



## PREESALL TOWN COUNCIL

6 Sept 023

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on Monday **11 September 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

Prior to start of the meeting proper the three newly coopted councillors will make and sign their declarations of office of councillor,

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 meetings held on 10 July 22 July and 30 August 2023 **(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

There are none requiring our input

6 Reports from committees and working groups.

There were no committees held during the previous month However chairs may wish to update councillors on any issues.

7 Kellys corner

Councillors are asked to respond to the Heads of Term **(emailed)** received from Wyre and agree the next steps in taking this plot into Town Councils hands

8 Barton Square

Cllr Orme would like to seek councillors' agreement that investigations are made into installing chains between the bollards across the front of the clock island in Barton Square to protect the tiles from damage by motor bikes and other vehicles

9 Town Council Notice Board outside The Saracens Head

The current board has a top surface Allan key lock requiring the clerk to be either 6'6" or to climb on the wall in order to access it (H&S issue). Cllr Orme asks that this unsatisfactory situation be rectified and that councillors will agree to either replacing the board immediately

or agree in principle to including it on next years project list at budget setting time.

10 Policy/Documentation review

It is suggested that the following all be readopted without changes.

- i Model publication scheme
- ii Training policy
- iii Data Protection policies, procedures and forms
- iv Grants policy
- v Complaints procedure
- vi Audio visual recording policy

Councillors can find all of these on our website and are encouraged to read them and come prepared with any suggested amendments..

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

11 Reports from subject leads and outside body representatives

No written reports have been received.

12 Verbal reports from Wyre councillors

Wyre councillors will report any items relevant to the area.

13 Clerk's report

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

14 Mayor's report

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

15 Questions to councillors

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

16 Items for next agenda

The next full council meeting will be held on **9 October 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 28 September 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.