**PREESALL TOWN COUNCIL**

 6 December 2022

Dear Councillor,

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 12 December 2022 at **6.15pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

**Alison May**

**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 14 November and 30 November 2022.

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 Changes to the criteria for the consideration of grant applications

At the November meeting councillors asked that an item be put on the December agenda to revisit the rules on when grant applications are considered as the current twice yearly dates are proving to be too restrictive. Councillors are asked to determine how they wish to proceed.

6 Exclusion of the press and public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960, the council may resolve to exclude the press and public to discuss a staffing matter and a grant application from an individual.

7 Planning applications

Councillors are asked to note that no applications have been received.

8 Reports from committees and working groups

**i) Finance committee**

Councillors are asked **to note** that the finance committee will meet prior to the meeting to approve this month’s expenditure.

**ii) Civic Events committee**

Councillors are asked **to note** that the civic events committee met on 16 November. The next meeting of the committee will take place in the new year – date to be confirmed.

**iii) Personnel committee**

Councillors are asked **to note** that the personnel committee met on 16 November. The next meeting of the committee will take place on 14 December.

**iv) Committee attendance**

The council’s committees are made up of between four and six councillors with a requirement that a minimum of three people attend. When councillors fail to give notice of their non-attendance or do so only at the last minute, they risk meetings being inquorate and other councillors being inconvenienced. Cllr Woods would like to suggest that standing orders are amended so that where a councillor fails to attend three meetings they are automatically removed from that committee and cannot return within a set timeframe. It is also requested that apologies should be provided to the clerk by 10.00am on the day of the meeting.

9 Telescope

The non-fee telescope authorised for purchase at minute 103(12) of the October meeting has now been delivered. Unfortunately, the public funding of £1,000 to £1,200 announced as being available to the council at the September and October meetings is not in place, therefore the council has paid in full for the telescope. A special motion in accordance with Standing Order 7a has been submitted to the clerk as proper officer. The council is now asked to decide on a different location from that in September’s minutes for the siting of the telescope. This will enable the clerk to obtain the necessary permissions.

10 Public bench ownership

Wyre and Lancashire County Councils have agreed to Preesall Town Council taking over responsibility for all the benches within the parish. A number of these benches have repeatedly been referred to their previous owners as being a health and safety risk. Some are potentially repairable, others are not. Councillors are asked **to allocate** a budget for the repair, replacement and maintenance of the benches and **to agree** a course of action until full funding is in place.

11 Green canopy initiative

Cllrs Orme and Johnson would like to ask councillors to consider spending a little from Preesall Town Council’s green agenda budget. Councillors may already be aware that Wyre is intending to plant more trees on the park in the near future, however, the trees to be planted are likely to be whips, which will take about a decade to mature to anything that will change the landscape. Councillors may also be aware that three semi-mature trees were lost recently through vandalism. These would normally be replaced by the Friends group but it is not currently able to fund more replacements this year.

Councillors are asked **to approve** funding the replacement of the three trees and in addition, to fund the purchase of up to five more. These could be planted within the Wyre whips in order to create more of an impact sooner. Eight trees at circa £40-50 each would give a maximum total spend of £400.

Secondly, councillors are asked to support a project to provide nature information on the park in the form of QR codes. Costs to further this project are not known but are not envisaged to be high. Wyre officers are interested in the project and have suggested liaison with the countryside rangers.

Councillors are asked to consider providing ‘seed’ funds to get this project off the ground in the form of £400 being set aside and ringfenced, with permission for Cllrs Orme and Johnson to take this project forward.

12 Projects for 2023/2024

The second draft of the budget for next year has been **emailed**, along with a budget report and supporting documents from Alpha. The changes from the first draft are based on the resolutions made at the November meeting.

The council should be aware that there are still a number of unknowns and variables. At the January meeting there is a requirement for the final budget to be signed off. This is the final chance for any significant changes to the proposed budget. Councillors are asked **to approve the draft version of the budget as presented and** **to suggest any final amendments.**

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

13 Reports from subject leads and outside body representatives

No written reports have been received. **URGENT ITEMS ONLY**

14 Verbal reports from Wyre councillors

Wyre councillors will report any items relevant to the area. **URGENT ITEMS ONLY**

15 Clerk’s report

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

16 Mayor’s report

An opportunity for the Mayor to report on events and activities. **URGENT ITEMS ONLY**

17 Questions to councillors

An opportunity for any councillor to ask a question of another councillor. **URGENT ITEMS ONLY**

18 Items for next agenda

The next meeting will be held on **9 January 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 December** 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.