



PREESALL TOWN COUNCIL

20th May 2025

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Preesall Town Council on Tuesday 27th May 2025 at the Youth and Community Centre, Lancaster Road, Preesall starting at 7pm.

Alan Whalley
Clerk to the Council

AGENDA

- 1 **The Mayor – Councillor Phil Orme will welcome everyone to the meeting and deliver a small address**

- 2 **Apologies for absence**

- 3 **Declarations of Interests**

To receive disclosures of pecuniary and non-pecuniary interests from councillors on matters to be considered at the meeting.

- 4 **Acceptance of Office by new councillor**

Mr Rob Kelly will make and sign the Declaration of Acceptance of Office.

- 5 **Election of Mayor for 2025/26**

There will be a short speech ending with the proposal:-

That Councillor Tony Johnson be elected to the office of Mayor of Preesall Town Council for the municipal year 2025/26.

The proposal will be seconded and Councillors will be asked to agree to the proposal.

- 6 **Investiture of Mayor**

The Mayor will sign the Declaration of Acceptance of Office.

The Chain will be handed over if appropriate

- 7 **The Mayor will address the Meeting**

At the end of his address the Mayor will propose a vote of thanks to the retiring Mayor.

- 8 **Election of Deputy Mayor for 2025/26**

The newly elected Mayor will give a short speech ending with the proposal:-

Telephone 07739 868212
Email: clerk@preesall-tc.gov.uk

That Councillor Karen Tunstall be elected to the office of Deputy Mayor of Preesall Town Council for the municipal year 2025/26.

The proposal will be seconded.

The Mayor will ask councillors to agree to the proposal.

The Deputy Mayor will sign the Declaration of Acceptance of Office.

The Mayor will hand over the chains of office to the new Deputy Mayor.

9 Review of delegation arrangements to the clerk

A copy of the clerk's delegations has been emailed.
Councillors are asked to review and approve them.

10 Review of the terms of reference for committees and delegation arrangements

Terms of reference for the following committees are emailed:
Civic Events and Celebrations
Finance
Personnel.

Councillors are asked to review and approve the terms of reference and delegation arrangements for the committees.

11 Appointment of members to existing committees

24/25 members were:
Civic Events and Celebrations: Cllr Orme; Cllr Drobny; Cllr Johnson; Cllr Dobbie, Cllr Tunstall, Cllr Hayes.
Finance: Cllr Orme; Cllr Dobbie; Cllr Jenkinson; Cllr Shepherd.
Personnel: Cllr Johnson; Cllr Orme; Cllr Rimmer.

Councillors are asked to note that the Mayor cannot be a member of the personnel committee.

Councillors are asked to remember that they have previously resolved that the Mayor be a member of the Civic Events and Celebrations Committee during their year in office.

12 Appointment of members as subject leads and outside body representatives

Councillors are asked to agree which councillor/s will represent the council on each of the following:

Subject leads:

Highways
Housing
Planning Ambassador
Tourism

Outside body representatives:

Best Kept Village
FOKEL
Gala
Health (all aspects)
Lancashire Association of Local Councils (Wyre Area Committee) - (all councillors have a right to attend)
Over Wyre Parishes joint meeting
Preesall Youth and Community Association

Wyre Flood Forum
Wyre In Bloom
Christmas Community Events committee
Youth

13 Standing Order 5j

Councillors are asked to note the following are to be reviewed as per the council's schedule for annual review of documentation:
Complaints procedure – September 2025
Policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation – September 2025
Policy for dealing with the press/media – September 2025
Employment policies and procedures – January 2026

14 Calendar of Town Council Meetings for the 2025/26 Civic Year

Councillors are asked to approve the dates of the meetings for the 2025/26 Civic Year

9th June 2025
14th July 2025
8th September 2025
13th October 2025
10th November 2025
8th December 2025
12th January 2026
9th February 2026
9th March 2026
13th April 2026
11th May 2026

15 The Mayor will close the meeting.