



KIRKHAM

TOWN COUNCIL

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

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

MEMBERS OF THE COUNCIL ARE SUMMONED TO THE MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 23 JULY 2024 AT 7.00 PM AT THE COMMUNITY CENTRE, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS

**PRE-MEET ARRANGED:
 SUE FLOWERS 6.00PM**

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 24/07/04 below.

AGENDA – Part 1

DESCRIPTION		ACTION
24/07/01	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
24/07/02	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
24/07/03	Minutes of the Previous Meeting <i>To accept as a correct record the Minutes of the Meeting held on 11 June 2024. To accept as a correct record the Minutes of the Extraordinary Meeting held on 27 June 2024.</i>	Mayor
24/07/04	Public Participation – Kirkham Residents <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>	Limited to 20 minutes
24/07/05	Lancashire Constabulary - Policing Matters (i) Verbal Update	
24/07/06	Matters Arising from Previous Meeting (i) Signage (refer to LPAOS 24/07/08 (i)) (ii) Community Centre Boiler	Brief update Town Clerk
24/07/07	Mayors Announcements (i) Events Attended (ii) Standing Orders	Chair

DESCRIPTION		ACTION
	<p><i>Review and consideration of the revisions and re-ordering with a motion to approve being included in our September meeting.</i></p> <p>(iii) Review of Committee Chairs and attendees as per Standing Orders 2 (j): <i>(vii) Receipt of nominations to existing committees.</i> <i>(viii) To elect members of Committees and Chairmen.</i></p> <p>(iv) Disabled Facility Community Centre</p> <p>(v) Grant William Segar Hodgson</p> <p>(vi) CCTV</p> <p>(vii) EV Charger</p> <p>(viii) Website Domain</p> <p>(ix) Essential Work Pavillion Barnfield</p> <p>(x) Beacon</p> <p>(xi) Eagles Court Car Park</p> <p>(xii) Kirkham Juniors Football Club</p> <p>(xiii) Annual Subsidiary, Kirkham Baths</p>	
24/07/08	<p>Leisure Parks and Open Spaces</p> <p>(i) Feedback of LPAOS Committee 6 June 2024</p> <ul style="list-style-type: none"> • Play bark (chip) for Barnfield – cost not to exceed £4,640 for play bark; • Play Zone Muga; • Mill Street Signage; • Grant for CCTV; • Agreement for the design of the Memorial Plaque and proposed stand. <p>(ii) Flooding</p> <p>(iii) South View</p> <p>(iv) In Bloom</p>	<p>Cllr. Wellings, Chair of LPAOS Cllr. Welch</p>
24/07/09	<p>Planning</p> <p>Refer to Appendix A for full listing.</p>	Town Clerk
24/07/10	<p>Finances</p> <p>Refer to Appendix B for detail:</p> <p>(i) To ratify payment of invoices</p> <p>(ii) To agree payment of invoices</p> <p>(iii) Presentation of bank balances as at 18 July 2024</p> <p>(iv) Arrangements for payment of invoices due August 2024</p>	<p>Cllr. Byers, Chair of the F&E Committee</p>
24/07/11	<p>Bookings</p> <p>General update</p>	Town Clerk
24/07/12	<p>Staffing</p> <p>Part 2</p>	<p>Cllr. Ledger Chair of the Staffing Committee</p>

AGENDA – Part 2 – Confidential items to be discussed In Committee (if applicable)

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,

DESCRIPTION	ACTION
<p><i>because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.</i></p> <p><i>Councillors are asked to agree this action and only this will be minuted.</i></p>	
24/07/13	Time and date of next meeting is 10 September 2024 @ 7.00 PM

Elizabeth Squires

Town Clerk

APPENDIX A: Agenda Item 24/07/09 PLANNING**FYLDE COUNCIL****Applications Received**

Application No.	Date	Location	Proposal
24/0290	13 JUNE 2024	4 WHINFIELD TERRACE BLACKPOOL ROAD KIRKHAM PR4 2RE	EXTENSION AND ALTERATION OF THE DWELLING: 1. REPLACEMENT OF EXISTING FLAT ROOF TO 2 STOREY REAR EXENSION WITH DUAL PITCHED ROOF; 2. RECONFIGURATION AND REPLACEMENT OF WINDOWS AND DOORS TO ALL ELEVATIONS; 3. REMOVAL OF CHIMNEY; AND 4. RE-RENDER OF DWELLING.
24/0364	19 JUNE 2024	52-64 POULTON STREET KIRKHAM PR4 1AH	APPLICATION TO DISCHARGE CONDITION 2 (MATERIALS) ON PLANNING PERMISSION 22/0950.
24/0365	19 JUNE 2024	1 STILE CLOSE KIRKHAM PR4 2SF	SINGLE STOREY REAR EXTENSION.

Decisions Made

Application No.	Date and Decision	Location	Proposal
23/0806	10 JUNE 2024 ISSUED	LAND WEST (OPPOSITE ST. GEORGES PARK) KIRKHAM BYPASS	APPLICATION TO DISCHARGE CONDITIONS 26 (METHOD STATEMENT TO PREVENT CONTSTRUCTION MATERIALS REACHING RAILWAY), 27 (VIBRO IMPACT WORKS RISK ASSESSMENT AND METHOD STATEMENT TO RAILWAY), 28 (LEVELS EARTHWORKS AND EXCAVATION DETAIL NEAR RAILWAY BOUNDARY) AND 29 (VEHICLE SAFETY PROTECTION MEASURES TO RAILWAY) OF PLANNING PERMISSION 23/0166.
23/0144	11 JUNE 2024 REFUSED	24 WINDMILL AVENUE KIRKHAM PR4 2ZQ	DORMER EXTENSIONS TO THE EAST AND WEST PACING ROOF SLOPES OF THE MAIN DWELLING.
24/0162	3 JULY 2024 ISSUED	SOUTH FARM DOWBRIDGE KIRKHAM PR4 2YL	APPLICATION TO DISCHARGE DETAILS REQUIRED BY CONDITIONS TO PLANNING PERMISSION 21/1120 – CONDITION 7 (CONSTRUCTION METHOD STATEMENT), CONDITION 14 (ARCHAEOLOGICAL INVESTIGATION) AND CONDITION 17 (BIRD BOXES).
23/0209	15 JULY 2024 GRANTED	KIRKHAM PRISON FRECKLETON ROAD KIRKHAM PR4 2RN	RETENTION OF 4 EXISITNG TEMPORARY ACCOMMODATION UNITS AS PERMANENT ACCOMMODATION, CONSISTING OF 77 ROOMS WITH ENSUITE RACILITIES, AND ANCILLARY BREAK/KITCHEN TELECOM ROOMS.

APPENDIX B: Agenda Item 24/07/10 FINANCES

(i) To ratify the timely payment of invoices (total value £64,788.46):

For the period 1 April 2024 to 11 July 2024

Invoice Date	Reference	Description	Invoice Total £	Balance £
CJ Jetz Limited				
07 Jul 2024	CJ09574	South View: landscaping/fence renewal/edging manhole/patched footpath/waste removal	7,011.60	7,011.60
Total CJ Jetz Limited				7,011.60
Divine Signs Ltd				
20 Jun 2024	11080	Signs - car park		320.94
20 Jun 2024	11080	Installation of signs		90.00
20 Jun 2024	11080	Artwork for signs		22.50
Total Divine Signs Ltd			433.44	433.44
Evolve Document Solutions				
27 Jun 2024	34831	Photocopying 28/05/24 to 27/06/24	18.00	18.00
Total Evolve Document Solutions				18.00
Fylde Council				
01 Jul 2024	FY PL0081	Annual licence Kirkham Community Centre 10/08/24 to 09/08/25	180.00	180.00
04 Jul 2024	Email Gail Isbister 03/07/24	Grounds maintenance contract Apr 24	51,508.80	17,169.60
04 Jul 2024	Email Gail Isbister 03/07/24	Grounds maintenance contract May 24	51,508.80	17,169.60
04 Jul 2024	Email Gail Isbister 03/07/24	Grounds maintenance contract Jun 24	51,508.80	17,169.60
Total Fylde Council				51,688.80
Grundys Ironmonger				
03 Jun 2024	5168	KIB18: Landscape fabric	43.50	43.50
06 Jun 2024	5171	Cable clips	2.00	2.00
Total Grundys Ironmonger				45.50
Hardy Finch				
25 Jun 2024	Inv-3909	Management/admin/set up fee: kirkhamtowncouncil.gov.uk	198.00	198.00
Total Hardy Finch				198.00
HMRC				
24 Jun 2024	Q1 2024-25	Q1 2023-24 HMRC	2,014.96	2,014.96
Total HMRC				2,014.96
Leith Facilities Ltd				

04 Jul 2024	#000768	Supply and fit of 4 sets of push fit taps CC	648.00	648.00
Total Leith Facilities Ltd				648.00
M G Payroll				
05 Jul 2024	KTC July	Payroll services Q1 2024-25	89.64	89.64
Total M G Payroll				89.64
Maxigiene				
20 Jun 2024	33668C	Monthly legionella monitoring WSHP		48.00
20 Jun 2024	33668C	Monthly legionella monitoring CC	96.00	48.00
Total Maxigiene				96.00
Michelle Welch				
07 Jun 2024	DS-ASE-INV-GB-2024-249315542	Gardening Gloves	20.97	20.97
Total Michelle Welch				20.97
Rawcliffe & Co Accountants				
21 Jun 2024	I-14286/87120	Preparation of accounts to 31/03/24 and internal audit	1,140.00	1,140.00
Total Rawcliffe & Co Accountants				1,140.00
Scottish Power				
01 Jul 2024	109339511	Electricity 31/03/24 to 31/06/24	1,349.23	1,349.23
Total Scottish Power				1,349.23
St John Ambulance				
02 Jul 2024	SP24003643	1st Aid for D-Day lantern lighting	34.32	34.32
Total St John Ambulance				34.32
Total				64,788.46

(ii) To agree payment of invoices (total value £258.35):

Invoice Date	Reference	Description	Invoice Total	Balance
Andrew Richardson				
17 Jul 2024	232533	Wood for repairing drawers under stage	36.77	36.77
Total Andrew Richardson				36.77
Black Box Security				
16 Jul 2024	257293	Emergency lighting annual test	96.00	96.00
Total Black Box Security				96.00
Elizabeth Squires				
13 May 2024	242534	Refreshments for council meetings	5.30	5.30
13 Jul 2024	KIB 23	Padlock for KIB shed on allotment	14.00	14.00
Total Elizabeth Squires				19.30
Knight Air Products				
09 Jul 2024	330850	Hand towels - CC	71.28	71.28
Total Knight Air Products				71.28
LALC				
01 Jul 2024	NCC030724/14	New councillors & clerks training 03/07/24: Neil Byers	35.00	35.00
Total LALC				35.00
Total			0.00	258.35

(iii) Presentation of Bank Balances as at 18 July 2024:

Current Accounts Balance Summary

Account ID/ Account Alias	Ccy	Balances reported in account currency		Actions
		Current Balance	Current Available Balance	
09-02-22 10693324 CORPORATE CURRENT	GBP	£44,606.41	£44,606.41	Expanded Balance
09-02-22 10693308 BUSINESS RESERVE	GBP	£69,437.26	£69,437.26	Expanded Balance
09-02-22 10693311 CORPORATE NOTICE	GBP	£218,989.19	£218,989.19	Expanded Balance
09-02-22 11147170 KTC IN BLOOM	GBP	£3,122.23	£3,122.23	Expanded Balance