



KIRKHAM

TOWN COUNCIL

The Community Centre
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Town Clerk- Emma-Jo Duffy

MINUTES OF A MEETING OF THE TOWN COUNCIL HELD AT 7PM ON TUESDAY 12th MARCH 2019 AT THE COUNCIL CHAMBER, MOOR STREET, KIRKHAM

Present:, Deputy Mayor Cllr. Oades (in the chair) Councillors J Cameron, M. Cox, J Dinsley, C Hopkinson, P Bearley and E. Silverwood.
E.Duffy (Clerk)

2019/3/1 Acceptance of apologies for absence- Cllr. Beckett, Mayor Cllr. Peter Hardy, Cllr. D. Parkinson **Accepted**

2019/3/2 Declarations of interests in an Agenda item- Cllr. Oades. All planning matters. **Accepted**

2019/3/3 Proposed to accept as a correct record the minutes from the meetings of the Town Council dated 12th February **Accepted**

2019/3/4 Proposals from February meeting

- i. It was resolved to place two soldiers at the gateway to People's Park. **Resolved**
- ii. It was resolved to continue to work with Just Good Friends **Resolved**
- iii. It was resolved to deal with requests for Ash scattering as advised by Fylde. **Resolved**
- iv. Clerk to confirm booking of Community Centre for Business Group Easter event and request confirmation from Light Church that Lancs permissions have been sought for use of Market Square. **Resolved**
- v. Confirmed that HMP Governor to attend April meeting. **Resolved**
- vi. It was proposed to accept the four designs for cycle stands. Clerk to get quotes. **Resolved**
- vii. It was resolved to defer gritting strategy until Fylde confirms their position and to list areas in need of grit bins in the meantime. Middle car park, Wyre Avenue and Oak Avenue identified. **Deferred**
- viii. It was resolved that Council absorb the costs of refuse collections. **Resolved**

2019/3/5 Reports Received and noted (for information only)

- i. Police – It was noted that Rural Towns and villages will meet after May to discuss Policing issues.
- ii. KirkFest – No report
- iii. Mayors Announcements-None
- iv. Leisure, Parks and Open Spaces. It was noted that the tree team were slow in responding to emergency tree works and that the football pitches are not maintained to the standard they were when they were contracted to specialist company.
- v. Staffing committee – No report
- vi. Licensing- No report
- vii. Kirkham Business Group- No report
- viii. Youth Council- No report
- ix. Fracking Community Liaison Group- Report circulated.

*minutes amended by resolution 2019/4/3

x. Update on arts project-Cllr Silverwood to meet with Business Group the following day.

2019/3/6 Financial Matters

- i. Acceptance of the monthly accounts for February **Resolved**
- ii. Agreed payment of invoices **Resolved**

Arch Forge	Printer trolley	180
Emma Duffy	Bar wages	31.18
Travis Perkins	MOT Scouts	96.29
Broxap	Planter	1264.8
System Hygiene	Cleaning products	197.15
Ian Cropper	Internal review	200

- iii. Accept the report from the internal auditor and resolution of the following issues
 - 1. CiLCA Training- Previously Resolved-Training commences April 19.
The Clerk is adopting a new way of reporting finances for April and abandoning SAGE as it is too complicated for our needs so SAGE training is not needed. **Resolved**
Staffing Committee- The report notes it is usual for a Staffing Committee to undertake Annual Appraisals. It is proposed that the Staffing Committee be elected at the first meeting of the new Council and a Terms of Reference be adopted. **Resolved**
 - 2. Internal Audit-It is noted that the previous accountants did not carry out the checks required in the AGAR. **Noted**
 - 3. Budget- The report notes that reserves are too high and the procedure for setting the precept should be to consider the annual budget and set the precept to make up any shortfall.
It is proposed that Council reduces its General Reserve from £426,000 to within 50-100% of the current precept. **Resolved**
The report queries sums allocated to Kirkham In Bloom and notes that no allocation has been made for 2019/20. It is noted that the group enhanced the planting schemes when Fylde managed them and it has evolved over years. Changes have arisen since Town Council became responsible for the maintenance. Proposed that Council reconsider the issue after May. **Deferred**
 - 4. VAT- Resolved that the Community Centre income is not a business activity so VAT is reclaimable. **Resolved**
 - 5. It was previously resolved that the bar was business activity and should not be run by the Council so the report recommendations have been addressed.
 - 6. It was previously resolved that the Clerk deals with payroll from April. **Noted**
 - 7. Community Centre rates- It is proposed the Clerk clarifies the situation with Fylde. **Resolved**
 - 8. Administration- Minutes and Agendas have been changed in line with recommendations. **Noted**
It is proposed that Council adopt the new schedule of invoices. **Resolved**
 - 9. Adoption of Mayor was addressed in December for the current year.
Proposed that Council adopt the procedure for electing the Mayor. **Resolved**
Three new members were picked from the hat and the Mayoral list updated.
Cllr. Oades was proposed as the incoming Mayor for 2019/20. **Resolved**
Cllr. Cameron was proposed as the Deputy Mayor for 2019/20. **Resolved**

2019/3/6 A. Planning applications and recommendations

i. 19/0190 Hillcrest Extension

Kirkham Town Council object to this application on the grounds that

- It is over-intensive for the size of the plot.
- It removes off street parking in an area where pavement parking creates a hazard close to K&W Primary School where two children have recently been involved in RTA's.

B. To consider applications received after Agenda publication-

19/0212 Brook Farm Reserved Matters

Kirkham Town Council have no comment to make.

2019/3/7 To resolve Members propositions

- Proposed Council makes a formal response to Mark Calvert re dog park and fix timetable for installation subject to Prison team availability. **Resolved**
- Proposed town council makes an official submission to the EA permit variation regarding fracking at PNR and request support from affected parishes. **Resolved**
- Proposed to replace a faded sign on Coronation Road. Clerk to price. **Resolved**

2019/3/9 It is proposed Clerk writes a London Bridge Is Down procedure including flag, book of remembrance, photo and flowers. **Resolved**

2019/3/10 Sports feasibility study. Clarify with Sports Development Officer what he can contribute and invite consultants to April meeting. **Resolved**

2019/3/11 Management of a police volunteer officer. Request attendance at April meeting. **Resolved**

2019/3/12 LCC consultation on one way traffic on Nelson Street from Station Road to Wellington Street from east to west. **Noted**

2019/3/13 Lighting issues across the Town. Clerk to receive quotes. **Resolved**

2019/3/14 proposed to reply to M Menzies regarding Memorial Garden tree and request that an end is put to the correspondence. **Resolved**

Date and time of next meeting –

April 9th 2019 at 6.30pm

Meeting closed at 10 pm