



## PREESALL TOWN COUNCIL

7<sup>th</sup> February 2024

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on **Monday 12<sup>th</sup> February 2024** at **7pm pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

*Ellr Janet Lewin*  
Mayor

**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."

## 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

Councillors are asked to approve as a correct record the minutes, as presented, of the meeting held on 8th January 2024 **(emailed)**.

### 4 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.

### 5 Planning Applications

#### **Deadline 1<sup>st</sup> February therefore responses received via email**

Application Number: 23/01143/FUL

Proposal: Erection of a building for ancillary living accommodation, following demolition of existing dilapidated agricultural building, and change of use of land from agricultural to residential use.

**Location: Orchard Cottage Fluke Hall Lane Pilling Preston Lancashire**

Application Number: 24/00097/FUL

Proposal: Change of Use from retail (Class E) with residential accommodation above to hot food takeaway with owners/workers accommodation above (Sui Generis). Work to include the installation of a flue extract to the side of the property

**Location: 2 Wyre View Knott End-on-sea Poulton-Le-Fylde Lancashire FY6 0AE**

### 6 Finance

**Councillors are asked to note**

**6.1 Bank statements balances Unity 1st January 2024 £97,429.65188.94 and Virgin £81,766.57 (Any later balances will be provided as they are received).**

**6.2 Receipts for Mayors Charity £80 (December) and £3,900 Christmas Grant money**

**6.3 Cllrs are asked to note and approve payments made for January 2024 (emailed)**

**6.4 To agree as a correct record the bank reconciliations to 31<sup>st</sup> December 2023 both year to date and monthly and resolve any actions.**

**6.5 Mayor Lewin has resigned from the Finance Committee with immediate effect but agreement is sought for her to continue approving payment for February and March.**

**6.6 In order to mitigate the risk of the Council not being able to complete payments it is suggested that the Locum Clerk be put on the Unity Banking Mandate. To resolve to**

**add the Locum Clerk to the Unity Banking Mandate.**

#### **7 Appointment of internal auditor**

The council is required to appoint an internal auditor who provides a report to the council on the level of internal control exercised. Edwina Parry (last year's auditor) will not be carrying out the 2023/24 Audit and therefore a new Internal Auditor must be sought. Any ideas to the Clerk.

#### **9 Document Review**

**To review the following documents and resolve to accept for 2024, the document can be accessed via the Preesall Town Council Website. Councillors are asked to provide any comments/amendments, if possible, prior to the meeting so that they can be incorporated prior to the Full Council Meeting and final version signed off at the meeting:**

**Bench Policy**

#### **10 Co-option of Councillors**

**To receive an update on the applications for the unfilled Councillor vacancies and resolve any further actions. Note Preesall South has vacancy to be filled via co-option and Preesall North now by Co-option.**

#### **9 Mayor for the civic year 2024/25**

Councillors are asked **to consider** nominations for the office of Mayor for the civic year 2024/25.

#### **10 Arrangements for Civic Sunday 2024**

Councillors are asked **to consider** the format of the event, including the laying of a wreath, and **to determine** a preferred date should the church not be holding an event.

#### **11 Arrangements for Annual Town Meeting 2024**

The annual town meeting must be held between 1 March and 1 June each year and is usually held within the term of office of the current Mayor, who convenes the meeting. Councillors are asked to note that this is not a town council meeting and should not be set up as such. To resolve a date for the Annual Town Meeting 2024.

#### **12 Update from Minutes dated 9<sup>th</sup> October 2023**

It was confirmed by Leanne Murray that when addressing the Council regarding the set up of Hope Community Care Hub, she informed the Council that it was deemed that a CIC Limited Company was not in the residents best interests. Back minutes cannot be changed but this is to acknowledge the mistake.

#### **13 LANTRA Training Dates**

This is to confirm that Cllr Dobbie has been allocated a place on the Training on 8<sup>th</sup> March and Cllrs Tunstall and Drobny on the 18<sup>th</sup> April

#### **14 Allocation of Affordable Housing**

**Cllrs Shepherd and Orme seek the support of other councillors in asking for the clerk**

to write to the housing provider and Wyre council over the letting policy being applied to the new development off Rosemount Avenue. As with all previous affordable housing schemes in the village anecdotal evidence is coming to light that the correct allocation procedure may not be being followed. The possibility of seeking a FOI is also being proposed.

**15 SPID Project**

To receive an update on the SPID Project and resolve any further actions.

**16 Great British Spring Clean**

To consider the Town Council Involvement in the Great British Spring Clean from 15<sup>th</sup> to 31<sup>st</sup> March 2024 and resolve any actions.

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

**12 Reports from subject leads and outside body representatives**

No written reports have been received.

LALC Wyre Meeting held on 31<sup>st</sup> January 2024

The Bloomers have arranged to pay the 10% deposit for the work at the Cenotaph and work is due to commence on 8<sup>th</sup> April and will last approximately 2 weeks

**13 Verbal reports from Wyre councillors**

Wyre councillors will report any items relevant to the area.

**14 Clerk's report**

Councillors are asked to note the information contained in the clerk's verbal report

**15 Mayor's report**

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

**16 Questions to councillors**

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

**17 Items for next agenda**

The next full council meeting will be held on **11 March 2024** - 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 29th February 2024** 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.