



KIRKHAM TOWN COUNCIL

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

Email: townclerk@kirkhamcouncil.co.uk
www.kirkhamtowncouncil.co.uk

MEMBERS OF THE COUNCIL ARE SUMMONED TO THE ANNUAL MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 18 JULY 2023 AT 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS

Kirkham Juniors Football Club – Karl Swan 6.00-6.30 pm
Grow Kirkham and Wesham Litter Pickers – Jez Welch 6.30-7.00 pm

PUBLIC Members of the public are invited to attend and an opportunity will be given PARTICIPATION for residents to speak during the open forum, refer to 23/07/06 below.

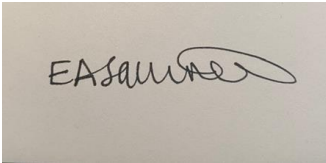
AGENDA

DESCRIPTION		ACTION
23/07/01	Apologies for Absence <i>To accept apologies for absence.</i>	Mayor
23/07/02	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
23/07/03	Vote to Elect the Deputy Town Mayor <i>The Councillors to vote for Election of the Deputy Town Mayor 2023/24.</i>	Mayor
23/07/04	Election of the Deputy Town Mayor of Kirkham <i>To elect the Deputy Town Mayor of Kirkham for the ensuing municipal year 2023/24.</i>	Mayor
23/07/05	Minutes of the Previous Meeting <i>To accept as a correct record the Minutes of the Meeting held on 21 June 2023.</i>	Mayor
23/07/06	Public Participation <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>	
23/07/07	Matters Arising (i) Bank charges re-sent to all Cllrs (Actioned) (ii) Twinning Gift (Agenda item 23/07/08 (v)) (iii) NALC Standing Orders (Agenda item 23/07/08 (vi)) (iv) Electric Vehicle Charging Points (Agenda item 23/07/08 (viii))	Brief update Town Clerk

	DESCRIPTION	ACTION
	(v) Fire Proof Safe (Agenda item 23/07/08 (xi)) (vi) Flood Working Group (vii) Hydration Point (viii) Bird Boxes (LPAOS Committee Feedback Agenda item 23/07/09) (ix) The Close Park (LPAOS Committee Feedback Agenda item 23/07/09) (x) Alcohol Public Spaces Protection Order (PSPO) Extension and Change (Actioned) (xi) Salary Review Payment of Agreed Salaries (Actioned) (xii) Review of the Payment for the Facilities Administrator (Staffing Agenda item 23/07/14 (i))	
23/07/08	Mayors Announcements (i) AGAR Submission (ii) Co-option of Councillors (iii) Committees (iv) Website Hosting Arrangements – Property World (v) Twinning Gift (vi) Standing Orders (vii) Eric Wright Update (viii) Changing Places Facility (ix) Electric Charging (x) Mayor Events Attended (xi) Fire Proof Safe (xii) Flood Action Group (xiii) Email Addresses (xiv) Communication for Councillors (xv) Historic England Projects (xvi) Drains on Mill Street	Mayor
23/07/09	Leisure Parks and Open Spaces (i) Meeting of the LPAOS Committee 7 July 2023 - Feedback <i>Note: Minutes of the 7 July 2023 will be presented to the Town Council once they have been ratified at the next meeting, 7 September 2023.</i>	Cllr. Wellings, Chair of LPAOS
23/07/10	Planning Refer to Appendix A for full listing.	Town Clerk
23/07/11	Finances (i) Authorisation and Debit Card Refer to Appendix B for detail: (ii) To agreed payment of invoices (iii) Presentation of bank balances as at 13 July 2023	Town Clerk
23/07/12	Bookings General update.	Town Clerk
23/07/13	Policing Matters Refer to Appendix C for detail.	Town Clerk

DESCRIPTION		ACTION
23/07/14	Staffing (i) Salary Review – Facilities Administrator (ii) Meeting of Staffing Committee	Cllr. Ledger Chair of Staffing Committee
23/07/15	Kirkham Baths	Mayor
23/07/16	Time and date of next meeting is 12 September 2023 @ 7.00 PM Note: There is no Town Council Meeting in August 2023.	

Signed



**Elizabeth Squires
 Town Clerk**

APPENDIX A: Agenda Item 23/07/10 PLANNING

Applications Received

Application No.	Date	Location	Proposal
23/0478	5 July 2023	Bryning Fern Nurseries Bryning Fern Lane Kirkham PR4 2BQ	Extension of the garage to enable conversion to ground floor hydrotherapy suite and associated plant room, and first floor ancillary living accommodation: <ol style="list-style-type: none">1. Single storey front, side and rear extension.2. Raising of eaves and first floor window insertion to southern side elevation.3. Installation of 3 roof lights.

Decisions Made

Application No.	Date and Decision	Location	Proposal
23/418	7 July 2023 Granted	82A Poulton Street Kirkham PR4 2AH	Non material amendment to application 22/250 for modification to approved alterations at first and second floor to be retained as existing.
23/427	10 July 2023 Approve Certificate	3 Newsham Gardens Kirkham PR4 2EY	Certificate of Lawfulness for proposed development for single storey rear extension.

APPENDIX B: Agenda Item 23/07/11 FINANCES

(i) To endorse the timely payment of invoices:

INVOICE DATE & REFERENCE	DESCRIPTION	INVOICE TOTAL £
Evolve Document Solutions		
26 Jun 2023 230625 30168	Printing Jun 23	67.84
Fylde Council		
3 Jul 2023 230708	Licencing Act 2003 Annual Fee	180.00
Grundys Ironmonger		
9 Jun 2023 230637 5104	Statement Jun 23: Stanley knife/double sided tape	10.98
HMRC		
26 Jun 2023 230628	Q1 2023-24 HMRC	2,064.49
JDF Homeworks		
8 Jun 2023 230605	Window Cleaning CC June 23	20.00
11 Jul 2023 230711	Window Cleaning CC July 23	20.00
Kirkham Brickwork		
10 Jul 2023 230714 WA08	Repair to wall Barnfield	1,200.00
LALC		
5 Jul 2023 230707 7100383159	Demystifying the Role of Local Councillors training course x 2	78.44
Love to Clean		
27 Jun 2023 230630	Caretaker cleaning cover: 22/05/23 & 18/06/23	60.00
M G Payroll		
26 Jun 2023 230626	Q1 2023-24 payroll processing fees	140.70
Scottish Power		
1 Jul 2023 230702 108918083	Lights on recreation ground - unmetered supply 17/05/23 to 30/06/23	624.89
Woodys		
5 May 2023 230540 I0033548	Top Soil	69.60
12 May 2023 230541 I0033549	Wood for Electric Meter in Memorial Park	51.25

(ii) Presentation of Bank Balances as at 13 July 2023:

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	£61,350.98	£61,350.98	Expanded Balance
<u>09-02-22 10693308</u> BUSINESS RESERVE	GBP	£193,940.97	£193,940.97	Expanded Balance
<u>09-02-22 10693311</u> CORPORATE NOTICE	GBP	£209,269.49	£209,269.49	Expanded Balance

(iii) VAT Return

The VAT Return is ready to be submitted.

APPENDIX C: Agenda Item 23/07/13 POLICE REPORT



**Lancashire
Constabulary**
police and communities together

INCIDENTS Kirkham WA12/13	JUNE 2023 Number of Incident's
Nuisance/ASB	<p>9 ASB logs including:</p> <ul style="list-style-type: none"> • Egg throwing incident to a dwelling window on Foxwood Drive. • Youths smashing a glass bottle on Memorial Park • Youths climbing on garage roofs behind the Co-op, market Square. • Hawkers/Cold callers at Dowbridge • ASB caused by Youths at Kirkham allotments
Criminal Damage	<p>1 damage log recorded</p> <ul style="list-style-type: none"> • Smashed window, The Close, Kirkham
Theft	<p>2 theft logs recorded.</p> <ul style="list-style-type: none"> • Stolen Amazon parcel, Ash Avenue • Theft from Grammar School
Burglary	<p>0 incidents recorded.</p>
Road Traffic Incidents	<p>5 RTC's Damage Only</p> <ul style="list-style-type: none"> • 3 – Damage only • 2 - Minor injury
Road related offence or disruption (i.e. obstruction)	<p>7 incidents recorded. Flooding due to extreme weather conditions on multiple roads in and around Kirkham</p>
Police Activity	<p>Update on incident at Community Centre involving Pilates Class With the aid of Kirkham Town Council CCTV, the main culprits involved in causing alarm to a group using the Community Centre have been identified. The NHPT are now in the process of interviewing the individuals involved. A further update will be provided next months' once the investigation is concluded. The NHPT would like to thank Kirkham Town Council for the assistance in dealing with this matter.</p> <p>Youth Nuisance Reports have been made to the NHPT regarding youths causing issues at the Co-op. allotments and on the parks. Individuals involved have not been identified and the NHPT are working with partner agencies to address the behaviour.</p>