



KIRKHAM TOWN COUNCIL

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Town Clerk- Emma-Jo Duffy

MINUTES OF A MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 9th OCTOBER 2018 AT 7PM AT THE COUNCIL CHAMBER, MOOR STREET, KIRKHAM

Present: Mayor Cllr. Peter Hardy, (in the chair) Councillors J Cameron and M.Cox
E.Duffy (Minutes)

Guest: Heidi Hopkinson, Vice Chair, Kirkham Christmas Lights. Heidi updated Council on this year's plans for the switch on event. 1500 attendees at last year's event counted by drone coverage, 610 Facebook followers attending so far this year.

Feedback from last year positive even though it rained and no negativity around Council's contribution reported. Expressed that the Community feedback shows appreciation to both Council and Christmas Lights group for the light display. Apologies if Council believes they are not recognised or appreciated for their contributions and it will be rectified this year.

Building on last year's success the group are focusing on providing a free event for families across the community with Santa giving out a present to every child and a lantern funded by the group for every child to carry in the procession. Many schools involved this year with Pear Tree students doing the Countdown to the switch on onstage.

The Group request the Mayor to be on stage for the Countdown and would appreciate Councillor attendance.

Guests: Co-opted members Jack Dinsley and Christopher Hopkinson.

The meeting was adjourned until 3pm the following day as doubt had been cast on whether it was quorate.

The meeting was reconvened at 3pm on Wednesday 10th October.

Present: Mayor Cllr. Peter Hardy, (in the chair) Councillors J Cameron, M.Cox, J. Dinsley, E. Silverwood, C. Hopkinson, P Brearley and L. Oades
E.Duffy (Minutes)

2018/10/1 Apologies for absence- Cllr. D. Parkinson, K. Beckett ISO **Accepted**

2018/10/2 Declaration of interests- Cllr. Oades-All planning matters,
Cllr. Cox Friends of Kirkham Parks.

2018/10/3 Police report – Incident rates tabled. No PCSO attending.

Further cuts in police funding reported. Police written to say they would not support Remembrance Sunday after this year. Proposed that the Clerk writes to the Police and Crime Commissioner and the Inspector asking for confirmation on cuts and requesting a meeting with KTC and one Officer to lead the parade and lay a wreath.

Resolved/Action Clerk

It was reported that the Youth responsible for damaging the CCTV cameras is being interviewed today

Noted

2018/10/4 Proposed to accept the minutes from the meetings dated 11th and 13th September as true records.

Resolved

2018/10/5 Matters arising from those minutes not on this agenda

2018/10/6 Finances

- i. Proposed to accept the monthly accounts for September **Resolved**
ii. ii. Proposed payments of invoices (Request Cllr. Silverwood and Cox to authorise before Friday morning) **Resolved**

06/10/2018	transfer	YMCA Rural Splash	Annual Grant	3000
06/10/2018	transfer	A Class	WSH/CC Hand drier/	395.76
06/10/2018	transfer	Black Box	Vandalised Cameras	518.4
06/10/2018	transfer	Grundy's	Hardware	492.95
06/10/2018	transfer	Black Box	Mend power to 2 camerasCC	38.4
06/10/2018	transfer	HMRC	PAYE	1605.68
06/10/2018	transfer	Woody's	Covenant groundworks	1211.2
06/10/2018	transfer	Arch Forge	30% deposit	3000
06/10/2018	transfer	PFK	External Audit	720
06/10/2018	transfer	System Hygiene	Cleaning products	49.56

- iii. VAT Return complete **Noted**
iv. Matters arising from the Annual External Audit
a. Grants to be detailed separately from precept. Entered Council Tax Support Grant with precept as always but will be entered separately in future.
b. Asset register figures for 2016/17 not restated. Amend next year.

It is noted that the External audit was arduous this year as all supporting documentation was lost by auditors and cost was increased by £120. Proposed that Clerk complains and requests refund. **Resolved/Action Clerk**

It is noted that there was no non-compliances raised this year and only two "additional points" **Noted**

Cllr. Silverwood queried accountant's fees and audit fees. Audit fees are set by Governing body and have increased by £120. Accountant fees quote agreed at minute number 2018/5/8 iv. Previous years fees are detailed in the Year by Year budget sheet distributed to all Cllrs.

2018/10/7 Mayor's Announcements

- The Mayor attended KGS Prizegiving and will be in Town tomorrow blindfolded for Lion's Blind Day **Noted**

2018/10/8 Report from the Leisure Parks and Open Spaces Committee-

- Not met in September but will meet with In Bloom and Parks Team tomorrow to decide on Summer 2019 planting schemes. **Noted**

2018/10/9 Report from the Staffing committee - No Report but request a meeting. **Action Clerk**

2018/10/10 Planning applications

- i. **18/0714 Friary Close Decking**

Kirkham Town Council would like to determine this application but cannot determine the impact on neighbouring properties from the information submitted. Request for more information.

- ii. **18/0730 Cranwell Court Extension**

Kirkham Town Council have no objection to this application.

- iii. **18/0715 Brook Farm Signage**

Kirkham Town Council have no objection to this application.

- iv. **18/0697 Ribby Avenue Extension**

Kirkham Town Council have no objection to this application.

- v. **18/0716 Glebe House Extension**

Kirkham Town Council have no objection to this application.

vi. **18/0754 Marsden Street Change of Use**

Kirkham Town Council have no objection to this application.

vii. **18/0747 65 Ribby Road Retrospective Garden Shed**

Kirkham Town Council query the classification of use considering the size of this outhouse.

2018/10/11 Report from the representative on Licensing-

No Report

2018/10/12 KBG report-

No Report

2018/10/13 Update on Community Assets

- Library- Asset transfer application. No Progress to report. Proposed the Clerk requests an update.

Resolved/Action Clerk

2018/10/14 To consider a Highways report and report any issues

- Raised kerb on Marsden Street **Action Cllr. Oades**
- Resurfacing of Town centre Roads. **Action Cllr. Oades**
- Some funding surplus from pavement works that could be spent on signage. Cllr. Oades to meet with LCC. **Action Cllr. Oades**

2018/10/15 To receive any correspondence and recommend responses

- Hazel McNicoll- Review of Polling Districts and Polling Places 2018-No change for Kirkham proposed **Noted**
- Roman Way-Grass cutting. Cllr. Oades will chase at Lancs but suspects they don't own it. **Action Cllr. Oades**
- Carr Lane hedge cannot be cut during nesting season. Cllr. Hardy to inform. **Action Cllr. Hardy**
- Election costs to be discussed at Parish Liaison Meeting (emailed) £3000 for a contested election with a possible further £250 as our electorate is 6079. Proposed that Council put their name to the objection. **Action Clerk**
- Ms. Hills- Eagle Court. Clerk to direct complainant to other authorities and remove "S" from signage. **Action Clerk**
- Nelson Street bin collection. Clerk to request bins approach neighbouring streets out of school drop off times. **Action Clerk**
- Grammar School Parking. Clerk to request a meeting with Heads of Schools. **Action Clerk**
- GOTCHA Project terminated. **Noted**

2018/10/16 To receive the Clerks report

- Local Listing- Digitalising archives. Cllr. Hardy to replace the Clerk at meetings. **Noted**
- Goat field and fly tipping complaints. Access to WSH field. Fylde to serve notice on landowners. **Noted**
- WSH pitch hire costs **Deferred**

Cllr. Dinsley left the meeting.

2018/10/17 To receive updates and make recommendations on the following Projects/Events

- Allotment extension/ land transfer- Estates officer at Fylde is rewriting the lease agreement between the farmer and Fylde detailing the new area.
- Arts project- children. Cllr. Oades will forward examples of artist work. Proposed that Council support the projects development and request that the artist works with Kirkham Business Group moving forward. Cllr. Silverwood to follow up with artist. **Resolved/Action Cllr. Silverwood**
- Remembrance Sunday- PA System to be set up by FCYT. **Action Cllr. Cox**
Maroons- Request Fylde fund or supply officer to set off. **Action Clerk**
Blessing to be left to Rev. Bundy
Invitations list and Order of wreath laying reviewed. Cllr Silverwood to read wreath laying. **Action Cllr. silverwood**

- Poppy donators to be invited. **Action Clerk**
- iv. Sports development- Football Association meeting report given.
 - v. WSH changing rooms-Football Association bid to make up shortfall.
 - vi. Cenotaph project –
 - Proposed to accept the funding and plans for new path to the cenotaph **Resolved**
 - Accept 10 There But Not There soldiers and place them on benches around the cenotaph. **Resolved**
 - Planting organised with Contractors
 - Advert in Advertiser tabled and will be put in this week at no cost.
 - Article in Gazette tabled.
 - £680 in poppy sales to date.
 - Heritage Lottery will decide bid by October 28th. **All noted**
 - vii. Volunteering - Community Development Project. Funding application will be decided by October end. **Noted**
 - viii. KirkFest- Report tabled. Must not be advertised before proposals are put to Council. Clerk to inform. **Action Clerk**
 - ix. Covenant Project- Fantastic feedback. HMP did a fabulous job on groundworks. Thanks to FofKP for funding benches. Further £500 from Edith Mary Clarke Foundation for cobble materials. Visitors every day including school classes. Boards yet to be done. Film being made. Clerk to invoice FofKp for benches. **Action Clerk**
 - x. Christmas lights- Clerk to request a list of what Group is funding this year. Clarify what Council is committed to and look at shortfall. **Action Clerk**
 - xi. Dog agility trail on Calder Close – ongoing.
 - xii. Peoples Park- To be discussed at meeting on 11th.
 - xiii. Enhancement Plan update– from special meeting
 - to invite Business group representatives to full council meeting **Outstanding**
 - price welcome signs and brown signs for by passes and in roads Deferred until meeting with LCC has taken place. **Deferred**
 - xiv. CCTV camera upgrades- Cenotaph and The Rec camera upgrades booked for October end.
- 2018/10/18 Youth Council – Reported by Cllr. Cox. Noted**
- 2018/10/19 Report from representative on Fracking Community Liaison Group Noted**

Date and time of next meeting –
 Budget setting meeting November 12th 6pm Council Chamber
 Full Council November 13th 7pm Council Chamber

Meeting closed at 5.45 pm