



# KIRKHAM

## TOWN COUNCIL

The Community Centre  
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Kirkham  
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**MEMBERS OF THE COUNCIL ARE SUMMONED TO A MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 10 JANUARY 2023 AT 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS**

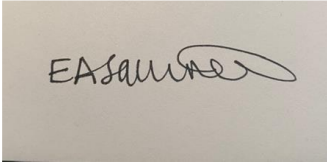
|   |                       |                       |
|---|-----------------------|-----------------------|
| <b>Kirkham Juniors Football Club</b>            | <b>6.00 - 6.15 pm</b> | <b>Glenn Wallis</b>   |
| <b>Kirkham Live 6.15-6.30 pm</b>                | <b>6.15 - 6.30 pm</b> | <b>Mr. Sutcliffe</b>  |
| <b>Fylde Council to discuss Kirkham Futures</b> | <b>6.30 - 7.00 pm</b> | <b>Melissa Thorpe</b> |

### AGENDA

|          | Description   | Action   |
|----------|---|--|
| 23/01/01 | <b>Apologies for Absence</b><br><i>To accept apologies for absence.</i>   | <b>Mayor</b>                                   |
| 23/01/02 | <b>Declarations of Interest</b><br><i>To receive any declarations of interest in an Agenda item. Members are reminded that in accordance with Section 94 of the Local Government Act, 1972, and the Council's Standing Orders, any direct or pecuniary or other interest should be declared.</i>  | <b>Mayor</b>                                   |
| 23/01/03 | <b>Minutes of the Previous Meeting</b> <ul style="list-style-type: none"> <li>• To accept as a correct record the Minutes of the meeting of the Town Council held on 8 November 2022.</li> <li>• Note: No meeting held in December 2022</li> </ul>  | <b>Mayor</b>                                   |
| 23/01/04 | <b>Matters Arising</b> <ul style="list-style-type: none"> <li>i. Eradication of Moles on WSH (22/11/04)</li> <li>ii. Trees (22/11/04)</li> <li>iii. Underpayment Facilities Administrator (22/11/05) - Paid</li> <li>iv. Lighting (22/11/05)</li> <li>v. St. Michaels Graveyard – Insurance Claim (22/11/06) – Claim being processed</li> <li>vi. St. George’s Park Pond (22/11/06) – Signage has sunk</li> <li>vii. Community Payback Project (22/11/06)</li> <li>viii. Planning 22/0737 (22/11/07)</li> <li>ix. Planning Amendment of Decisions (22/11/07)</li> <li>x. Bank Transfer (22/11/08) - Actioned</li> <li>xi. Room Hire (22/11/09)</li> </ul> | <b>Brief update provided by the Town Clerk</b> |

|                 | <b>Description</b>  | <b>Action</b>   |
|-----------------|---|---|
| <b>23/01/05</b> | <b>Mayors Announcements</b> <ul style="list-style-type: none"> <li>i. Siting of Contractor Portacabins</li> <li>ii. Kirkham Futures - Colour scheme for Heritage Work</li> <li>iii. Road Safety</li> <li>iv. Warm Spaces</li> <li>v. Room Costs</li> <li>vi. 2023/24 Precept</li> </ul>   | <b>Mayor</b><br><b>Town Clerk</b><br><b>Cllr. Jones</b><br><b>Town Clerk</b><br><b>Cllr. Buckley/Town Clerk</b>   |
| <b>23/01/06</b> | <b>Leisure Parks and Open Spaces</b> <ul style="list-style-type: none"> <li>i. Remembrance Sunday Feedback</li> <li>ii. Blessing of the Crib Feedback</li> <li>iii. New Homes Bonus – The Close Park</li> <li>iv. The Ginnel, adjoining Poulton Street</li> <li>v. Re-siting of Market Square Conifer and Benches</li> <li>vi. Wyre Avenue</li> <li>vii. Gritting</li> <li>viii. South View Flooding</li> </ul> | <b>Town Clerk</b><br><b>Town Clerk</b><br><b>Cllr. Buckley</b><br><b>Cllr. Buckley</b><br><b>Town Clerk</b><br><b>Town Clerk</b><br><b>Cllr. Hopkinson</b><br><b>Cllr. Jones/Town Clerk</b> |
| <b>23/01/07</b> | <b>Staffing</b><br>Contracts  | <b>Cllr. Jones</b>  |
| <b>23/01/08</b> | <b>Planning</b><br>Refer to <b>Appendix A</b> for full listing  | <b>Town Clerk</b>   |
| <b>23/01/09</b> | <b>Finances</b><br>Refer to <b>Appendix B</b> for detail <ul style="list-style-type: none"> <li>i. To agreed payment of invoices</li> <li>ii. Presentation of bank balances as at 5 January 2023</li> </ul>   | <b>Town Clerk</b>   |
| <b>23/01/10</b> | <b>Bookings</b><br>General update   | <b>Town Clerk</b>   |
| <b>23/01/11</b> | <b>Policing Matters</b><br>Refer to <b>Appendix C</b> for detail  |   |
| <b>23/01/12</b> | <b>Time and date of next meeting is 14 February 2023 @ 7.00 PM</b>  |   |

**Signed**

A rectangular area containing a handwritten signature in black ink. The signature appears to be "EASQUIRES" followed by a stylized flourish.

**Elizabeth Squires  
Town Clerk**

## APPENDIX A: Agenda Item 23/01/08 PLANNING

Note lighter font previously shared with Councillors but not formally reported

### Applications Received

| Application No. | Date        | Location   | Proposal  |
|-----------------|-------------|--|---|
| 22/0644         | 15 Nov 2022 | 10A Station Road<br>Kirkham<br>PR4 2AS                     | Change of use and alteration of existing two storey detached store to office (Use Class E(G)(I)), including replacement of ground and first floor door openings to front elevation with windows and door, rebuilding of single storey structure to rear.  |
| 22/0851         | 18 Nov 2022 | HM Prison Kirkham<br>Freckleton Road<br>Kirkham<br>PR4 2RN | Erection of new storage building and sub-station.   |
| 22/0816         | 21 Nov 2022 | Land to rear of<br>9 Manor Drive<br>Kirkham<br>PR4 2ZN     | Outline application for the erection of 1 no. detached dwelling (access, layout and scale applied for with all other matters reserved).   |
| 22/0862         | 22 Nov 2022 | The Homestead<br>Ribby Road<br>Kirkham<br>PR4 2BE          | Certificate of lawfulness application for confirmation that a lawful start has been made on the development in accordance with condition 2 of planning permission 16/0050.  |
| 22/0340         | 23 Nov 2022 | 36A Poulton Street<br>Kirkham<br>PR4 1AH                   | Change of use of land and creation of an outdoor bar facility associated with operation of existing drinking establishment including: <ol style="list-style-type: none"> <li>1. Construction of a building containing a bar, cellar and micro-brewery.</li> <li>2. External seating area.</li> <li>3. Removal of existing fencing to north and eastern boundaries and replacement with an arched gated entrance and timber planters.</li> </ol> |
| 22/0865         | 24 Nov 2022 | 11 Crofts Close<br>Kirkham<br>PR4 2YH                      | Single storey rear extension, first floor extension to front.   |
| 22/0872         | 24 Nov 2022 | 12 Wyre Avenue<br>Kirkham<br>PR4 2YE                       | Single storey rear extension and window insertion to side elevation of main dwelling.<br>Cllr. Buckley has declared an interest in this application.  |
| 22/0693         | 28 Nov 2022 | Nookwood Barn<br>Blackpool Road<br>Kirkham<br>PR4 2RD      | Erection of detached outbuilding to Blackpool Road side of existing dwelling to provide two-bedroomed residential annex to be occupied as incidental accommodation to Nookwood Barn.  |
| 22/817          | 30 Nov 2022 | 8 Freckleton Street<br>Kirkham<br>PR4 2SP                  | Advertisement consent for non-illuminated fascia sign.  |
| 22/0824         | 30 Nov 2022 | Flat 1<br>8 Freckleton Street<br>Kirkham<br>PR4 2SP        | Retrospective application for change of use from residential first floor flat to commercial officer space.  |

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| Application No. | Date        | Location  | Proposal  |
|-----------------|-------------|---|---|
| 22/0827         | 30 Nov 2022 | 8 Freckleton Street<br>Kirkham<br>PR4 2SP                             | Installation of replacement shop front, including removal of bay, windows and roof, and provision of squared bay windows.   |
| 22/0945         | 21 Dec 2022 | 3 Wentworth Court<br>Kirkham<br>PR4 2TR                               | Single storey extension to rear of house/side of garage following demolition of existing conservatory.  |
| 22/0949         | 22 Dec 2022 | Former Girls Charity<br>52-64 Poulton<br>Street<br>Kirkham<br>PR4 1AH | Alterations and extensions to former bank premises associated with use as bar/restaurant, including: <ol style="list-style-type: none"> <li>1. Erection of single storey rear extension following demolition of existing rear extensions and outbuildings.</li> <li>2. Formation of patio area to rear of extensions.</li> <li>3. Installation of lift to rear boundary with Mill Street Car Park to facilitate disabled access and deliveries.</li> </ol>  |
| 22/0950         | 22 Dec 2022 | Former Girls Charity<br>52-64 Poulton<br>Street<br>Kirkham<br>PR4 1AH | Listed building consent for alterations and extensions to former bank premises associated with use as a bar/restaurant, including: <ol style="list-style-type: none"> <li>1. Erection of single storey rear extension following demolition of existing rear extensions and outbuildings.</li> <li>2. Formation of patio area to rear of extensions.</li> <li>3. Installation of lift to rear boundary with Mill Street Car Park to facilitate disabled access and deliveries.</li> <li>4. Internal alterations such as removal of former safe room and formation of glazed entrance lobby.</li> </ol> |

### Decisions Made

| Application No. | Decision and Date | Location   | Proposal  |
|-----------------|-------------------|--|---|
| 22/0653         | 2 Nov 2022        | 79 & 79A Poulton<br>Street<br>Kirkham<br>PR4 2AJ | <ol style="list-style-type: none"> <li>1. Replacement of ground floor door and timber surround to 79A Poulton Street.</li> <li>2. Replacement ground floor shop front to 79 Poulton Street.</li> <li>3. Replacement of 1<sup>st</sup> and 2<sup>nd</sup> floor front elevation windows with timber sliding sash.</li> </ol> |
| 22/0715         | 1 Nov 2022        | 25 Barnfield<br>Kirkham<br>PR4 2BZ               | Extension and alteration to the dwelling: <ol style="list-style-type: none"> <li>1. Formation of front and rear dormers.</li> <li>2. Reduced size of window to first floor side elevation.</li> </ol>   |
| 22/0754         | 18 Nov 2022       | 28 Roman Way<br>Kirkham<br>PR4 2YG               | Work to T25 (Cherry) of TPO 1993 No. Kirkham – either the removal of a diseased form and canopy reduction of the tree, or to fell tree and replace with similar species.  |
| 22/0759         | 21 Nov 2022       | 16 Brookwood Drive<br>Kirkham<br>PR4 2SW         | Single storey rear extension and formation of utility within existing integral garage.  |

**APPENDIX A: Agenda Item 23/01/08 PLANNING**

| <b>Application No.</b> | <b>Decision and Date</b> | <b>Location</b>  | <b>Proposal</b>   |
|------------------------|--------------------------|--|---|
| 22/0789                | 16 Nov 2022              | 2 Stile Close<br>Kirkham<br>PR4 2SF                    | Application for prior notification of single storey rear extension of 4m projection, 3.6m ridge and 2.6m eaves. |
| 22/914                 | 16 Dec 2022              | Tarnbrick Farm<br>Blackpool Road<br>Kirkham<br>PR4 2RE | Consultation on County matter application LCC/2022/0062 erection of storage building.                           |

## APPENDIX B: Agenda Item 23/01/09

### i. To agreed payment of invoices

#### Payments for Authorisation 10 January 2023

| Invoice/ <b>Credit</b> Date | Invoice/ <b>Credit</b> Number | Payee               | Detail                        | Amount<br>£     |
|-----------------------------|-------------------------------|---------------------|-------------------------------|-----------------|
| 01 November 2022            | I0030955                      | Woodys              | MDF & Cold Lay Tarmac         | 87.60           |
| 17 October 2022             | 313561                        | Catchpoint          | Inspect & fix camera issues   | 298.80          |
| 01 December 2022            | 321916                        | Knight Air Products | Hand Towels                   | 35.64           |
| 14 December 2022            | 065PN00112323                 | HMRC                | Q3 2022-23                    | 1,438.34        |
| 19 December 2022            |                               | JDF Home works      | Window cleaning               | 20.00           |
| 19 December 2022            | HM-4965                       | Hallmaster          | Booking system licence        | 265.20          |
| 21 December 2022            | 73291639                      | FBC                 | o/s on invoice                | 10.00           |
| 28 December 2022            | D22 1831                      | Ken Linford         | Gritting during December 2022 | 1,849.81        |
| 31 December 2022            |                               | Grundys             | Sundry items                  | 12.74           |
| 31 December 2022            | 3090                          | K&W Advertiser      | Christmas greetings advert    | 108.00          |
| 05 January 2023             | KTCJanuary                    | MG Payroll Services | Q3 2022-23                    | 52.20           |
|                             |                               |                     |                               | <b>4,178.33</b> |

### ii. Presentation of Bank Balances as at 5 January 2023

| Current Accounts Balance Summary              |     |                                       |                           |                                  |
|---|-----|---------------------------------------|---------------------------|----------------------------------|
| Account ID/ Account Alias                     | Ccy | Balances reported in account currency |                           | Actions                          |
|   |     | Current Balance                       | Current Available Balance |                                  |
| <u>09-02-22 10693324</u><br>CORPORATE CURRENT | GBP | £65,233.87                            | £65,233.87                | <a href="#">Expanded Balance</a> |
| <u>09-02-22 10693308</u><br>BUSINESS RESERVE  | GBP | £231,522.67                           | £231,522.67               | <a href="#">Expanded Balance</a> |
| <u>09-02-22 10693311</u><br>CORPORATE NOTICE  | GBP | £205,615.95                           | £205,615.95               | <a href="#">Expanded Balance</a> |

#### Notes:

- VAT reimbursement for the financial year 2021/22 has now been paid.

POLICE REPORT

December 2022 KIRKHAM



**Lancashire Constabulary**  
police and communities together

| <b>INCIDENTS<br/>Kirkham<br/>WA12/13</b>              | <b>DEC 2022<br/>Number of Incident's</b>   |
|---|--|
| Nuisance/ASB  | <b>ASB log –5 logs including</b> <ul style="list-style-type: none"> <li>• Reports of abusive door callers in Dowbridge</li> <li>• 3 accounts of neighbour disputes</li> </ul>  |
| Criminal Damage                                       | <b>0 damage logs recorded</b>  |
| Theft   | <b>1 theft logs recorded</b> <ul style="list-style-type: none"> <li>• Theft by a person known to the victim in a domestic property</li> </ul>  |
| Assaults  | <b>4 incidents reported including,</b> <ul style="list-style-type: none"> <li>• 1 incident logged in Kirkham School</li> <li>• 2 incidents logged in Kirkham licenced premises</li> </ul>  |
| Road Traffic Incidents                                | <b>7 RTC's Damage Only</b>   |
| Road related offence or disruption (i.e. obstruction) | <b>10 incidents recorded including,</b> <ul style="list-style-type: none"> <li>• Multiple calls regarding flooding of roads</li> <li>• Accounts of farm animals on the highway</li> <li>• Calls regarding potential drink drivers</li> </ul> |
| Burglary  | <b>0 incident recorded</b>   |
|   |  |

**OTHER ACTIVITY**

- Neighbourhood Team patrolled Kirkham retail areas for reassurance during the festive season.
- Successful, **In The Know** sign up events took place in Morrisons on multiple dates over December.
- NHP attended Kirkham Light Switch On.
- Kirkham NHP organised Christmas Dinner for the Kirkham Companions Loneliness project.
- NHP Community Surgery took place at Kirkham Library.
- NHP ran drink driving stop checks on Station Road.