



### MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 12 JULY 2022, 7PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM

Elaine Silverwood	Chair
James Cameron	Councillor (Cllr.)
Elizabeth Oades	Cllr.
Damian Buckley	Cllr.
Stewart Jones	Cllr.
Elizabeth Squires (Minutes)	Town Clerk

**22/07/01 Apologies for Absence**

Apologies were received from Cllr. Hopkinson.

**22/07/02 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 Kirkham Juniors Football Club. Cllr. Oades will leave the meeting for these items.

Cllr. Silverwood declared an interest in item 22/07/08 Finance, this being a personal and prejudicial interest. Cllr. Silverwood will leave the meeting for this item.

**22/07/03 Minutes of the Previous Meeting**

*To accept as a correct record the Minutes of the meeting of the Kirkham Town Council held on 8 March 2022 and 14 June 2022.*

Both sets of minutes were accepted as a true record.

**22/07/04 Mayors Announcements**

- (i) Park Pre School Banner

Information received and noted that the placement of the banner has already been actioned.

- (ii) Defibrillators

The Kirkham Town Council noted the already purchased defibrillator (awaiting delivery) for William Segar Hodgson, and agreed an additional defibrillator (being



offered with a partial grant of £300) be purchased. The additional defibrillator to be installed at the Community Centre. The power supply to each is recognised as an additional cost.

### **ACTION:**

**The Council approved the purchase of a second defibrillator. The Town Clerk to ensure that an order is placed.**

**Town Clerk to request an electrician to install the William Segar Hodgson defibrillator and to apply for the grant funded defibrillator.**

**Town Clerk to publish on the website when they are in situ.**

### (iii) Changing Places

Cllr. Silverwood updated on the Changing Places grant of £40,000. The grant is for adults with learning disabilities and disabilities. Cllr. Silverwood and the Town Clerk have met with Fylde Council to progress. The terms of the grant state that the disabled facility will need to be within an existing building. If this goes ahead the Council will need to make adjustments to the archive room to accommodate the necessary changes.

### (iv) Utilities

The Town Clerk highlighted that the Council was being charged for two BT lines at William Segar Hodgson. Both the Town Clerk and Cllr. Cameron have dealt with this and the Council await a refund for charges made and previously paid.

### (v) Kirkham Juniors

The Town Clerk provided an update on progress in respect of maintenance at William Segar Hodgson Pavilion and future costing for the hire of pitches. Future pricing options were also discussed.

Cllr. Silverwood informed the Councillors that routine maintenance had to be undertaken at William Segar Hodgson Pavilion. Alternatives were considered for potential usage pre-season. The toilets at the Peoples Park are in need of repair.

Cllr. Oades left the room while the Councillors discussed future costings for pitch hire at William Segar Hodgson Pavilion.

The Councillors agreed that the charge for pitches is for a 40 game 'block booking' for Kirkham Juniors Football Club. Extra games will be charged.



A key has been given to the Council by Kirkham Juniors Football Club for the new lock at the Pavilion.

**ACTION:**

**The Town Clerk to formally write to Kirkham Juniors Football Club outlining the cost for the hire of pitches for the 2022/23 season.**

**The Town Clerk to ensure that the toilet on the Peoples Park be repaired.**

(vi) Toilets

Cllr. Silverwood and Cllr. Oades have been approached as Fylde Councillors to consider if the Kirkham Town Council will take on ownership of the Market Square toilets. This was rejected by the Council.

(vii) Policing

Crime logs have not been provided to Kirkham Town Council. The Councillors were concerned that there was a perceived lack of police presence in Kirkham.

**ACTION: Town Clerk to add Policing Issues to all future agenda and contact Lancashire Constabulary to inform them of concerns raised by the Councillors.**

(viii) Review of the Polling Districts and Polling Places 2022

The Councillors noted the document. Fylde Council will inform Kirkham Town Council of any decisions made.

**22/07/05**

**Staffing**

(i) Contracts re: Lemons Consulting Group Update

No update provided. Councillors discussed the need for staff to have contracts.

**ACTION: Cllr Jones will liaise with Cllr. Hopkinson to ensure that staff contracts are written by end August 2022.**

**22/07/06**

**LPAOS**

(i) Tree Policy

The Town Clerk is in the process of updating the Tree Policy to include areas identified by Fylde Council as good practice.

**ACTION: Town Clerk to update the Tree Policy in line with Fylde Council recommendations and re-submit to the Council prior to publishing.**



### (ii) Tree Requests

The Town Clerk has lodged a number of priority tree requests with Fylde Council and these are being dealt with.

Previous issues in respect of overgrown trees adjoining the allotments from the Manor House are being addressed by the owner of that property.

### (iii) Nesting Boxes

The Scouts have provided nesting boxes in previous years.

**ACTION: Cllr. Jones to liaise with Kirkham Scouts.**

### (iv) Meeting with Parks at Fylde Council

Cllr. Silverwood and the Town Clerk, and representatives from Fylde Council Parks and Coastal Services have met to discuss issues appertaining to Kirkham. Trees were discussed and the also planters. The Council thanked Fylde Council for the work they have done on the floral displays in the Town. Costs continue to rise and the Council need to consider some permanent planting to support annuals. Concerns were raised about vandalism of the floral baskets and tubs. The Council agreed that it needs to be consulted with future charges. Potential overspends against budgeted income need to be reported.

Hours for arbour works have been accrued. There have periods where work has not been undertaken due to Covid-19 and this has led to a backlog of issues. The Council acknowledged that when the immediate issues have been dealt with, regular maintenance by Fylde Council will improve the current situation.

### (v) Millennium Way

Cllr. Oades, reported that the boards to the back of the sculpture on Millennium Way were decaying and that these should be removed.

**ACTION: Town Clerk to ask the Caretaker to remove the boards on Millennium Way.**

**22/07/07**

### **Planning**

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

### **Applications**

22/0454      26 Poulton Street, Kirkham



The Council agreed to this planning application.

22/0497 3 Poulton Street, Kirkham

The Council agreed to this planning application.

21/1120 South Farm, Dowbridge, Kirkham

The Council agreed to approve planning application, subject to adequate parking, 12 spaces.

The Council voted to approve the above applications.

### Decisions

All decisions made by Fylde Council were noted.

#### 22/07/08 Finances

Cllr. Silverwood left the room.

All agreed. Cllr. Silverwood returned to the room.

**ACTION: The Tow Clerk to pay all agreed invoices. Town Clerk to scan invoices and responses to be approved due to the next meeting of the Kirkham Town Council being 13 September 2022.**

#### 22/07/09 Bookings

(i) Family Request for 18<sup>th</sup> Birthday Party

Council charges for room hire was discussed.

Agreed £50 bond for future events. The Stable Bar are responsible for the provision of beverages and they will secure the Community Centre at the end of the evening, scheduled for 10 pm.

(ii) Trilanco

Trilanco will be unable to hire pitches at William Segar Hodgson due to there being no availability.

**ACTION: Town Clerk to inform Trilanco of their decision.**

#### 22/07/10 Contract with Fylde Council



# KIRKHAM

## TOWN COUNCIL

The Community Centre  
Mill Street  
Kirkham  
PR4 2AN  
Tel: 01772 682755

Email: [townclerk@kirkhamcouncil.co.uk](mailto:townclerk@kirkhamcouncil.co.uk)  
[www.kirkhamtowncouncil.co.uk](http://www.kirkhamtowncouncil.co.uk)

Discussed at 22/07/06 (iv).

**22/007/11 Kirkham Public Realm Improvements Scheme – Supply Points**  
Charlie Richardson from Fylde Council to update the Council on this matter.  
**ACTION: Town Clerk to liaise with Fylde Council for future updates**

**22/07/12 Time and Date for Next Meeting**

Tuesday 13 September 2022 at 7.00 pm

**Signed:**

**Date:**

**20 September 2022**

**Elizabeth Squires**  
Town Clerk