



PREESALL TOWN COUNCIL

**Minutes of the meeting of the Town Council held
on Monday 17 April 2023 at 7.00pm at Preesall and
Knott End Youth and Community Centre**

Present: Cllrs T Johnson (Deputy Mayor), R.Drobny, D.Irvine, J.Lewin, P.Orme, K.Woods.

287.1 Apologies

Received from Cllr K. Shepherd.

Absent without apology: Cllr S Rossall.

288.2 Declarations of interests and dispensations

Cllr T Johnson, union interests.

289.3 Minutes of the last meetings

Councillors **resolved** to approve as a correct record the minutes, as presented, of the meetings held on 20, 21 and 25 March 2023.

290.4 Public participation

Councillors **resolved** to adjourn the meeting to allow non-councillors to speak.

- It was asked whether progress had been made regarding the installation of chicanes at Preesall Park entrance. In response: as the path is now a public right of way it is being progressed by LCC.
- It was asked what action could be taken regarding speeding on Beechfield Avenue when speed cameras were being placed elsewhere. In response: it was suggested that the member of the public could join the community speedwatch group.
- It was asked whether any further enquiries had been made regarding lighting powered by dog waste. In response: Cllr Orme said he would look for pricing but didn't think it would be cheap and he would raise the matter with Wyre Council.
- It was asked whether anything could be done about the overhanging hedge at the corner of Pilling Lane and Rosemount Avenue as it makes exiting the junction difficult. In response: Cllr Orme said that he would raise it with Wyre Council.

At the conclusion of the public session councillors **resolved** to reconvene the meeting.

291.5 Councillor positions

Councillors **noted** the resignation on 6 April of Cllr Jepson and that there will not be a contested election for either of the two wards on Preesall Town Council on 4 May 2023.

292.6 Reports from committees and working groups

i) Finance committee

Councillors **noted** that the finance committee had met on 8 March and that the monthly finances had been approved.

ii) Civic Events committee

Councillors **noted** that the civic events committee had met on 8 March and that the meeting scheduled for the morning of 17 April had been cancelled. Arrangements for the teddy bear's picnic on 1 May were progressing well. Cllr Woods updated councillors as to the confirmed events/catering present on the day.

iii) Personnel committee

Councillors **noted** that no meetings of the committee have been arranged, however, as the new clerk is now in place it was anticipated that a meeting would be held soon.

293.7 Finance

a) Payments

Councillors **noted** that the finance committee had met on the morning of 17 April and had **resolved** (proposed PO seconded JL) to:

- i) approve the monthly expenditure.
- ii) conduct the quarter 4 review of budget expenditure, inspected the quarter 4 documentation and approved the accuracy of the financial reporting within the four active cashbooks.

The remaining balances for year-end are:

Cashbook 1 - £82,786.33

Cashbook 2 - £40,745.48

Cashbook 3 - £nil

Cashbook 4 - £57,239.71

Cashbook 5 - £10,010.12

- iii) approve the budget monitoring having concluded that there was no requirement for a virement of funds. Overspends within individual account codes were accounted for and contained within an overall underspend in each budget heading.

Councillors **resolved** (proposed PO seconded JL) to approve the dates for the period of the exercise of public rights as being 19 June to 28 July 2023.

b) Year end 2022/23 Budget Outturn and Annual Governance and Accountability Return

Councillors **noted** that the finance committee will meet prior to the June monthly

meeting to:

- i) consider sections 1 and 2 of the Annual Governance and Accountability return and make recommendations to council regarding the audit paperwork. Sections 1 and 2 have already been populated and a final recommendation will be made to full council regarding approval of the paperwork once the audit has been completed.
- ii) the internal audit will be carried out in May and the auditor's report will be presented for approval by full council at the June meeting.
- iii) full council will need to authorise the Return in June in readiness for its submission to the external auditor – PKF Littlejohn.

294.8 Bus/ ferry shelters

Resolved: (proposed RD seconded KW) that the issue of pursuing David Ogilvie Ltd for quotes for replacement bus/ferry shelters is put in the hands of the newly appointed clerk with assistance from the locum clerk in order for a speedy resolution.

295.9 Coronation coins

Resolved: (proposed RD seconded PO) to approve the presented design and a budget of £1,200 from the community sundry expenses budget to purchase the requisite number of medals to be presented by the council to the young people of the villages. The clerk to be provided with a final figure of the numbers to be ordered.

296.10 Past minutes

Resolved: (proposed TJ seconded RD) to bring this item back to a subsequent meeting once a response has been received from Lancashire Archives and the ICO as to current practice for maintaining confidentiality surrounding councillors' signatures on the signed minutes.

297.11 Plantsman

Resolved: (proposed PO seconded JL) for the clerk to approach the plantsman at Stalmine to see if he would be willing to become the self-employed plantsman at Preesall for five hours per week.

If he doesn't want the job the personnel committee to make arrangements for advertising it locally.

298.12 Civility and respect

Resolved: (proposed PO seconded TJ) that the recruitment manual step by step guide (2022) be adopted by the council into its policy and procedures; approval was also given for any other documents relating to civility and respect to be approved automatically as council documents/procedures, subject to advice from the clerk.

299.13 King's Coronation seats

Resolved: (proposed RD seconded PO) to purchase one coronation bench from David Ogilvie Engineering. The clerk to investigate whether a different background and a different seat arrangement can be accommodated and for this to be brought back to the May meeting.

300.14 Grant application

Resolved: (proposed PO seconded TJ) to make a grant award of £250 to FOKEL on the condition that if FOKEL no longer exists the Lego bricks are returned to the council for distribution.

Resolved: (proposed PO seconded RD) to make a grant of £250 to the Over Wyre Community Choir for sheet music and for it to be made clear that evidence of match funding would be needed for any further requests. The choir to be advised that the county councillor also holds a member's grant fund that could be approached.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

301.15 Reports from subject leads and outside body representatives

No written reports were received.

Cllr Johnson reported that he had attended a training course hosted by Wyre's LEON group and had learnt the importance of event management and the many pitfalls.

Cllr Orme and Cllr Lewin will be taking forward the application for the Best Kept Village entry.

302.16 Verbal reports from Wyre councillors

The issue of seasonal rat problems was raised. Cllr Orme explained that Wyre had visited the area and rubbish had been cleared. Unfortunately there tends to be a regular turn-over of tenants and the alley ways are used to dump unwanted items. It was advised that Wyre has a contract with an exterminator whose services can be purchased at a discount price.

Cllr Johnson reported that he will be taking forward the beautification of the alleyways in Knott End centre.

Cllr Johnson asked when the electric vehicle charging points will go live and was informed that Wyre was still working with the electricity supplier – Cllr Orme to make enquiries at Wyre.

303.17 Clerk's report

Councillors noted the information contained in the clerk's report:

Appointment of new clerk

The new clerk, Andrea Kay, took up post on 3 April and is currently undertaking induction training with the locum clerk.

PROW and biodiversity payments

The payments from SLCC have now been received. Councillors will need to establish a suitable project for the £300 biodiversity grant.

Arrangements for Civic Sunday 2023

Cllr Lewin confirmed that Civic Sunday will take place on 23 July.

Cllr Lewin informed Cllr Woods that the new social prescriber at Wyre had identified individuals who would be able to carry out light work on raised beds and asked who

the In Bloom contact would be. Cllr Woods advised her to contact Yvonne McCann.

304.18 Mayor's report

No report.

305.19 Questions to councillors

Cllr Woods asked if the self-watering hanging basket planters could be returned and sold. It was explained that these are council assets and plans are in place for them to be repurposed in Preesall and Knott End.

306.20 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 **resolved** to exclude the press and public to discuss a staffing matter. At the conclusion of the discussion the council **resolved** to reopen the meeting to the press and public.

307.21 Items for next agenda

The next full council meeting will be held on **15 May 2023** - councillors were asked to raise matters to be included on the agenda and provide updates from working groups by notifying the clerk **in writing by Thursday 4 May 2023** at the latest. Councillors were also asked to note earlier start time of 6.00pm as Mayor making/AGM will follow immediately afterwards.