



KIRKHAM

TOWN COUNCIL

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

Email: kirkhamcouncil@btconnect.com
www.kirkhamtowncouncil.co.uk

MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY, 9TH JUNE, 2020 **AT 7.00.P.M. BY ZOOM, TO TRANSACT THE FOLLOWING BUSINESS**

Present:- Councillor E. Oades, Mayor, in the Chair, Councillors P. Brearley, Mrs P. Brearley, D. Buckley, J. Cameron, P. Hardy, P. Hodgson, C. Hopkinson, S. Jones and E. Silverwood.

2020/6/1 To accept apologies for absence. Councillor P. Hodgson sent his apologies that he would be late for the meeting.

2020/6/2 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. Councillor Hodgson declared a personal interest in LPAOS items.

2020/6/3 To accept as a correct record the Minutes of the meeting of the Town Council held on Tuesday, 17th March, 2020. The minutes were accepted.

The Mayor announced that Item 2020/6/9 would be dealt with at the end of the meeting and would be held "In Committee".

2020/6/4 To receive Reports (for information only).

- (i) Police – Council noted the Report and commented that it did not seem to cover many areas and was very lacking in detail.**
- (ii) Mayor's Announcements – The Mayor advised Council that (a) the Audit was due to take place in July, 2020. (b) The two year investment account is due for reinvestment, she asked councillors to volunteer to help in looking for new accounts but nobody offered to help. (c) The Mayor referred to an email received from the Monitoring Officer regarding Standards issues. Council agreed to defer discussion until such time as it is possibly to return to physical meetings. (d) The Mayor informed the Council that an insurance claim had been made against the Council. Noted. (e) COVID19 Risk Assessment. The Mayor asked Council to agree to adopting the Risk Assessment due to its urgency in the event that the Council's facilities re-open to the public. Agreed that the Risk Assessment be adopted.**

2020/6/5 Finances

- (i) To ratify monthly accounts for March, April. Agreed**
- (ii) To agree accounts for May. Agreed.**
- (iii) To agree payment of invoices. Agreed.**

The finance sheets are appended to the minutes.



KIRKHAM

TOWN COUNCIL

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

Email: kirkhamcouncil@btconnect.com
www.kirkhamtowncouncil.co.uk

2020/6/6 To consider the following Planning applications and make recommendations. There were no planning applications.

Councillor P. Hodgson joined the meeting.

2020/6/7 Signage

The Mayor advised that funding had been made available to Councils by the Government to help businesses to get safely back to trading and to advise the public. She told Council that she had spoken to Mrs Heidi Hopkinson, Chairman of the Kirkham Business Group, in order that Traders were able to feed into the consultation and the Traders had made the following suggestions:-

- (a) That two signs be placed on the Ribby Road roundabout advising that businesses are open. Agreed, that Council would fund the signage in order to help local businesses.
- (b) Seek advice on whether it will be possible to place signage at the Motorway exit, advertising our historic town and its businesses.
- (c) Place signage at all three entrances into the town, advising the public that the shops are open, and advertising the fact the parking in the town centre is free.
- (d) Signage to the Community Centre, William Segar Hodgson Pavilion and the car parks at Mill Street, Eagle Court and Orders Lane, at the entrance to Morrisons, Town End and at Market Square.
- (e) Bike stands at Town End and the Market Square, Council did not agree this.
- (f) Finger posts at strategic parts of the town directing people to Kirkham's open spaces.
- (g) Agreed that the Council pursue the above, with the exception of the bike stands.
- (h) Leaflet drop, Advertising, social media. It was agreed that this should be done in conjunction with the Business Group.
- (i) Agreed that Council would pay for an advertisement to be placed in the local Advertiser stating that the shops are open. Cllrs. Hopkinson and Silverwood to work together to arrange wording and book space in the paper.
- (j) The Communication Committee update the Town Council website and Facebook with information on shops opening and free car parks.

The Mayor advised the Council that Fylde Borough Council and Lancashire County Council have suggested that parking on the north side of Poulton Street should be removed and the pavement widened, by way of barriers. She stated that the Business Group had not favoured this suggestion. Agreed, that the Council advise the Borough and County Councils that they do not agree to this option.

2020/6/8 To receive the Minutes, if any, and determine recommendations made by the LPAOS Committee. No minutes were received as there had not been any meetings of the committee.



KIRKHAM

TOWN COUNCIL

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

Email: kirkhamcouncil@btconnect.com
www.kirkhamtowncouncil.co.uk

- (a) **Agreed. To accept quotes from Blackbox and MSA, to fit two extra smoke alarms in the bar and store areas at the Community Centre. Agreed to accept the quote from MSA for £300.00. +VAT.**
- (b) **The Council considered two quotes from Blackbox and MSA to fit two smoke alarms in the function room at the Community Centre. Agreed to accept the quote of £300.00. + VAT from MSA.**
- (c) **Agreed to accept a quote from Harrison Weaver for £5,490.00. + VAT to replace internal lighting in the Community Centre and WSH with LED lights**
- (d) **That the Communications Committee be asked to investigate installing WiFi in WSH so that the CCTV can be accessed remotely. Not agreed.**
- (e) **Agreed that Council re-locate the bench outside the Community Centre.**
- (f) **Re-surfacing of the WSH Car Park. Councillor Hodgson advised that because an order had not been sent to Lancashire County Council for the works to be carried out until February, 2020, the original date for carrying out the works had not been organised and would now have to be moved until December/January, 2021. Council noted this and it was agreed, that Councillor Hodgson carry out an investigation to see whether it will be possible to get the works done by a different contractor.**

The Mayor moved exclusion of the Press and Public on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

2020/6/9 To receive Minutes, if any, and determine recommendations made by the Staffing Committee. Minutes were not received. Councillor Mrs Brearley gave notice that a meeting of the Staffing Committee would be arranged in the near future.

- (a) **To consider the future appointment of Town Council personnel. Agreed that the Staffing Committee be asked look into this matter and report back to Council at the July meeting, hopefully to be able to advise on a structure for staffing after discussing it with H.R. professionals at Fylde Borough Council along with other Town and Parish Councils. It was also agreed that a timetable be looked at in order that new personnel can be appointed in good time.**
- (b) **The Mayor announced that the Council's Insurer had been approached regarding a possible Industrial Tribunal, the Council does have cover in its policy and all paperwork had been passed to the Insurer's solicitor.**
- (c) **That ACAS had advised that the period of extension given in relation to Conciliation had finished at close of business on 9.6.20.**



KIRKHAM

TOWN COUNCIL

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

Email: kirkhamcouncil@btconnect.com
www.kirkhamtowncouncil.co.uk

Time and Date of Next Meeting Tuesday, 14th July, 2020, at 7.00.p.m.

Signed:

E. A. Oades

**Liz Oades
Town Mayor**