



# KIRKHAM

## TOWN COUNCIL

The Community Centre  
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**MEMBERS OF THE COUNCIL ARE SUMMONED TO THE ANNUAL MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 12 SEPTEMBER 2023 AT 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS**

|   |                             |
|---|-----------------------------|
| <b>Kirkham Council Website Presentation</b>                             | <b>6.00-6.30 pm</b>         |
| <b>Men's Shed, Chris Mallings and Adrian Long, St. Michael's Church</b> | <b>6.30-7.00 pm</b>         |
| <b>Fylde Council, Kirkham Realm, Melissa Thorpe</b>                     | <b>Agenda Item 23/09/05</b> |
| <b>Lancashire Constabulary</b>  | <b>Agenda Item 23/09/12</b> |

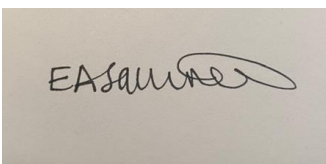
**PUBLIC Members of the public are invited to attend and an opportunity will be given PARTICIPATION for residents to speak during the open forum, refer to 23/09/04 below.**

### AGENDA

| DESCRIPTION |  | ACTION                             |
|-------------|--|------------------------------------|
| 23/09/01    | <b>Apologies for Absence</b><br><i>To accept apologies for absence.</i>  | <b>Mayor</b>                       |
| 23/09/02    | <b>Declarations of Interest</b><br><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>   | <b>Mayor</b>                       |
| 23/09/03    | <b>Minutes of the Previous Meeting</b><br><i>To accept as a correct record the Minutes of the Meeting held on 21 June 2023.</i>  | <b>Mayor</b>                       |
| 23/09/04    | <b>Public Participation</b><br><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> |                                    |
| 23/09/05    | <b>Kirkham Public Realm</b><br>Update from Fylde Council   | <b>Melissa Thorpe</b>              |
| 23/09/06    | <b>Matters Arising from Previous Meeting</b><br>(i) Love Clean Streets (Actioned)<br>(ii) Flooding (Actioned)<br>(iii) Standing Orders<br>(iv) Electric Vehicle Charging Points<br>(v) Purchase of a Safe<br>(vi) Use of WSH Car Park  | <b>Brief update<br/>Town Clerk</b> |

|                 | <b>DESCRIPTION</b>  | <b>ACTION</b>  |
|-----------------|---|--|
|                 | (vii) Screens for Community Centre and William Segar Hodgson<br>(viii) Kirkham Juniors FC (Actioned)<br>(ix) Twinning (Actioned)  |  |
| <b>23/09/07</b> | <b>Mayors Announcements</b><br>(i) Events Attended<br>(ii) Training<br>(iii) Willows Church<br>(iv) Safeguarding Policy and Procedure (Draft)<br>(v) Speed Control (Cllr. Cameron)  | <b>Mayor</b>   |
| <b>23/09/08</b> | <b>Leisure Parks and Open Spaces</b><br>(i) Feedback LPAOS Committee 8 August 2023<br>(ii) Feedback LPAOS Committee 7 September 2023  | <b>Cllr. Wellings,<br/>Chair of<br/>LPAOS</b>                  |
| <b>23/09/09</b> | <b>Planning</b><br>Refer to <b>Appendix A</b> for full listing.   | <b>Town Clerk</b>  |
| <b>23/09/10</b> | <b>Finances</b><br>(i) Santander Debit Cards<br>Refer to Appendix B for detail:<br>(ii) To agreed payment of invoices<br>(iii) Presentation of bank balances as at 7 September 2023 | <b>Cllr. Byers,<br/>Chair of the<br/>F&amp;E<br/>Committee</b> |
| <b>23/09/11</b> | <b>Bookings</b><br>General update   | <b>Town Clerk</b>  |
| <b>23/09/12</b> | <b>Policing Matters</b><br>Refer to <b>Appendix C</b> for detail  | <b>Town Clerk</b>  |
| <b>23/09/13</b> | <b>Staffing</b><br>(i) Feedback Staffing Committee 4 September 2023   | <b>Cllr. M. Ledger<br/>Chair of<br/>Staffing</b>               |
| <b>23/09/14</b> | <b>Kirkham Baths Update</b>   | <b>Cllr. Wellings</b>  |
| <b>23/09/15</b> | <b>Time and date of next meeting is 10 October 2023 @ 7.00 PM</b>   |  |

Signed



**Elizabeth Squires**  
**Town Clerk**

## APPENDIX A: Agenda Item 23/09/09 PLANNING

### Applications Received

| Application No. | Date         | Location  | Proposal   |
|-----------------|--------------|---|--|
| 23/0501         | 19 July 2023 | Riley House<br>Bryning Fern Lane<br>Kirkham<br>PR4 2BQ  | Use of existing residential children's home for 4 children (Class 2 and age restriction of 11-17 years inclusive) for a residential children's home for 4 children aged 8-17 years inclusive, include the formation of 3 car parking spaces within front garden accessed from Bryning Fern Lane.                               |
| 23/0515         | 21 July 2023 | Community Centre<br>Birley Street<br>Kirkham<br>PR4 2AN<br><b>Note: Councillors have approved, this decision, to be ratified.</b>         | Extension and alteration of the building:<br>1. Front extension to form entrance to new toilet and shower room.<br>2. Modification of window to front elevation to form double door entrance to main building.<br>3. Hard and soft landscaping to front of building.<br>4. Blocking up of existing door to southern elevation. |
| 23/0115         | 27 July 2023 | Ribby Hall Leisure Village<br>Ribby Road<br>Ribby with Wrea<br>PR4 2PR  | Demolition of existing portal-framed structure and erection of 2 storey, Part 3 storey entertainment centre, including associated vehicular parking, servicing bays, access works and Public Realm provision within the grounds of Ribby Hall Village.   |
| 23/0435         | 28 July 2023 | 113 Poulton Street<br>Kirkham<br>PR4 2AJ<br><b>Note: Councillors have approved, this decision, to be ratified, granted 8 August 2023.</b> | Replacement shop front.  |
| 22/0616         | 31 July 2023 | Mill Farm Sports Village<br>Fleetwood Road<br>Medlar with Wesham  | Erection of employment building, providing a mixture of manufacturing/assembly (Class B2) and storage/distribution (Class B8) and ancillary offices/showroom area, including car parking and landscaping areas.  |
| 23/0556         | 8 Aug 2023   | 17 Barnfield<br>Kirkham<br>PR4 2AQ  | Application for prior notification of single storey rear extension of 4M projection, 3M ridge and 2.76M eaves.   |
| 23/0546         | 16 Aug 2023  | Bryning Fern Nurseries<br>Bryning Fern Lane<br>Kirkham<br>PR4 2BQ   | Erection of a 1.2M high boundary treatment to front (eastern) and side (southern) boundaries of front garden featuring brick piers with railing infill.<br>Erection of 1.5M high brick piers and bi-fold gates to existing driveway entrance.  |
| 23/0579         | 30 Aug 2023  | 2 Vale Royal<br>Kirkham<br>PR4 2YU  | Change of use of dwellinghouse (Use Class C3) to a home for up to two young people (between 8 to 18 years of age) with care provided 24 hours a day by up to two non-resident carers and one manager working in shifts (Use Class C2).   |
| 23/0598         | 29 Aug 2023  | 11 Sunningdale Close<br>Kirkham<br>PR4 2TG  | Certificate of lawful development for the proposed use of a dwellinghouse (Use Class C3) as a home for up to two young people (no older than 18 years of age) with care provided 24 hours a day by up to two non-resident carers and one manager working in shifts (Use Class C2).   |

## Decisions Made

| Application No. | Date and Decision       | Location   | Proposal  |
|-----------------|-------------------------|--|---|
| 23/0383         | 24 July 2023<br>Granted | 36 Poulton Street<br>Kirkham<br>PR4 2AH  | External alteration:<br>1. Replacement shop front.<br>2. Provision of fabric awning.<br>3. Re-cladding of entrance ramp and steps, and replacement of balustrade.   |
| 23/0410         | 3 Aug 2023              | Hillside Restaurant<br>48 Preston Street<br>Kirkham<br>PR4 2ZA   | Listed building consent for:<br>1. Rebuild three chimneys.<br>2. Replacement render to side elevations.<br>3. Repoint front elevation in lime mortar.<br>4. Replace windows to right side elevation.<br>5. Replace and repair windows to front elevation.<br>6. Replace all rainwater goods with cast iron rainwater goods.<br>7. Repair of parapet gutter.<br>8. Removal of fittings from front elevation.<br>9. Renovation of iron balustrade and lantern to front elevation.<br>10. Repair stonework to steps and plinth.<br>11. Block up internal window for internal fire compartmentation.<br>12. Improve the finish of the car park. |
| 23/0435         | 8 Aug 2023<br>Granted   | 113 Poulton Street<br>Kirkham<br>PR4 2AJ<br><b>Note: Councillors<br/>have approved,<br/>this decision, to be<br/>ratified.</b> | Replacement shop front.   |

## APPENDIX B: Agenda Item 23/09/10 FINANCES

- (i) To endorse the timely payment of invoices:

# Payable Invoice Detail

Kirkham Town Council

For the period 1 June 2023 to 30 September 2023

Status contains Awaiting Approval

| INVOICE DATE                   | CONTACT                   | REFERENCE          | DESCRIPTION                                       | INVOICE TOTAL |
|--------------------------------|---------------------------|--------------------|---|---------------|
| <b>Awaiting Approval</b>       |                           |                    |   |               |
| 15 Aug 2023                    | Rentokil                  | 230817 21979432    | Pest Control: service period 15/08/23 to 14/11/23 | 264.00        |
| 23 Aug 2023                    | Knight Air Products       | 326060             | Cleaning Products                                 | 129.29        |
| 25 Aug 2023                    | Evolve Document Solutions | 30967              | Photocopying 24/07/23 to 25/08/23                 | 19.94         |
| 30 Aug 2023                    | Fylde Council             | 230823             | Roll grey refuse sacks x 2                        | 89.72         |
| 1 Sep 2023                     | Churchill Security Ltd    | INV-0000026352     | Keyholding CC                                     | 50.58         |
| 1 Sep 2023                     | Churchill Security Ltd    | INV-0000026353     | Keyholding WSHP                                   | 50.58         |
| 5 Sep 2023                     | RSS TM & Events           | 0000028129         | Road closures Remembrance Sunday 12/11/23         | 552.00        |
| 6 Sep 2023                     | Divine Signs Ltd          | 8452               | "To the shops" sign                               | 142.14        |
| 7 Sep 2023                     | Safe.co.uk                | PO-0022 SP-2018689 | Master Lock LTW205GYC Water Resistant Fire Safe   | 568.48        |
| <b>Total Awaiting Approval</b> |                           |                    |   |               |
| Total                          |                           |                    |   |               |

- (ii) Presentation of Bank Balances as at 7 September 2023:

### Current Accounts Balance Summary

| Account ID/ Account Alias                              | Ccy | Balances reported in account currency |                           | Actions                          |
|--|-----|---------------------------------------|---------------------------|----------------------------------|
|  |     | Current Balance                       | Current Available Balance |                                  |
| <a href="#">09-02-22 10693324</a><br>CORPORATE CURRENT | GBP | £134,980.93                           | £134,876.19               | <a href="#">Expanded Balance</a> |
| <a href="#">09-02-22 10693308</a><br>BUSINESS RESERVE  | GBP | £194,982.30                           | £194,982.30               | <a href="#">Expanded Balance</a> |
| <a href="#">09-02-22 10693311</a><br>CORPORATE NOTICE  | GBP | £210,825.79                           | £210,825.79               | <a href="#">Expanded Balance</a> |

**APPENDIX C: Agenda Item 23/09/12 POLICE REPORT**

**Verbal report will be presented**



**Lancashire  
Constabulary**  
police and communities together