



PREESALL TOWN COUNCIL

5 October 2021

Dear Councillor

You are hereby summoned to attend a meeting of Preesall Town Council on Monday 11 October 2021 at **7.00pm** at Preesall Youth and Community Centre, Lancaster Road, Preesall.

A handwritten signature in black ink, appearing to read 'A. May', on a light blue rectangular background.

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 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 last meeting

Councillors are asked to approve as a correct record the minutes of the meetings held on 13 September (enclosed).

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 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

Application number: 21/01107/FUL

Proposal: Change of use of land to form additional domestic curtilage in association with existing dwelling for the siting of mobile home annexe

Location: Flight View Pilling Lane Preesall Lancashire FY6 0JX

6 Finance

- i) Councillors are asked **to note** that the finance committee will meet prior to the meeting to approve this month's expenditure.
- ii) Appointment of councillors to the finance committee. There are currently two vacancies on the finance committee, councillors are asked **to consider** who will be appointed.

7 Reports from committees and working groups

Legacy working group:

The solicitors representing the estate of Mr Foster have asked for a meeting to discuss potential legacy projects.

The following potential projects are currently under discussion by the working group:

1. Bandstand/Performance area on land behind Jubilee gardens - Cllr Johnson leading.
2. Car parking site - initial enquiries to utilise/buy some of the land from the Methodist Church are not positive but further enquiries will be made by Cllr Orme. Enquiries also being made regarding land at BT Exchange. The suggestion would be for parking to be free with electric charging points.
3. Donation to the Gala committee to be used to fund supporting bands for 10 years.
4. Ferry Shelter - provide a new shelter including information boards - Cllr Orme leading.
5. Binoculars/telescopes in strategic locations along esplanade - Cllr Patrick investigating options.
6. Jazz festival (May time ish) Cllr Johnson is investigating the idea of organising a jazz festival.

7. Designated 'pot' of money for the Council to utilise as it deemed appropriate.

Councillors are asked **to consider** giving approval for these to be presented to the solicitor as suitable projects for the legacy.

Councillors are also asked **to note** there have been initial discussions with Harold Elletson regarding availability of land for the bandstand. There are discussions taking place with Harold and the KE Railway enthusiasts and Harold is keen to work with them and us to develop some of his land, including that behind Jubilee Gardens. Plans include a possible station, carparking, play area and allotments. There would need to be a formal agreement for long term lease and/or other financial arrangements but the possible development of the bandstand/performance area would not be dependent on progress by the KE Railway group.

8 Review of 2021/2022 budgeted projects

As part of the 2021/22 budget councillors set aside funds for specific projects. Some projects have been or are being completed but there are questions relating to other projects and councillors are asked to determine how they wish to proceed. A list of current projects is **enclosed**.

9 Projects for 2022/2023

The draft budget for 2022/2023 will initially be considered at the November meeting, so 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.

10 Quotation for flagging at war memorial

A quotation of £700 has been received from the installer who completed the work adjacent to the flagpole. This price is to flag the area opposite the flagpole in readiness for the siting of a bench and the display board and carry out repair works to the steps. This is well within the allocated budget of £2,500 for this project. Councillors are asked **to give the go-ahead** for the works.

11 Councillor vacancy

Councillors are asked **to note** that the clerk will provide a verbal update as to the number of applications received for the vacancy. Interviews will be held from 7.00pm at the Youth and Community Centre on Monday 18 October.

12 Jigsaw Homes issues

At the September meeting of the council it was agreed that an item be placed on the October agenda for councillors to consider whether a letter should be sent to the housing ombudsman detailing the council's concerns. It was also suggested that a Freedom of Information request be sent to the police asking how many complaints have been made to them regarding Willows Close.

Councillors are asked **to determine** how they wish to proceed.

13 Documents for review

i) *Star award policy* – councillors are asked to approve the existing policy (**enclosed**), which has been reviewed with no recommendations for amendments.

ii) 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 in September 2020 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.

14 Parish and Town Councils Survey 2021

This year's conference will be held on Saturday 13 November at County Hall between 9.45 and 14.00 with a theme of 'Working Better Together'. A survey is being made prior to the conference to capture views that will help the delivery and improvement of services. Councillors are asked **to consider** completing the questionnaire for this survey, details of which can be found by clicking on the link [here](#). All responses will be handled confidentially, in compliance with the Information Governance Policy, and survey results anonymised.

Formal invitations for the Parish and Town Council Conference will be sent out shortly, with a maximum of two representatives from each parish and town council at the conference. Councillors are asked **to determine** whether anyone will attend from Preesall Town Council.

15 Bus service funding

Lancashire County Council is working closely with bus operators to prepare for a major change in the way buses are funded and organised following the government's launch of the National Bus Strategy, Bus Back Better, in March 2021. Councillors are asked **to consider** completing the survey. (**Details are enclosed**).

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

16 Reports from subject leads and outside body representatives

17 Verbal reports from Wyre Councillors

Wyre Councillors will report any items relevant to the area.

18 Clerk's report

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

19 Mayor's report

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

20 Questions to councillors

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

21 Green paper – query from member of the 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 items pertaining to members of the public. Details of the letter are **enclosed**. Councillors are asked **to suggest** a response.

22 Items for next agenda

The next meeting will be held on 8 November 2021 - 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 October** 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.