimates had been received for the information board at the Jubilee Garden, one for £210, the other for £170.40, the cheaper from Autographix being the preferred option.

Councillors:

a) noted no receipts in July	
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b) noted the following payments:	Cheque	
Payroll	440,442,444	2956.16
Clerk's expenses (on behalf of council)	441	18.40
Lengthsman's expenses (on behalf of council)	443	40.00
Unity Trust Bank – payment to Preesall Town Council to open account	445	500.00
I Tennant (bkv plaque) (Inv. dated 23.07.19)	446	75.00
C Hussey (refund on seat) (Letter dated 5 August)	447	18.65
Viking (Inv. 432558)	448	65.04
848 Services (Inv.8033 - June and 8186 July) the June invoice was not paid by the bank as a DD, therefore 9.48 is still owing.	449	19.96
Wyre Building Supplies (Inv 215139, 215122,215278,215373,215634)	450	121.12
Full council approved the following payments:		
HMRC (Outstanding balance from April)	451	515.59
Lancashire training	452	100.00

c) noted the following payments by direct debit	
Easy Web Sites (hosting fee, SSL certificate)	46.80
O2 (mobile phone contract)	14.70
LCC (contributions)	847.10
LCC (deficit)	8.33

d) noted the statement of accounts for July 2019	
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Full Council:

- e) Resolved:** to remove Cllr McCann, Cllr Mutch and Cllr Woodhouse from the RBS mandate; to appoint Cllr J Cropper as a cheque signatory (agenda **item h**); to add Cllr Burn and Cllr J Cropper to the RBS mandate. Councillors **noted** the mandate for Unity Bank could be completed now a third councillor signatory had been agreed.
- f) Resolved:** to approve the 12-month bond investment of reserves (£35,000) with HTB.
- g) Resolved:** to appoint Cllr J Cropper to the finance committee.

ii) Civic events committee

- a)** *Minutes* – councillors **noted** the approved minutes from 10 June.
- b)** *Freeman/woman* – **resolved:** to accept the committee’s recommendation not to take this any further at the moment, paperwork to be kept on file.
- c)** *Christmas Fair* – two councillors offered to help with this community event.
- d)** *Christmas lights switch-on* – **resolved:** to accept the committee’s recommendation for a one-year trial whereby the main lights (mini-trees) are switched on at 16.00 so that the timers are set only once, with the official tree lighting taking place at 17.00 with carols and a visit by Santa. Any failed ‘string lights’ on the shops not to be replaced and a possible two extra mini-trees at Fordstone Avenue.
- e)** *Volunteers event* – this year’s event to proceed as in previous years. **Resolved:** to approve in principle a larger volunteers’ event, with a budget to be discussed as part of the council’s budget setting exercise.
- f)** *VE day 75* – **resolved:** that £1,000 be included in the 20/21 proposed budget, to fund events to mark the occasion.

iii) Personnel committee

- a)** **Resolved:** to approve the clerk’s home working allowance to £18 per month in line with HMRC’s allowed flat rate limit.
- b)** **Resolved:** to approve the purchase of a mobile phone and tablet once the existing contract expires in October. The clerk to bring costings to the next meeting.
- c)** **Resolved:** to approve a budget of up to £3,000 to purchase tools, training and personal protective equipment for the lengthsman (all to be labelled with PTC) to enable him to carry out his contractual duties.
- d)** **Resolved:** to approve in principle the leasing of a vehicle for the

lengthsman, subject to cost and budgetary constraints. Suitable vehicles to be investigated with details brought back to full council for a final decision on whether to lease.

- e) **Resolved:** to approve the proposal that only the clerk and chairman of the personnel committee can allocate work to the lengthsman.

79(7) Signage

Resolved: to accept the latest quotation and approve the purchase of the signs as per the design from Lancashire County Council. The date to be amended to read 2018.

80(8) Ambulance

Resolved: for the clerk to write a general letter to the CCG stating the council's concern regarding the impact the possible closure of local ambulance stations might have on response times for the area and requesting that if a 'hub and spoke' model for ambulance locations is set up that the Over Wyre Medical Centre (OWMC) be approached for consideration as a possible location. The letter to be copied to OWMC.

81(9) Litter bins

Resolved: that Cllrs A Cropper and J Cropper provide the clerk with a list of locations requiring a bin and for the clerk to send a letter to Wyre Council requesting additional bins.

82(10) Training

i) **Clerk's training**

Resolved: to approve the clerk's attendance at SLCC's Cheshire Branch annual conference on 9 October in Northwich at a cost of £30, to be split with Stalmine Council.

ii) **Councillor training**

Resolved: to approve Cllr Johnson's attendance on the 'new councillors and clerks' training course at Penwortham at a cost of £63 for the two modules.

83(11) Documents for review

i) **Model publication scheme**

Resolved: to readopt the scheme, which had been reviewed and brought up to date.

ii) **Grants policy**

Resolved: to readopt the policy, which had been reviewed to update the financial limit calculation.

iii) **Action plan**

Councillors were informed that the county councillor was pursuing line painting on Preesall Hill and it was hoped this would facilitate the installation of a bus shelter.

Resolved: to accept the document. The clerk to obtain quotes for a sign similar to that in Grange indicating the way to shops and cafes from the ferry slip and put it on the next meeting's agenda. The clerk to investigate SPiD signs.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

84(12) Reports from subject leads and outside body representatives

Co-op - Cllr J Cropper – looking to catch up with new manager. Charity haircut planned. Was asked to enquire when replacement fencing would be put up.

Best Kept Village - Cllr Orme – this year the township came eighth in the Champion class and none of the outstanding features were mentioned. Thanks were expressed to all those who had worked so hard.

Gala – Cllr Woods – next meeting will be AGM in October.

KE light railway - Cllr A Cropper said that he was still waiting for a copy of the business plan, Cllr Drobny said he would provide one; Cllr Drobny asked to be removed as a subject lead.

Halite/Brine watch - Cllr Johnson – the BBC has recorded a piece for Inside Out which will be broadcast in September/early October. Halite website is still down. The MP for Blackpool South – Gordon Marsden - has written requesting a meeting and Cat Smith is also writing. He had also been copied into an email regarding the need for a compensation scheme to be in place for subsidence prior to any work starting. Cllr Orme to make inquiries at Wyre. Cllr Orme also reported that the company was working through the list of actions that need to be completed prior to commencement of works.

Health (all aspects) - Cllr Johnson reported that he was visiting every group in the village connected with health and health improvement and had visited the Over Wyre ladies group the previous week and Lyrics and lunch.

Cllr Tarpey-Black looking into getting SEND provision in the area. The medical centre has reported that problems with Lloyds pharmacy had increased since it started using the off-site hub in Preston. The medical centre's prescriptions arrive at Lloyds within 24 hours, but Lloyd's turnaround appears to be seven days. No problems have been reported with the pharmacy at Hambleton. Any problems should be emailed to Cat Smith so that it can be addressed directly.

Highways - Cllr Patrick – reported that Cllr Salter was pursuing the work needing to be done outside the school and the sink hole. The footpath on Pinewood had been reported but it would not be replaced as the sub-path is fine, it is just the covering that is coming loose. She also reported problems with a footpath near Cartgate and would be sending information to Cllr Salter. She was also informed of flooding on Hampson Grove, Jubilee Avenue, Pilling Lane and outside the church since the re-surfacing works and was asked when/if the cats' eyes would be replaced on the A588.

Lancashire Association of Local Councils (Wyre Area Committee) – Cllr Burn – had attended a very interesting meeting, especially the talk on recycling and the machinery involved. He reported on a new DEFRA code of conduct coming out, outside exercise areas and women's football. Next meeting is in October.

Planning Ambassador - Cllr Burn – he reported on a steep learning curve to understand the new local plan.

Tourism - Cllr Johnson said that Blackpool Transport was now running day trips out and he hoped to have a meeting with the company to discuss running a trip from Knott End and possibly include the Zoo.

Wyre Flood Forum -Work at Sunnyside Terrace had now resumed after a great crested newt had been seen. The next meeting would be in September.

Wyre In Bloom - Cllr J Cropper – a new bloomer had joined the team. Judging results would be out in September/October.

Youth – The youth club will start again in September. Cllr Patrick would be meeting with a grime artist regarding a project for the older children.

85(13) Verbal reports from Wyre Councillors

None.

86(14) Clerk's report

Councillors were asked to note the information contained in the clerk's report:

Lengthsman's report

In July, in addition to his daily duties the lengthsman has cut back overgrowth along Park Lane and Lancaster Road and has continued cutting back the grass growth on the pavement on Park Lane. He has strimmed a number of public pathways and has sprayed weeds on pavements. He has assisted with the watering of plants and has taken two days' holiday.

Withdrawal of planning appeal

Following M.C.I Developments Limited's successful application for the erection of 39 affordable residential dwellings with associated infrastructure including new pedestrian and vehicular access off Rosslyn Avenue, the appeal in respect of application number: 18/00734/FULMAJ has been withdrawn.

Road closures

Road closure documentation for Remembrance Sunday has been completed and approved by LCC and the police. It is now with Wyre Council for approval prior to each event.

Cheshire SLCC annual conference agenda

Topics already confirmed are:

Getting public rights of way registered - Jack Cornish, The Ramblers Association
From 2026 historic claims for public rights of way can't be made. This means we have only just over six years to protect those in our community that aren't registered. Find out how to get PROW-registered, advice on research and the importance of the 2026 deadline.

What's the SLCC doing? - Rob Smith, Chief Executive of the SLCC

The society's CEO gives a rundown of what the society is doing to support clerks and its work in the sector. Your opportunity to put questions straight to the top of the organisation.

Developing assertiveness and dealing with difficult people - Richard Masters MBE – Castle View Training

Richard will help you understand assertiveness, understand the behaviour of others and ourselves and explore the choices we have with difficult people.

Website accessibility regulations - Adam Keppel-Green PSLCC

New regulations require websites to be accessible. What does that mean, when must you comply and how do you do it? Adam will take you through it.

Youth councils and engagement - Holmes Chapel youth council

Hear from Holmes Chapel Parish Council and its youth council about how to engage the young members of your community.

Currently being arranged:

- Funding projects without the precept
- Climate Change/Going Green
- Getting Press Releases published
- Risk Assessments for Events

NALC election survey

As a follow-up to the May 2019 elections the policy and communications team is undertaking some research on the experience of councillors and councils. This research comes in the form of two surveys: one for clerks to fill in as a representative of the council and one for councillors to be filled in by all councillors on the council. The data gathered will be placed in a wider context of how many contested and uncontested elections took place and give a national picture of town and parish elections in England. NALC would love to see all councils and councillors complete these surveys.

Public rights of way changes

Documentation was circulated in respect of Lancashire Local Access Forum (LLAF) and the 2026 cut-off date for the registration of public rights of way, which is considered too close for the legal work to be carried out to prove access rights to a number of pathways.

ICO renewal confirmation for the next 12 months has been received.

87(15) Mayor's report

The Mayor reported that he had attended the dog show in early August, which had been an enjoyable event.

88(16) Questions to councillors

Cllr Drobny said that he had attended the Jubilee garden and commented on how lovely it looked – thanks to be passed to the In Bloomers. Cllr J Cropper thanked the gala team for putting on such a good event.

89(17) Exclusion of the press and public

The remaining member of the public was asked to leave the room and the council went into closed session to discuss correspondence received from a member of the public and how the council wished to respond to possible contentious emails.

Resolved: Any correspondence that could be construed as a complaint against the council or a councillor (including where no formal complaint has been made) to be circulated to all councillors along with the proposed response.

90(18) Items for next agenda

The next meeting will be held on 9 September 2019 - councillors were 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 August 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 either what the proposal is and that a decision is required or whether the item is for information only.
There being no further business, the Mayor closed the meeting at 10.00pm.