



MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 14 JUNE 2022, 7PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM

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| Elaine Silverwood | Chair |
| James Cameron | Councillor |
| Elizabeth Oades | Councillor |
| Damian Buckley | Councillor |
| Chris Hopkinson | Councillor |
| Stewart Jones | Councillor |
| Elizabeth Squires (Minutes) | Town Clerk |

22/06/01 Apologies for Absence

No apologies were received.

22/06/02 Declarations of Interest

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 Oades: All planning applications and Kirkham Juniors Football Club.

Councillor Hopkinson: Planning application 22/0364 and Kirkham Juniors Football Club. Councillor Hopkinson will leave the room when discussed.

22/06/03 Minutes of the Previous Meeting

To accept as a correct record the Minutes of the meeting of the Town Council held on 12 April 2022 and 10 May 2022.

The minutes were accepted as a true record.

22/06/04 Mayors Announcements

(i) Future High Street Fund/Heritage Fund

Shop fronts. Concerns were raised about the delivery of previously agreed pricing.

ACTION: Cllr Oades to liaise with Cllr Jones.

ACTION: Town Clerk to invite representative from Fylde Council to the July 2022 Town Council meeting.

(ii) Handrail for Toilets at Market Square



The Mayor has spoken to Fylde Council about the condition of the toilets. The toilets are part of the regeneration.

The Council voted on this matter and agreed the action.

ACTION: The Council to make a request to Fylde Council for the refurbishment of the toilets at Market Square, this to include a handrail.

(iii) Kirkham Juniors FC

Cllr Hopkinson left the meeting, having declared an interest. Cllr Oades was not present for this item.

Goal Posts situated against the metal fencing at William Segar Hodgson Field. The Council voted and agreed this action.

Marking out of pitches as per Kirkham Juniors Football Club proposal. The Council voted and agreed this action.

Kirkham Juniors Football Club to replace the toilet lock. The cost to this be incurred by them. The Town Council to be provided with a key. The Council voted and agreed.

Cost: retainer, options, increased cost block booking/potential for funding. Lisa Foden, costings of Coronation Road, mowing and lining. This does not include the use of the building.

ACTION: Town Clerk to contact Fylde Borough Council re: current annual cost of maintaining the William Segar Hodgson Field.

(iv) Oktoberfest, Kirkham Bierhaus

Although the Councillors would like to see more events in Kirkham and could charge a reasonable rental and access to the Community Centre would be required, concerns were raised in respect of public access to car parking. The Council agreed that it was not in a position to sacrifice the car park; and could perhaps suggest this event be held at the Market Square.

(v) Morrisons

Discussion about litter on car park adjoining Barnfield. No action required; this is Morrisons responsibility.

(vi) Purchase of gravel for bin area

Originally earmarked for HMP Kirkham to do. Original plan was to concrete this area.



ACTION: Town Clerk to obtain two quotes and submit these to the next meeting in July 2022.

(vii) Purchase of paint for stage

The stage area in the Community Centre needs repainting. The Council agreed that paint be purchased and the Caretaker to repaint when the room is not in use.

ACTION: Facilities Administrator to purchase paint for the Caretaker.

(viii) Water heater

The Council accepted that the boiler in the Community Centre is over 20 years old and needs replacing. The cost of this anticipated to be in the region of £10,000. The Council voted on this and agreed further action.

ACTION: The Town Clerk to obtain three quotes for boiler replacement and submit these to the next meeting in July 2022.

(ix) Weekend cleaning

The Council agreed that cleaning of the Community Centre at weekend continue to be undertaken by Love to Clean.

(x) Window cleaner

The current window cleaner be retained.

(xi) Bench Coronation Road

The bench needs replacing, Cllr Oades has obtained a quote. The Council voted and agreed that the bench be replaced.

ACTION: Town Clerk to obtain a quote from Fylde Council.

22/06/05

Staffing

(i) Outsourced HR Services

Agreed that HR needed to be outsourced on an ad-hoc basis. Contracts, and staff handbook need to be drafted. Retain services to give advice. [Did we agree to retain their services or use them for this job?](#) A list of policies has been requested from Fylde Council. These can be adapted to Kirkham Town Council.

Contracts of employment can be amended for current staff working. The Mayor proposed that contracts be sent to Councillor Hopkinson who will forward to Lemons Consulting Group for adaptation. The Council voted and agreed the action.

ACTION: Cllr Hopkinson to liaise with Lemons Consulting Group to ensure that staff contracts are written.



22/06/06 LPAOS

(i) New Alarm System

Locks have been changed at the Community Centre and a new alarm panel in situ. The Facilities Administrator has issued fobs and keys to users and has compiled a detailed listing of key holders.

(ii) Tree Policy

Fylde Council have asked for the correct paperwork to be completed for all tree issues that would ordinarily be forwarded to them for action. This Council needs to develop a Tree Policy with the assistance of Fylde Council.

ACTION: The Council voted to agree a tree policy and Cllr Oades to liaise with the Chief Executive of Fylde Borough Council to ask what the position is in respect of whether KTC has to complete onerous forms every time work has to be carried out by our contractor.

22/06/07 Planning

Planning details were added to the Town Council meeting agenda. These will be forwarded to the Councillors as they arrive.

Applications

22/0384 Kirkham Grammar School

The Council agreed to this planning application.

22/0353 1 Whinfield Terrace, Blackpool Road

The Council agreed to this planning application.

22/0340 36A Poulton Street, Kirkham

The Council agreed to the planning application; this be conditioned insofar as the fence on the back of the garden aligning the car park to remain intact. The fence to be restored to its original condition without the trellis fencing as this area belongs to the Council. The alley is a public right of way and belongs to the Bierhaus.

The Council voted to approve the above applications.

22/0364 66 Poulton Street, Kirkham (Cllr Hopkinson left the meeting). The Council voted and approved and Cllr Hopkinson returned to the meeting after the vote.



22/0373 Kingfisher Tavern retrospective planning application to correct process. The Council voted and approved this application.

22/0398 Unit 5, Kirkham Trading Park The Council voted and approved this application.

Decisions

All decisions made by Fylde Council were noted.

Parking supplementary document.

ACTION: Town Clerk to write to all businesses adjoining the car park to restore the fencing and gates removed.

22/06/08 Finances

All agreed. Additional invoices for Black Box and Northwest Locksmith also agreed.

ACTION: The Facilities Administrator to pay all agreed invoices.

22/06/09 Bookings

(i) Wrestling Event

A request has been made to hold a wrestling event in the Community Centre. Not agreed.

(ii) Kirkham Companions

Kirkham Companions are Lottery funded. Their funding has now ceased and we have been asked if the Community Centre can be used free of charge. Not agreed.

(iii) Slimming World

Slimming World has requested another booking at the Community Centre, either Tuesday or Thursday evening. The Facilities Administrator thinks that this is doable. Agreement to Thursday evening.

ACTION: The Facilities Administrator to make arrangements for the booking.

22/06/10 Lancashire Environmental Fund

Actions in the environment, the Council can apply for funding. Noted.



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22/06/11 Utility Contracts – Facilities Administrator Action

Cllr Jones declared an interest in this item. British Gas Lite for 36 months. Approved.

ACTION: Town Clerk to obtain more information in respect of electricity when the contracts fall due.

22/06/12 Time and Date for Next Meeting

Tuesday 12 July 2022 at 7.00 pm

Signed:

Date:

**Elizabeth Squires
Town Clerk**



KIRKHAM JUNIORS FOOTBALL CLUB – NOTES

KTC have been sent the report for Kirkham Juniors Football Club. Liz Oades has read the report.

Dates for booking at Coronation Road, we require the dates of matches, WL Saturday morning – 12 noon, Sunday from 12 noon to 4pm throughout the football season.

Training Tues, Weds and Thursday 5-8pm.

Grass cutting to continue.

Are remedial works planned.

Block 13 Oct – May, will require training periods.

Charges will be determined once dates agreed.

Marking out 7 a side (pitch 2) and 9 a side (pitch 1). This will be the blue marking. Goals to be stored, back fence, wall of pavilion or storage compound.

Grass cutting summer months and pitches.

Longer term improvement of the playing surfaces. Quote is high.

There are alternatives, this can be looked at in the future due to cost commitment. Worst case scenario. From a club perspective, elements of the quote to get the work done, being a priority in the longer term. Funding streams may be feasible to undertake the works.

As a club KJFC will rely on the council connections.

Creation of a 7 a side alongside existing pitches. 5 x 5 pitches times two and storage.

Toilet there and key available, Juniors have this, but the Council don't know where this is, will need a copy of the key to clean it. Toilet in place for the juniors for a long time. We need to do even if changing the lock.

Defibrillator, installing never has this come to fruition. This would have to be available for the general public. KTC have purchase but for here, not at WSH. This can be sorted.

Liz Oades, in writing to the Juniors so that there is clarity over what has been agreed.

ES, asking for an SLA, this cannot occur between the council and Kirkham Juniors FC. All sides will be clear.

Cllr. Hopkinson queried safety of storage. WL thought that safety wouldn't be a problem.

The CCTV covers the building.



Chain goals to the fence, onus on Kirkham Juniors FC if goals are damaged or stolen.

Would this make the container obsolete, if the cage is the preferred option this would be paid for by Kirkham Juniors FC.

WL just asking for the space. Using the facilities. Hire the building, run a café etc. CH has to be made available to the public.

Depending on the size of the storage, another black box within the cage, remove items from green container and remove it.

EO council to go down and have a look. With storage, this must be right.

Agreed likely be similar to storage at the side of the Community Centre.

Storage being a longer term ask.

Three other groups wanting to use the facilities. Could change Sunday 12.30 – 4pm. Not booked as yet, pending decision of the council. Would be available mornings to be off for 12pm. Could kick off at 10.30 and be off the field by 12.00.

EO: are there no facilities in Kirkham. Freckleton have fallen out with parties in the past.

ES: will not be able to monitor CCTV cameras.

WL: pub team and all that comes with that.

EO: Freckleton cannot use for training.

WL: Long term plan, under 18s no team. An 18s and over would open up Saturday afternoon, not under the guise of a pub team.

EO: To have as many bookings as we can. Kirkham residents subsidise. Training, Freckleton not welcome.

JC: Have to have a level of trust with the persons running the teams.

WL: 10-year lease with Wesham Council. Needs the backing of the council.

CH: A pub team will churn the pitches. Can book all slots.

WL: Kirkham Juniors will partly cover costs. Come back to WL with costs. This might be a more viable option. Club covers hardship. 183 children initially, doubled after covid.

EO: Teams taking ownership not viable. It's a public park. An understanding it belongs to the council.

WL: Saturdays and Sundays exclusivity. KJFC is solely Kirkham children only.



JC: WSH public assess.

CH: Mobile facility for teas and coffees.

WL: 2 – 3 hours on a Saturday morning. KJFC a younger committee.

EO: Will make the council money and keep costs down.

ES: Facility to be used by children for shelter and also tea/coffee.

DB: Presenting KJFC one to fill all the slots, or fill all the slots with the pavilion (longer term).

WL: Eight teams. Local tournaments etc.

EO: Have to think of the community. Grass cutting already exists during the summer, 11 weeks before it was cut. Remedial work, blue lines, will have to be done before the season.

WL: Ask Terry to keep on top of the work. Rabbit holes.

ES: Rentokil, costs ran into £000s.

DB: End May and end August, drain, would this need to be done after October.

WL: Too expensive. Richard Lancaster will do at a fraction of the cost. Wont be done if it will churn. £350.

EO: Any re-seeding. WL: Yes Terry re-seeding the goalmouth areas. We need to send dates for both costs. If book for whole year, this helps the Council, and KJFC with grant funding.

ES: if this could work out for both sides, giving clout with the FA.

If the field could become the centre of KJFC, this may provide a basis for funding. A covering letter as to why no 10 year lease. Funding may not be jeopardised if this is an alternative.

WL: You can have a £750k funding. Kirkham Town is growing. Children need somewhere to go. Seeding: goal posts are removed, Terry if KJFC could be taken down at the end of the season, and then back up again at the beginning of the season. 1/2nd August. We will need to email Gail.

EAS to email Gail, posts back up, pitches marked out for Friday 5 August 2022.

WL: Could WSH be used to store corner flags, this would make the storage facility smaller. The door to the right.

Marking out 7 a side and 9 a side. Storing the goals (preference being alongside the fencing). Kirkham Juniors will pay for the removal of the container.

Council will visit site and make a decision after that.



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Longer term, re-visit, EO suggested that KJFC contact Fylde Borough Council too for support.

The council is keen to support the club, despite being tied in some respects. KJFC want to work with KTC.