



# KIRKHAM

## TOWN COUNCIL

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

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

**MEMBERS OF THE COUNCIL ARE SUMMONED TO THE MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 13 FEBRUARY 2024 AT 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS**

**NOTE: Pre-meeting Discussion**

- **Neighbourhood Development Plans – Mark Evans, Fylde Council 6.00-7.00 PM**
- **Lancashire Constabulary Agenda Item 24/02/05**

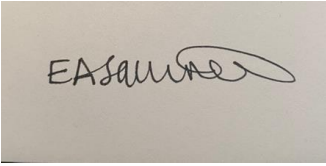
**PUBLIC PARTICIPATION Residents of Kirkham are invited to attend and an opportunity will be given for them to speak during the open forum, refer to 24/02/04 below.**

**AGENDA – Part 1**

DESCRIPTION		ACTION
24/02/01	Apologies for Absence <i>To receive and accept apologies where valid reasons for absence have been provided to the Town Clerk prior to the meeting.</i>	Mayor
24/02/02	Declarations of Interest <i>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.</i>	Mayor
24/02/03	<b>Minutes of the Previous Meeting</b> <i>To accept as a correct record the Minutes of the Meeting held on 9 January 2024.</i>	Mayor
24/02/04	<b>Public Participation – Kirkham Residents</b> <i>Matters brought to the Town Council by residents. The Chair may limit a member of the public to 3 minutes of speaking in order to ensure the smooth running of the meeting. Overall, this section will typically be limited to 20 minutes, although the Chair may, at their discretion, extend this.</i>	<b>Limited to 20 minutes</b>
24/02/05	<b>Policing Matters</b> (i) Verbal Update	
24/02/06	<b>Matters Arising from Previous Meeting</b> (i) Willows Church Bin (ii) Bowling Green (iii) Signage	<b>Brief update Town Clerk</b>

DESCRIPTION		ACTION
	(iv) Non-routine Expenditure – Refer to Precept (24/02/07 (vi))	
<b>24/02/07</b>	<p><b>Mayors Announcements</b></p> <ul style="list-style-type: none"> <li>(i) Events Attended</li> <li>(ii) Lancashire Devolution (Cllr. S. Jones)</li> <li>(iii) Twinning</li> <li>(iv) The Close Park</li> <li>(v) Mayor’s Christmas Luncheon</li> <li>(vi) D Day 80 Beacons (Cllr. Byers)</li> <li>(vii) Lancashire Highways Update (Cllr. Jones)</li> <li>(viii) Civility and Respect Pledge (Cllr. Jones)</li> <li>(ix) 2024/25 Capital Schemes</li> <li>(x) 2024/25 Precept</li> <li>(xi) Mayoralty 2024/25</li> </ul> <p><i>In order that Councillors can prepare themselves for a Mayoral year, nominations will be received by the current Mayor for the positions of Mayor and Deputy Mayor prior to the April 2024 meeting. Historically the nominations are taken from a list of Mayoral Precedence, however all nominations are considered and voted on.</i></p>	<b>Mayor</b>
<b>24/02/08</b>	<p><b>Leisure Parks and Open Spaces</b></p> <ul style="list-style-type: none"> <li>(i) Feedback LPAOS Committee 25 January 2024</li> <li>(ii) South View – Update</li> <li>(iii) Morgan and Morecambe Offshore Wind Farms Update</li> <li>(iv) Twinning Update</li> <li>(v) Pavillion Building Barnfield</li> <li>(vi) Lighting Survey Mill Street Car Park</li> </ul>	<b>Cllr. Wellings, Chair of LPAOS</b>
<b>24/02/09</b>	<p><b>Planning</b> Refer to <b>Appendix A</b> for full listing.</p>	<b>Town Clerk</b>
<b>24/02/10</b>	<p><b>Finances</b> Refer to Appendix B for detail:</p> <ul style="list-style-type: none"> <li>(i) To agreed payment of invoices</li> <li>(ii) Presentation of bank balances as at 8 February 2024</li> </ul>	<b>Cllr. Byers, Chair of the F&amp;E Committee</b>
<b>24/02/11</b>	<p><b>Bookings</b> General update</p>	<b>Town Clerk</b>
<p><b>AGENDA – Part 2 – Confidential items to be discussed In Committee (if applicable)</b></p> <p><i>The proposal is for: Exclusion of Press and Public Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and defined in Paragraph 1, Part 1 of Schedule 12A to the Local Government Act 1972. It is proposed that, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business. Councillors are asked to agree this action and only this will be minuted.</i></p>		
<b>24/02/12</b>	<b>Time and date of next meeting is 12 March 2024 @ 7.00 PM</b>	

**Signed**

A rectangular area containing a handwritten signature in black ink. The signature appears to be "EASQUIRES" followed by a large, stylized flourish.

**Elizabeth Squires  
Town Clerk**

## APPENDIX A: Agenda Item 24/02/09 PLANNING

### FYLDE COUNCIL

#### Applications Received

Application No.	Date	Location	Proposal
23/0782	17 Jan 2024	41 MARSDEN ST KIRKHAM PR4 2TD	DEMOLITION OF OUTBUILDINGS, FIRST FLOOR EXTENSION OF THE BUILDING INCLUDING WINDOW INSERTION TO GROUND FLOOR NORTH, NORTH WEST AND SOUTH EAST FACING ELEVATIONS, AND CHANGE OF USE OF EXTENDD BUILDING TO STORAGE AND DISTRIBUTION WITH ANCILLARY OFFICE SPACE (USE CLASS B8).
23/0861	1 Feb 2024	SUNNY BANK MILL SUNNY BANK KIRKHAM PR4 2JE	SUBDIVISION AND CHANGE OF USE OF EXISTING UNIT WITHIN MILL BUILDING TO FORM 2 NO. WAREHOUSE UNITS (USE CLASS B8) WITH ASSOCIATED EXTERNAL ALTERATIONS.

#### Decisions Made

Application No.	Date and Decision	Location	Proposal
23/0805	22 Jan 2024 Granted	24 POULTON STREET KIRKHAM PR4 2AB	REPLACEMENT SHOP FRONT (P & S MILLER PLUMBING AND HEATING SERVICES LTD.).
23/0822	29 Jan 2024	33 DOWBRIDGE KIRKHAM PR4 2YJ	EXTENSION AND ALTERATION OF THE DWELLING: 1. FIRST FLOOR SIDE EXTENSION; 2. CONVERSION OF EXISTING GARAGE TO HABITABLE ROOM; 3. SINGLE STOREY SIDE EXTENSION LINKING GARAGE CONVERSION TO MAIN DWELLING.
22/0693	5 Feb 2024 Granted	NOOKWOOD BARN BLACKPOOL ROAD KIRKHAM PR4 2RD	ERECTION OF DETACHED OUTBUILDING TO BLACKPOOL ROAD SIDE OF EXISTING DWELLING TO PROVIDE TWO-BEDROOMED RESIDENTIAL ANNEXE TO BE OCCUPIED AS INCIDENTAL ACCOMMODATION TO NOOKWOOD BARN.
23/0478	5 Feb 2024 Granted	BRYNING FERN NURSERIES BRYNING FERN LANE KIRKHAM PR4 2BQ	DEMOLITION OF EXISTING GARAGE AND ERECTION OF DETACHED 2 STOREY BUILDING TO BE USED AS AN ANCILLARY HYDROTHERAPY SUITE TO THE GROUND FLOOR WITH ANCILLARY LIVING ACCOMMODATION TO FIRST FLOOR.

## APPENDIX B: Agenda Item 24/02/10 FINANCES

- (i) To endorse the timely payment of invoices:  
**Kirkham Town Council**  
**For the period 1 January 2024 to 8 February 2024**

Status contains Awaiting Approval

INVOICE DATE	REFERENCE	DESCRIPTION	INVOICE TOTAL	BALANCE
<b>Better Fire Doors</b>				
26 Jan 2024	001502	Fire Doors - function room CC	2,061.24	2,061.24
<b>Total Better Fire Doors</b>				<b>2,061.24</b>
<b>Black Box Security</b>				
25 Jan 2024	248165	Alarm reset for new router	120.00	120.00
<b>Total Black Box Security</b>				<b>120.00</b>
<b>Elizabeth Squires</b>				
8 Feb 2024	Reimbursement Expenses Feb 24	Serendipity House: card & gift bag (Chris Malings)	196.11	5.49
8 Feb 2024	Reimbursement Expenses Feb 24	Lancashire Computer Services: unlock tab & phone	196.11	50.00
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: refreshments	196.11	1.20
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: refreshments	196.11	1.45
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: refreshments	196.11	7.65
8 Feb 2024	Reimbursement Expenses Feb 24	B&M: refreshments	196.11	7.25
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: gift (Chris Malings)	196.11	28.00
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: envelopes	196.11	1.25
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: refreshments	196.11	1.20
8 Feb 2024	Reimbursement Expenses Feb 24	Morrisons: refreshments	196.11	2.64
8 Feb 2024	Reimbursement Expenses Feb 24	Yale: keys (x 6) for WSHP	196.11	89.98
<b>Total Elizabeth Squires</b>				<b>196.11</b>
<b>Evolve Document Solutions</b>				
25 Jan 2024	33008	Photocopying 18/12/23 to 25/01/24	18.00	18.00
<b>Total Evolve Document Solutions</b>				<b>18.00</b>
<b>Fylde Council</b>				
31 Jan 2024	PO-0036	Grey trade sacks	89.72	89.72
31 Jan 2024	PO-0036	Sort Code 40-40-02 Account 11006428	89.72	-
<b>Total Fylde Council</b>				<b>89.72</b>
<b>Glasdon</b>				
19 Jan 2024	SI878723	Topsy Royale bin	211.23	211.23
<b>Total Glasdon</b>				<b>211.23</b>
<b>Ken Linford Gardencare Ltd</b>				
31 Jan 2024	4057	Gritting & snow clearance	1,928.93	1,928.93
<b>Total Ken Linford Gardencare Ltd</b>				<b>1,928.93</b>
<b>Kirkham &amp; Wesham Advertiser</b>				
1 Feb 2024	KW025	Kirkham in Bloom: Advert meeting 01/02/24	5.50	5.50
<b>Total Kirkham &amp; Wesham Advertiser</b>				<b>5.50</b>
INVOICE DATE	REFERENCE	DESCRIPTION	INVOICE TOTAL	BALANCE
<b>Knight Air Products</b>				
31 Jan 2024	328466	Bin liners/hand soap/hand towels	125.76	125.76
<b>Total Knight Air Products</b>				<b>125.76</b>
<b>No Contact</b>				
1 Feb 2024	32816J	Legionella Assessment CC 11/01/24	480.00	240.00
1 Feb 2024	32816J	Legionella Assessment WSHP 11/01/24	480.00	240.00
<b>Total No Contact</b>				<b>480.00</b>
<b>Pete Marquis</b>				
30 Jan 2024	16067	Clear drains car park	474.00	474.00
<b>Total Pete Marquis</b>				<b>474.00</b>
<b>Rentokil</b>				
29 Jan 2024	22086023	Rentokil contract 15/02/24 to 15/04/24	264.00	264.00
<b>Total Rentokil</b>				<b>264.00</b>
<b>Smiths Hire</b>				
29 Jan 2024	02-1251390	Space heaters for CC boiler breakdown	269.09	269.09
31 Jan 2024	C02-30341	CREDIT: space heater	(111.56)	(66.06)
31 Jan 2024	C02-30341	CREDIT: space heater	(111.56)	(45.50)
<b>Total Smiths Hire</b>				<b>157.53</b>
<b>Stephen Burgess Installations</b>				
25 Jan 2024	PO-0034	2 x swing arm brackets to mount monitors CC office & cable replacement to Memorial Gardens	380.00	380.00
<b>Total Stephen Burgess Installations</b>				<b>380.00</b>
<b>Total</b>				<b>6,512.02</b>

(ii) Presentation of Bank Balances as at 8 February 2024:

**Current Accounts Balance Summary**

Account ID/ Account Alias	Ccy	Balances reported in account currency		Actions
		Current Balance	Current Available Balance	
<u>09-02-22 10693324</u> CORPORATE CURRENT	GBP	£35,867.46	£35,867.46	<a href="#">Expanded Balance</a>
<u>09-02-22 10693308</u> BUSINESS RESERVE	GBP	£147,619.74	£147,619.74	<a href="#">Expanded Balance</a>
<u>09-02-22 10693311</u> CORPORATE NOTICE	GBP	£214,895.53	£214,895.53	<a href="#">Expanded Balance</a>

The Corporate Current account includes £18,148 recovery of VAT for the period April to September 2023.