



# KIRKHAM

## TOWN COUNCIL

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

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

**MEMBERS OF THE COUNCIL ARE SUMMONED TO A MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 8<sup>th</sup> MARCH 2021 AT 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS**

### AGENDA

- 2022/03/1** To accept apologies for absence.
- 2022/03/2** 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.
- 2022/03/3** To accept as a correct record the Minutes of the meeting of the Town Council held on 8<sup>th</sup> February 2022.
- 2022/03/4** To receive the Minutes, if any, and determine recommendations made by the Staffing Committee.
- 2022/03/5** To receive the Minutes, if any, and determine recommendations made by the Communications Committee.
- 2022/03/6** To receive the Minutes, if any, and determine recommendations made by the LPAOS Committee
- (i) To discuss Catchpoint invoice for WSHP
  - (ii) Redevelopment of the park Southlands/The Close
- 2022/03/7** To receive Reports (for information only).
- (i) Mayor's Announcements
- 2022/03/8** Finances
- (i) To agree payment of invoices received
  - (ii) To set up standing order to Churchill Group for keyholding
- 2022/03/9** To consider planning applications
- 2022/03/10** To discuss Cuadrilla plugging wells at Preston New Road.
- 2022/03/11** To discuss "Small Items of Work" list.



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- 2022/03/12** To confirm booking of Lostock Hall band for Sunday 13<sup>th</sup> November 2022
- 2022/03/13** To discuss Queen's Jubilee celebrations.
- 2022/03/14** To discuss S106 Funding
- 2022/03/15** To discuss Local Member Grants
- 2022/03/16** To discuss Kirkham Baths
- 2022/03/17** To discuss buildings insurance revaluation
- 2022/03/18** To discuss pond St Georges Park
- 2022/03/19** To discuss building repairs adjacent to MUGA
- 2022/03/20** To discuss repair to bench adjacent to memorial lamp

**Time and Date for Next Meeting Tuesday 12<sup>th</sup> April 2022.**

**Signed**

**Megan Vipond  
Facilities Administrator**

APPENDICES FOR FULL COUNCIL MEETING 08/03/22

22/03/6: Copy Catchpoint Invoice

**INVOICE**



Design Sales Installation Maintenance  
 CCTV HD/IP Systems \* Emergency Lighting  
 Security Tagging (EAS) \* Access Control  
 Intruder Alarms \* Fire Alarms

Customer

Kirkham Town Council  
 c/o Kirkham Community Centre  
 Mill Street  
 Kirkham  
 Preston  
 PR4 2AN

Catchpoint (UK) Ltd  
 Croft Head Road  
 Blackburn  
 Lancashire  
 BB1 5TB

Tel. No: 01254 692121  
 E-Mail: accounts@catchpointuk.co.uk

VAT Reg. No.GB768055992  
 Company Registration No: 4105583

Site

William Segar Hodgson Pavilion

BANK DETAILS

Bank: Natwest, King William Street, Blackburn, BB1 7DJ  
 Sort Code: 01 02 57 Account No: 13288504  
 Account Name: Catchpoint (UK) Ltd

Number	Date	Page
300928	01/02/22	1

Type	Tax Point	Your Ref.	Our Ref.	Account No.
SALE	01/02/22		R:15109	KIRKHAMC

Code	Description	Qty.	Price	Disc%	Value	VAT
	For the period 01/03/22 to 28/02/23					
INTMAIN1	Annual Intruder Alarm Maintenance Charge (includes 2 visits per annum)		£180.00		£180.00	1
INTMON1	Annual Intruder Alarm Monitoring Charge		£320.00		£320.00	1
CCTVMAIN1	Annual CCTV Maintenance Charge (includes 1 visit per annum)		£250.00		£250.00	1
FIREMAIN1	Annual Fire Alarm Maintenance Charge (includes 2 visits per annum)		£120.00		£120.00	1

Code	Rate	Goods	VAT
1	20.00	£870.00	£174.00

Goods	VAT	Total Value
£870.00	£174.00	£1044.00
	Deposit	£0.00
	Balance	£1044.00

Payment due by 01/03/22

**Strictly 30 days Terms.**

Any queries in respect of prices of goods lost in transit must be made within 14 days of this invoice. Title to the good shall not pass to the Buyer until payment in full of the price thereof.

We Accept Payment by Credit & Debit Card



**22/03/8: Invoices for agreement**

Invoice Date	Invoice Number	Payee	Details	Amount	Due Date	
23/02/2022	1000080879	Imperative Training Ltd	Defibrillator	£ 1,560.00	23/02/2022	*
10/01/2022	50830	Rushtons Accountants	SAGE training 30/09/21	£ 480.00	09/02/2022	**
14/02/2022		JDF Homeworks	Gutter Cleaning WSHP	£ 140.00	14/02/2022	
21/02/2022	18940	Altitude Services	Annual Charge Street Lighting	£ 2,658.60	20/03/2022	
02/12/2021	JDA/HJ/B13405-0001	Blackhurst Budd Solicitors	Settlement Agreement	£ 600.00	02/12/2021	
01/02/2022	300928	Catchpoint	Alarm/CCTV/Fire Alarm WSHP	£ 1,044.00	01/03/2022	
16/02/2022	73280698	Fylde Borough Council	Contribution for 21/22 HAZ	£ 35,000.00	16/02/2022	
18/02/2022		JDF Homeworks	WSHP Downpipe Repair	£ 110.00	18/02/2022	
15/02/2022	4235	IFES	Fire Extinguisher Service CC	£ 110.00	15/02/2022	
15/02/2022	4236	IFES	Fire Extinguisher Service WSHP	£ 80.00	15/02/2022	
17/02/2022		Lostock Hall Memorial Band	Remembrance Sunday 2021	£ 385.00	17/02/2022	
31/01/2022	Inv-0000010937	Churchill Group	Keyholding	£ 40.32	10/02/2022	
31/01/2022	Inv-0000010938	Churchill Group	Keyholding	£ 40.32	10/02/2022	
24/02/2022	317338	Knight Air Products Ltd	Toilet Rolls/Bin Liner	£ 30.18	24/02/2022	
01/03/2022		MG Payroll Services	Covid SSP Claim	£ 20.00	01/03/2022	
02/03/2022	3949	Seabreeze Cleaning Services	Cleaning CC & WSHP	£ 1,020.00	02/03/2022	
01/03/2022		ADP Locksmiths	Disabled toilet lock repair/digital office lock	£ 145.99	01/03/2022	
				<u>£ 43,464.41</u>		

\* Amended order to 1 defib unit with heated polycarbonate outdoor locked cabinet. 36 week lead time from point of payment

\*\* Rustons offered £120 + VAT discount verbally. Awaiting confirmation in writing before settlement

## 22/03/9: Planning

App No	Date	Address	Proposal	Parish	Ward	Case Officer	Applicant	Agent
22/0097	10/02/2022	10 Station Road, Kirkham, PR4 2AS	Installation of hardwood timber shop front to replace existing	Kirkham	Kirkham North	Andrew Stell	Thistle Tattoo	North West Design Collective Ltd
22/098	08/02/2022	36 Poulton Steet, Kirkham, PR4 2AH	Alterations to front elevation including: 1) Revision to existing access ramp to create contained terrace area with railing surrounds to serve bar/restaurant use 2) Installation of retractable awnings over terrace 3) Formation of brick features to frontage 4) Installation of timber framed windows to replace existing shopfront	Kirkham	Kirkham North	Andrew Stell	Cameron Thorpe	North West Design Collective Ltd
22/0100	09/02/2022	30 Poulton Street, Kirkham, PR4 2AB	Alterations to elevations to reinstate ares of original stone and brickwork, and to replace individual window to both Birley St and Poulton St elevations	Kirkham	Kirkham North	Andrew Stell	The Old Bank (Kirkham) Ltd	DC & MG Associates
22/0101	09/02/2022	4 Church Street, Kirkham, PR4 2SE	Listed building consent for: 1) Removal of sand/cement render from chimney stacks 2) Re-pointing of facing brickwork with lime based mortar 3) Installation of new railings to front elevation adjacent front door and basement windows 4) Introduction of cobbles to front of property	Kirkham	Kirkham North	Andrew Stell	Julie Taylor	North West Design Collective Ltd
22/0102	09/02/2022	4-6 Freckleton Street, Kirkham, PR4 2SP	Listed building consent for: 1) The removal of existing and installation of new timber framed windows to ground, first and second floor of front elevation including replacement ground floor projecting bay 2) Reguiling of existing chimney stack 3) Repointing of front elevation 4) Installation of new projecting metal sign	Kirkham	Kirkham South	Andrew Stell	Dawson's Chippy	North West Design Collective Ltd Cowgill
22/0103	09/02/2022	2A Church Street, Kirkham, PR4 2SE	Removal of existing shop front and installation of replacement hardwood shop frontage, replacement of window to first floor of front elevation and installation of level access ramp with railings to front entrance	Kirkham	Kirkham North	Andrew Stell	Whitworths Chemists	Jill Cowgill
22/0120	17/02/2022	1-3 Preston Street, Kirkham, PR4 2YA	Removal of existing shop front and installation of replacement hardwood shop frontage, replacement of window to ground and first floor of front elevation, and removal of external steel stair case to side elevation	Kirkham	Kirkham North	Andrew Stell	Kirkham Optical & Hearing Centre	DC & MG Associates
22/0145	23-Feb-22	44 Dowbridge, Kirkham Lancashire PR4 2YL	Application to discharge condition 4 (archaeology) of planning permission	Kirkham	Kirkham North	Jennifer Simpson	Mr Troy Watson	Mr Troy Watson
22/0149		4 Church Street, Kirkham, PR4 2SE	Installation of new railings to front elevation adjacent front door and basement windows, and introduction of cobbles to front of property	Kirkham	Kirkham North	Andrew Stell	JULIE TAYLOR	North West Design

## 22/03/11: Small Items of Work - Copy of email received from Partnership Development Team

Highways Dept. have had a number of requests from Parish and Town Councils about estimates for small items of work e.g. a bollard, a grit bin, a small road sign, to help with future budget planning with most requests being of a similar nature.

To help with this they are proposing to provide an estimate price list of the most frequently requested items. These will be guide prices which can be confirmed at a later date.

To populate this we are asking all Parish and Town Councils to put forward items to go on the list. We can then provide estimate figures against those we are able to which will help Parish and Town Councils with deciding what can or cannot be done. Should a decision be taken to proceed, most items will of course need to be visited by an officer to confirm that the works can proceed and the estimate is still sufficient for the works.

Please could you forward details of items that you would like including on the list by **Wednesday 9<sup>th</sup> March** to [parishcouncils@lancashire.gov.uk](mailto:parishcouncils@lancashire.gov.uk) Highways can then fill in the list before the Highways Special Conference on 19<sup>th</sup> March.

## **22/03/17: Buildings Revaluation**

*To consider a letter addressed to the Council by Zurich Municipal, the Council's buildings insurance provider. The policy gives cover to the Community Centre and the William Segar Hodgson playing fields sports pavilions.*

*The letter goes to the principle of Average as it applies to contracts of insurance and stresses the risk of under-insurance, which can have serious consequences. If an asset is under-insured (ie the sum insured is lower than the true value) the settlement that an insured will receive in the event of a claim will be adjusted to reflect this.*

*By way of example, Zurich Municipal give the following: if the Sum Insured declared to them was £500K but the actual reinstatement value was subsequently found to be £1m, the underinsurance is 50% so, if a £200K loss were to occur, the claim settlement would be £100K, 50% of the total loss value.*

*RESOLUTION required*

### **Copy of email received by Barrie Smith**

#### **RCA – William Segar Hodgson Changing Pavilion, Kirkham PR24 2HE**

This quotation is to provide accost to carry out Reinstatement Cost Assessment for the above property identified above & the Community centre where no plans have been provided (we assume this is as per the attached website <https://www.kirkhamtowncouncil.co.uk/community-centre.html>)

As per the RICS professional standards and guidance, UK Reinstatement cost assessment of buildings 3<sup>rd</sup> edition, February 2018, we will be required to attend both sites for inspection, this will need to be on the same visit.

We will require Gross internal areas of the Buildings.

Dimensioned Plans / sections of the buildings.

Age of the Buildings.

Any other information such as deleterious materials that may impact on demolition costs

Site plans of any external works.

Any other information that will impact demolition & rebuilding costs.

Prior to any works we will require a purchase order and number.