



# 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)

### **MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 13<sup>th</sup> JULY 2021, AT 7.00PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM TO TRANSACTION THE FOLLOWING BUSINESS**

Present: Deputy Mayor Cllr E Silverwood (in the chair) Councillors L Oades, D Buckley, P Hodgson, J Cameron, C Hopkinson, R Hodgson – minutes, S White – observing.

**2021/7/1** To accept apologies for absence – Mayor P Brearley, Cllr Brearley, Cllr Jones,

**2021/7/2** The following declarations were made – Cllr L Oades declared a personal interest in all planning matters and Kirkham Junior Football Club, Cllr P Hodgson declared a personal interest in all planning matters.

**2021/7/3** No one attended on behalf of the police. Police report provided. General discussion followed – Noted.

**2021/7/4** To accept as a correct record the Minutes of the meeting of the Town Council held on 8<sup>th</sup> June and 29<sup>th</sup> June 2021- Agreed.

**2021/7/5** To receive the Minutes, if any, and determine recommendations made by the Staffing Committee - Minutes received - Noted.

- i) Review safety of Council staff at Community Centre and lone worker, working outside – Discussion followed and mobile phone agreed with a monthly budget of £15 – Agreed
- ii) Recommend Corporate clothing and lanyards for all staff – Discussion followed with corporate clothing and lanyard - Agreed.

**2021/7/6** To receive the Minutes, if any, and determine recommendations made by the Communications Committee – Agreed.

- i) Issues with several councillors looking at the same resident issues – Discussed- Noted.
- ii) New council website – Images to be used throughout website - Discussed – Noted.
- iii) New council website – Content, out of date on old site. How do we bring up to date - Discussed – Communications committee is to look through data and contact councillors if more information is required – Action
- iv) New website – Update on user access and security – Discussed – Noted.
- v) Potential go-live dates and discussions on launches – Discussed – Postponed – Noted
- vi) Discuss the new website and media usage policy – Discussed – Noted.
- vii) Councillor/Staff email signatures when responding to council business – Discussed – Agreed.
- viii) Reliable and stable broadband at William Segar Hodgson as requested by LPAOS – Discussed – when price received advise all councillors – Action.
- ix) Update on new staff IT infrastructure – Discussed – Agreed.
- x) To recommend that council look to provide some level of outsourced IT support – Discussed Communications Committee will now look at getting some quotes- Action



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- xi) Update on invoices sent from Property World to KTC- Discussed – Cllr D Buckley to look at invoice – Action.

**2021/7/7** To receive the Minutes, if any, and determine recommendations made by the LPAOS Committee – Minutes received – Item 2021/6/8 to be removed from minutes.

- i) Recommend Council to approve the Development Plan Spend for 2021-2022 (as attached) - Discussed- two items to be removed which are Resurface Memorial Way and New Gate Memorial Way – Agreed.
- ii) Recommend that Playdale & Wickstead Play Grounds be asked to design and quote for the Close Playground – Discussed and agreed to go ahead and liaison Fylde in house services once recommendations have been received – Grants to be looked at- Action
- iii) Recommend that the extension of the allotments be looked in to with a view to compulsory purchase (Cllr Oades) – Discussed – Land owned by FBC and is on a 100-year lease with 20 years left on the lease. Estates officer at FBC are going to look into this – Action
- iv) Recommend improvements to Kirkham Town centre (Cllr. Oades) - Discussed – Agreed progression of improvements
- v) Recommend that a Panic Button / alarm be installed in the Community Centre Office (£229.19 plus vat) – Discussed – Agreed.
- vi) Recommend that Council purchase and install two Defibrillators with heated cabinets for outside the Community Centre and WSH. Budget Cost: (£3500.00) Funded by funds given to KTC for COVID - Discussed – Agreed that money is authorised to purchase two locked Defibrillators and to contact to Kirkham Juniors for further information – Action.
- vii) Council authorizes the purchase of new goal posts, as in the development plan – Discussed – Agreed.
- viii) Recommend to Council new football pitch layout – Discussed – Agreed to arrange a meeting with the Kirkham Juniors. - Action

**2021/7/8** To receive Reports (for information only).

- (i) Lateral Flow Testing – Received results – Noted.
  - a) Discussed possibility of a vaccination bus – Noted.
- (ii) Mayor's Announcements
  - a) Email complaint from resident in reference to the fair – Noted.
  - b) Email request from FBC reference ownership of areas at Market Square – This item is included under item number 2021/7/12- Noted
  - c) Email item received from LCC in regards to purposed cycle way – Respond to email to arrange a zoom meeting – Action
  - d) Propose Facilities Administrator post is placed on staffing committees' next agenda – discussed – Action
  - e) Churchill Security annual renewal – Discussed – Agreed.
  - f) Training of the new Town Clerk – Discussed – Agreed.



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### 2021/7/9 Finances

- (i) To agree accounts for June 2021 - Discussed – Agreed.
- (ii) Clarification of year end accounts – Discussed – Agreed.
- (iii) Time deposit account maturity – Discuss re-deposit of funds – Discussed – Agreed to move investment to reserve account – Action
- (iv) To agree payment of invoices – Discussed – Agreed.

Churchill Security	Key holding Community Centre	40.32
Churchill Security	Key holding William Segar Hodgson	40.32
Black Box	Alarm fobs for Community Centre	120.00
Harrison Weaver	Replace light fitting & work on gas meter box	132.00
Property World	Artwork	48.00
Christians Environmental	Tree survey	6900.00
MG Payroll Services	Payroll	16.80
Death to Pest	Callout to Wrangway Wood regarding honey bees in Trees	48.00
Fylde Council	Premises licence – licensing	180.00

### 2021/7/10 To consider the following planning applications

- Application 21/0421 – The Willows, Bryning Fern Lane, Kirkham. Erection of relocated smoking shelter to front of west wing entrance, erection of 2.4m high fencing between main entrance to club building and Bryning Fern Lane with retractable tunnel to cross part of car park - KTC believe that this a retrospective application. KTC question why it is a retractable tunnel and the bottle neck that this could cause in regards to noise and antisocial behaviour - Health and Safety and Fire Risk – Objection – KTC believe this is a retrospective application, KTC question why it is a retractable tunnel, The bottle neck that this could cause in regards to noise and antisocial behaviour, Health and Safety and Fire Risk.

Application 21/0171 - Black Horse Hotel, 29 Preston street, Kirkham - Change of use of existing public house (class a4) into 3 no. self-contained apartments (class c3). alterations to public house including removal rear extensions, addition of side and rear windows, removal and addition of rooflights, replacement of windows and doors, repointing of front elevation, rendering of side and rear elevations, part wooden cladding of side elevation, erection of raised platform with railing to front elevation, and other associated works. proposed erection of 4 no. new dwellings to rear of site with associated parking and landscaping, boundary planting and erection of boundary walls and fences, and other associated works.

Amended plans - Revised siting of the proposed courtyard dwellings and amended floor plan, removal of terrace to the front of the former public house - No Objection.

### 2021/7/11 To report on Highways – Discussion – to contact Cllr Jones for an update – Action.



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**2021/7/12** To report on any updates HAZ project – Discussed – Cllr Oades to contact Mark Evans at FBC and for a public meeting to be agreed – Action.

**2021/7/13** AFC Fylde Community Foundation – request to use MUGA for young people's activities – Use of MUGA agreed however general public must be allowed access whilst events are happening. Flood lights require repair, AFC Fylde to be asked regarding a contribution – Action.

**2021/7/14** Anti-social behaviour and its increase in the Community – correspondence from general public - Discussed – Reply to be sent to Mark Menzies – Action

**2021/7/15** Circus Montini – request to hold circus 2<sup>nd</sup> – 5<sup>th</sup> September 2021- Discussed – Agreed.

**2021/7/16** Boundary Commission update - Discussed – Noted.

**2021/7/17** Update Terms of Reference on Leisure Parks and Open Spaces Committee policy – To include Service Administrator – To be received and any changes to be passed to Cllr P Hodgson – Action

Time and Date for Next Meeting 14<sup>th</sup> September 2021

Signed

Shauna White  
Town Clerk



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