



### MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 8 NOVEMBER 2022, 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM

Elaine Silverwood	Chair
James Cameron	Councillor (Cllr.)
Elizabeth Oades	Cllr.
Chris Hopkinson	Cllr.
Damian Buckley	Cllr.
Stuart Jones	Cllr.
Elizabeth Squires (Minutes)	Town Clerk
Megan Vipond	Facilities Administrator

#### 22/11/01 **Apologies for Absence**

No apologies.

#### 22/011/02 **Declarations of Interest**

*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.*

Cllr. Oades: All planning applications and fiscal relating to Kirkham Juniors Football Club.

#### 22/11/03 **Minutes of the Previous Meeting**

*To accept as a correct record the Minutes of the meeting of the Kirkham Town Council held on 11 October 2022.*

Minutes were accepted as a true record except for item 22/10/04 (v), this should read 'the Town Clerk to write to all parties in respect of fracking concerns'.

## 22/11/04 Matters Arising

### (i) Eradication of Moles – Update

A company has been sourced who will deal with the mole problem on William Segar Hodgson Playing Fields. The Councillors agreed that necessary work be undertaken.

**ACTION: The Town Clerk to liaise with company.**

Cllr. Cameron raised concerns about ongoing inspections in respect of the safety of trees.

**ACTION: The Town Clerk to liaise with Parks at Fylde Council to request that safety inspections be undertaken.**

### (ii) Allotments

The Town Clerk reported that the allotment holders had thanked the Council for the provision of wood for fencing. There had been a water leak and this has been repaired by the allotment holders.

## 22/11/05 Mayors Announcements

### (i) Grant Request

The Town Clerk informed the Councillors that a grant of £4,750 had been paid by Fylde Council.

### (ii) Staffing

There has been a shortfall of salary payment to the Facilities Administrator. The Councillors agreed that the value of underpayment be made at the end of November 2022.

**ACTION: The Town Clerk to arrange payment.**

The Town Clerk reported on the resolution of an outstanding staffing matter. This was noted by the Councillors.

### (iii) Street Lighting Columns

The Town Clerk reported that Altitude are in the process of repairing the lighting on the Mill Street and they are also going to closely inspect the lampposts. These may require further attention and painting. Cllr. Oades raised the lamppost that is situated near the United Reform Church and queried that this was fully functional.

**ACTION: The Town Clerk to liaise with Altitude to undertake the necessary repairs.**

### (iv) Remembrance Sunday

Cllr. Silverwood spoke of the forthcoming Remembrance Sunday Service. The Town Clerk confirmed that arrangements were in place with all necessary parties.

## 22/11/06 Leisure Parks and Open Spaces

### (i) Peoples' Park – St. Michael's Church

The Town Clerk reported damage incurred in St. Michael's Churchyard, attributable to a fallen branch from the People's Park. The Councillors agreed that this issue be dealt with through the Town Council's insurers.

**ACTION: The Town Clerk to raise a claim with the insurers to resolve this issue.**

(ii) Wildlife Sign – St. George's Park

A resident has written to the Council to ask that the wildlife sign in the middle of the pond on St. George's Park be re-erected as it was sinking. Cllr. Buckley stated that the Council had sited a new sign and the Councillors agreed that the original sign be removed.

**ACTION: The Town Clerk to request Parks to remove the sign in the pond.**

(iii) Cycle Access Memorial Park

A resident request for cyclist access through the Memorial Park was not approved.

(iv) Christmas Trees, Blessing of the Crib and Christmas Lights

The Facilities Administrator informed the meeting that the Christmas trees had been ordered and a contractor had been instructed to erect the Christmas lights.

The Councillors agreed that the Blessing of the Crib be Tuesday 6 December 2022.

(v) Community Payback Project

The Councillors agreed that the Community Payback Projects could be put to use in a number of areas across the town.

**ACTION: The Town Clerk to liaise with relevant parties outlining the duties required.**

(vi) Glebe House

The Town Clerk advised that the ongoing issue of overgrowth from Glebe House, a property adjoining the allotments has been resolved.

**22/11/07**

## **Planning**

Planning details were added to the Kirkham Town Council meeting agenda. These continue to be forwarded to the Councillors as they arrive.

## **Applications**

No objection was raised to 22/0763, 22/0766, 22/0759, 22/0782, 22/0792 and 22/0644.

**ACTION: The Town Clerk to inform Planning at Fylde Council of the Council's agreement to the applications with the exception of 22/0737 (incorrectly reported as a decision). In respect of 22/0737 the Town Clerk to report not agreed to Planning at Fylde Council.**

## **Decisions**

Decisions made by Fylde Council were noted by the Council. There were four applications that were still at application stage, incorrectly reported as decisions, 22/0644, 22/0782, 22/0737 and 22/0789.

**ACTION: The Town Clerk to remove the four decisions reported in error.**

**22/11/08 Finances**

(i) Payment of Invoices

The Council approved payment of all invoices noted at Appendix A.

All invoices were approved for payment. Three additional invoices were presented for payment, having been received after the agenda had been issued, these were also approved.

(ii) Bank Balances as at 3 November 2022

The Councillors noted the bank balances as at 3 November 2022 and requested that the value of the pending HMRC VAT reimbursement circa. £45,000 be transferred from the Business Reserve Account to the Corporate Current Account. This to be transferred back to the Business Reserve Account when it has been paid by HMRC.

**ACTION: The Town Clerk to make the transfer between bank accounts.**

**22/11/09 Bookings**

(i) General Update

The Facilities Administrator provided an update on bookings in both the Community Centre and William Segar Hodgson Pavillion. A 50% occupancy was reported.

**ACTION: The Facilities Administrator to continue to publicise the availability of rooms for hire.**

**22/11/10 Policing Matters**

(i) Reports from the Police

The Police report was noted.

**ACTION:**

**22/11/11 Time and Date for Next Meeting**

Tuesday 13 December 2022 at 7.00 pm

**Signed:**

**Date:**

**Elizabeth Squires  
Town Clerk**