



PREESALL TOWN COUNCIL

3 September 2020

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 14 September 2020 at **7.00pm** via Zoom video conference.

A handwritten signature in black ink, appearing to read 'A. May', is enclosed in a light blue rectangular box.

Alison May
Clerk to the Council

This meeting may be recorded by the council, members of the public or the press.

Prior to the start of the meeting the chairman 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 chairman of the meeting know.

"The chair of the meeting has the discretion to terminate or suspend filming or recording, if in his 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 meeting of full council**
Councillors are asked to approve as a correct record the minutes of the meeting held on 10 August 2020.
- 4 Minutes of the council's committees**
Councillors are asked **to note** the agreed minutes of the following committees:
Finance – 11 June 2020
- 5 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. **Matters requiring a council decision or support must be included as a specific agenda item.** At the conclusion of the public session the Mayor will ask councillors **to agree** to reconvene the meeting.
- 6 Planning**
Application Number: 20/00634/REMAJ
Proposal: Reserved matters application for the erection of 42 affordable residential dwellings (following outline application 16/00010/OUTMAJ)
Location: Land Off Rosemount Ave Preesall Lancashire

Application Number: 20/00727/FUL
Proposal: Single-storey rear extension
Location: Beech Lodge 217 Pilling Lane Preesall Poulton-Le-Fylde Lancashire

Application Number: 20/00786/FUL
Proposal: Change of use from agricultural to domestic curtilage, demolition of existing agricultural buildings and erection of granny annexe, garage and stabling
Location: Braemar Rosslyn Avenue Preesall Lancashire FY6 0HE

Application Number: 20/00789/FUL
Proposal: Removal of existing garage and proposed single storey rear extension
Location: 16 Elmwood Avenue Preesall Poulton-Le-Fylde Lancashire FY6 0ED
- 7 Finance**
Councillors are asked:

	Amount
a) To note receipts in August.	
RBS current account	Nil
Unity account (parish champion grant)	400.00

b) To approve the following payments:		Payment type	Amount
Payroll	BACS0025; 0026		1950.80
Clerk's expenses on behalf of council	BACS0027		277.21
Smith of Derby (Inv.00001150950)	BACS0028		180.00
848 Services Ltd (INV.10302)	BACS0029		9.48
PRS Ltd (Inv.21982)	BACS0030		84.00
Thornton Facilities Management Ltd (Inv.30086)	BACS0031		11.05

c) To note the following payments by direct debit	Amount
Easy Web Sites (hosting fee, SSL certificate)	46.80
O2 (mobile phone contract)	10.94
LCC (contributions)	581.37
LCC (deficit)	50.00
Unity Bank 4 June to 3 Sept charges	18.00

d) To note the statement of accounts	
CB1 RBS	99663.61
CB2 HTB Bond issue 39	40623.44
CB3 IB	Nil
CB4 UNITY	45221.32
CB5 HTB Easy access	1.00

e) To note BACS0024 on 26 August of £5000 to Hampshire Trust Bank as per August agenda item 7ii.

f) To note that Wyre Council has confirmed deletion of cheque 300019 in respect of the licence fee for use of the playing field on VE Day 75. Monies to be reallocated to the account.

8 Committees and working groups

i) Finance committee

The committee met on 7 September.

The finance committee had been asked by the civic events committee to support:

a) the virement of £538 from general reserves to fill the gap between budget available and the purchase of the noticeboard and make this recommendation to full council. It was resolved to provide this support and council is now asked **to approve** the virement.

b) the allocation of the £1,000 unused VE Day 75 budget to the civic events committee for other civic events projects. It was resolved to provide this support and council is now asked **to approve** the allocation.

9 Review of policies, procedures and plans

i) Freedom of Information policy

The council is required to comply with the Freedom of Information Act and holds a policy to inform members of the public of when and how to make a request for information and how the request will be dealt with. The current policy was adopted by the council on 12 September 2016 and is to be reviewed annually. Councillors are now asked to readopt the policy (**enclosed**), which has been reviewed and amended to reflect the re-adoption of the Model Publication Scheme.

- 10 Government's planning consultation – paperwork provided by NALC**
At the August meeting of the council the clerk made councillors aware of the Ministry of Housing, Communities and Local Government's three consultations on reform of the planning system and the provision by NALC of briefings corresponding to each consultation. NALC has asked that all parish councils respond to NALC on this very important issue.

Changes to the current planning system (NALC deadline for responses 17 September)

PC10-20 | CHANGES TO THE CURRENT PLANNING SYSTEM – 35 questions to be answered. (**enclosed**).

Planning for the future - the planning white paper (NALC deadline for responses 15 October)

PC11-20 | WHITE PAPER: PLANNING FOR THE FUTURE. Response to be made to NALC by 16 October 2020 (**enclosed**). 26 questions to be answered.

Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16 October)

PC12-20 | TRANSPARENCY AND COMPETITION: DATA AND LAND CONTROL (**enclosed**). 25 questions to be answered.

Councillors are asked **to scrutinise** the documentation and come to the meeting prepared **to answer** the questions detailed in the briefing documents.

- 11 Projects for 2021/2022**
The first draft budget for 2021/2022 will be considered at the November meeting; the costs of projects that councillors might wish to undertake need to be calculated by the end of October at the latest. Councillors are therefore asked **to put forward ideas** for projects to be funded from next year's budget. Ideas can be raised up to and including the October meeting.
- 12 Training**
Last month councillors were made aware of a talk on rebuilding sustainable communities being made available via NALC on 28 September from 12.00 to 13.00. This will be an opportunity to hear from sector experts and experienced councillors on how to rebuild greener and more sustainable communities. The cost of the session is £30 per person. Cllr Orme would like to ask whether any councillor wishes to attend and for the council to approve payment of the fee.
- 13 Esplanade shelters**
The two seafront shelters are iconic features of the Knott End seafront, serving visitors and locals alike. The cleaning and maintenance regimes carried out over the years by other authorities have left much to be desired. Cllr Orme would like councillors **to agree** to this council pursuing the relevant authorities in order for Preesall Town Council to acquire ownership of said shelters in order to preserve them for the future and ensure they are an asset we can be proud of.
- 14 Equality & Inclusivity**
As a council, we need to ensure that throughout all our internal and external communications we demonstrate our commitment to inclusivity and equality. Councillors are asked to consider if they feel it would be beneficial for a formal

training session to be arranged with a suitable external provider for all councillors and staff to attend and if so **to authorise** the clerk/personnel committee to investigate options for this.

15 Santa's village tour

The community Christmas events committee is planning a Santa sleigh tour around Preesall and Knott End to provide some well needed festive cheer. Councillors are asked to support this by providing funding to enable Santa and the elves to hand out sweets as they tour the streets and ensure the sleigh is decorated and adequately insured. A sum of £250 would help to bring some special cheer to all residents and in particular to our children who may be facing a very different kind of Christmas.

16 Barton Square Clock repair

As a result of last month's site visit to investigate why the millennium clock isn't working, and to possibly install a new battery, it was discovered that the clock was running but showing the incorrect time. After further investigation it was found that the battery back-up has lost its charge and the internal memory of the controller has failed, disabling the auto-restart correction function.

To resolve these issues, the company would need to replace the controller circuit board and back-up battery, the cost of which would be £784 plus VAT. Councillors are asked **to determine** how they wish to proceed.

ITEMS 17 to 21 and ARE FOR INFORMATION ONLY

17 Reports from subject leads and outside body representatives

Co-op - Cllr J Cropper, Cllr Woodhouse
Best Kept Village - Cllr A Cropper; Cllr Orme
FOKEL - Cllr Woodhouse
Gala - Cllr Burn, Cllr Tarpey-Black
KE light railway - Cllr A Cropper
Halite/Brine watch - Cllr Johnson
Health (all aspects) - Cllr Tarpey-Black, Cllr Johnson
Highways - Cllr Patrick
Housing - Cllr Nicholls; Cllr Williams
Lancashire Association of Local Councils (Wyre Area Committee) – Cllr Orme, Cllr Burn (all councillors have a right to attend)
Over Wyre Parishes joint meeting – Cllr Burn
Preesall Youth and Community Association – Cllr Johnson
Planning Ambassador - Cllr Burn, Cllr Patrick
Tourism - Cllr Johnson
Wyre Flood Forum - Cllr A Cropper, Cllr Johnson
Wyre In Bloom - Cllr J Cropper
Christmas Community Events committee - Cllr Woods
Youth - Cllr Patrick; Cllr Tarpey-Black

18 Verbal reports from Wyre councillors

Wyre councillors will report on any items relevant to the area.

19 Clerk's report

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

20 Mayor's report

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

21 Questions to councillors

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

22 Exclusion of press and public

2020/21 Pay award and expenses

Exclusion of press and public - pursuant to s1(2) and 1(3) of the Public Bodies (Admissions to Meetings) Act 1960, the council may resolve to exclude the press and public to:

Discuss employment matters – staff.

23 Items for next agenda

The next meeting will be held on 12 October 2020 at 7.00pm - 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 1 October 2020** 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.