



# KIRKHAM

## TOWN COUNCIL

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**MEMBERS OF THE COUNCIL ARE SUMMONED TO THE MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 10 SEPTEMBER 2024 AT 7.00 PM AT THE COMMUNITY CENTRE, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS**

**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 24/09/04 below.

### AGENDA – Part 1

DESCRIPTION		ACTION
24/09/01	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
24/09/02	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
24/09/03	<b>Minutes of the Previous Meeting</b> <i>To accept as a correct record the Minutes of the Meeting held on 23 July 2023 2024.</i>	Mayor
24/09/04	<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>	Limited to 20 minutes
24/09/05	<b>Lancashire Constabulary - Policing Matters</b> (i) Verbal Update	
24/09/06	<b>Matters Arising from Previous Meeting</b> (i) In Bloom Portfolio (ii) Website Domain	Brief update Town Clerk
24/09/07	<b>Mayors Announcements</b> (i) Events Attended (ii) Standing Orders <i>Review and consideration of the revisions with a motion to approve.</i> (iii) Disabled Facility Community Centre (iv) Grant William Segar Hodgson	Chair

DESCRIPTION		ACTION
	(v) CCTV (vi) EV Charger (vii) Website Domain (viii) Essential Work Pavillion Barnfield (ix) Beacon (x) Eagles Court Car Park (xi) Security (xii) Banking Hub (xiii) Mayoral Badges (xiv) Highways Reporting Update	
24/09/08	<b>Leisure Parks and Open Spaces</b> (i) Feedback of LPAOS Committee(s) 1 August and 5 September 2024 (ii) Flooding (iii) Play Park (iv) Berkley Close (v) Market Square (vi) In Bloom	<b>Cllr. Welch Chair of LPAOS</b>
24/09/09	<b>Planning</b> Refer to <b>Appendix A</b> for full listing.	<b>Town Clerk</b>
24/09/10	<b>Finances</b> Refer to <b>Appendix B</b> for detail: (i) To ratify the payment of invoices due to there being no meeting in August 2024 (ii) To agree payment of invoices (iii) Presentation of bank balances as at 5 September 2024 (iv) Finance and Events Committee Feedback	<b>Cllr. Byers, Chair of the F&amp;E Committee</b>
24/09/11	<b>Bookings</b> General update	<b>Town Clerk</b>
24/09/12	<b>Staffing</b> Part 2	<b>Cllr. Ledger Chair of the Staffing Committee</b>
<p><b>AGENDA – Part 2 – Confidential items to be discussed In Committee (if applicable)</b></p> <p><i>The proposal is for:</i>  <i>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.</i>  <b><i>Councillors are asked to agree this action and only this will be minuted.</i></b></p>		
24/09/13	<b>Time and date of next meeting is 8 October 2024 @ 7.00 PM</b>	

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

**APPENDIX A: Agenda Item 24/09/09 PLANNING****FYLDE COUNCIL****Applications Received and Previously Approved - Ratification**

<b>Application No.</b>	<b>Date</b>	<b>Location</b>	<b>Proposal</b>
<b>24/0424</b>	<b>24 JULY 2024</b>	<b>17 SANDHURST CLOSE KIRKHAM PR4 2JG</b>	<b>FIRST FLOOR SIDE AND REAR EXTENSION.</b>
<b>24/0425</b>	<b>24 JULY 2024</b>	<b>HILLSIDE RESTAURANT 48 PRESTON STREET KIRKHAM PR4 2ZA</b>	<b>LISTED BUILDING CONSENT FOR INTERNAL WORKS TO CELLER, GROUND, FIRST AND SECOND FLOOR LEVELS, AND EXTERNAL WORKS INCLUDING:</b> <b>1. REPAIR OF STONE, RENDER AND BRICK WORK;</b> <b>2. RESTORE, REFURBISH AND DECORATION OF DOORS AND WINDOWS;</b> <b>3. BRICKING UP OF GROUND FLOOR OPENINGS AND PROVISION OF NEW WINDOW OPENING TO THE EASTERN SIDE ELEVATION;</b> <b>4. REFURBISH EXTERNAL METAL STAIRCASE TO EASTERN SIDE ELEVATION.</b>
<b>24/0219</b>	<b>10 JULY 2024</b>	<b>63 ORDERS LANE KIRKHAM PR4 2TP</b>	<b>EXTENSION AND ALTERATION OF THE DWELLING:</b> <b>1. DEMOLITION AND REPLACEMENT OF EXISTING GARAGE;</b> <b>2. SINGLE STOREY REAR EXTENSION;</b> <b>3. PORCH TO SIDE ELEVATION;</b> <b>4. RENDER OF DWELLING;</b> <b>5. ALTERATION TO WINDOW AND DOOR OPENINGS, INCLUDING PROVISION OF PATION DOORS TO SIDE ELEVATIONS;</b> <b>6. SOLAR PANELS TO ROOF OF DWELLING;</b> <b>7. GATED PEDESTRIAN ENTRANCE TO ST. THOMAS ROAD;</b> <b>8. GATES TO DRIVEWAY ENTRANCE;</b> <b>9. RETAINING WALLS AND INCREASED HARDSTANDING TO GARDEN AREAS.</b>

**Appeals - Ratification**

<b>Appeal No.</b>	<b>Date</b>	<b>Location</b>	<b>Proposal</b>
<b>23/0144</b>	<b>24 JULY 2024</b>	<b>24 WINDMILL AVENUE KIRKHAM PR4 2ZQ</b>	<b>DORMER EXTENSIONS TO THE EAST AND WEST PACING ROOF SLOPES OF THE MAIN DWELLING.</b>

### Decisions Made - Ratification

<b>Application No.</b>	<b>Date and Decision</b>	<b>Location</b>	<b>Proposal</b>
23/0364	23 JULY 2024 ISSUED	52-64 POULTON STREET KIRKHAM PR4 1AH	APPLICATION TO DISCHARGE CONDITION 2 (MATERIALS) ON PLANNING PERMISSION 22/0950.

### Applications Received

<b>Application No.</b>	<b>Date</b>	<b>Location</b>	<b>Proposal</b>
24/0513	3 SEPT 2024	BRAEMAR RIBBY ROAD KIRKHAM PR4 2BE	ERECTION OF TWO STOREY SIDE EXTENSION.

### Decisions Made

<b>Application No.</b>	<b>Date and Decision</b>	<b>Location</b>	<b>Proposal</b>
24/0219	7 AUG 2024	63 ORDERS LANE KIRKHAM PR4 2TP	EXTENSION AND ALTERATION OF THE DWELLING: 1. DEMOLITION AND REPLACEMENT OF EXISTING GARAGE. 2. SINGLE STOREY REAR EXTENSION. 3. PORCH TO SIDE ELEVATION. 4. RENDER OF DWELLING. 5. ALTERATION TO WINDOW AND DOOR OPENINGS, INCLUDING PROVISION OF PATIO DOORS TO SIDE AND FRONT ELEVATIONS. 6. SOLAR PANELS TO ROOF OF DWELLING 7. GATED PEDESTRIAN ENTRANCE TO ST. THOMAS ROAD. 8. GATES TO DRIVEWAY ENTRANCE. 9. RETAINING WALLS AND INCREASED HARDSTANDING TO GARDEN AREA.

## APPENDIX B: Agenda Item 24/09/10 FINANCES

(i) To ratify the timely payment of invoices (total value £1,283.94):

### Payable Invoice Detail

Kirkham Town Council

For the period 1 April 2024 to 2 August 2024

Status contains Awaiting Approval

INVOICE DATE	REFERENCE	DESCRIPTION	INVOICE TOTAL	BALANCE
<b>Evolve Document Solutions</b>				
29 Jul 2024	35249	Photocopying 27/06/24 to 29/07/24	44.72	44.72
<b>Total Evolve Document Solutions</b>				<b>44.72</b>
<b>GOS</b>				
25 Jul 2024	Inv043075	Annual boiler service WSHP	162.00	162.00
25 Jul 2024	Inv043077	Annual boiler service CC	162.00	162.00
<b>Total GOS</b>				<b>324.00</b>
<b>Leith Facilities Ltd</b>				
14 May 2024	000769	Repair to leaking taps CC 07/05/24	120.47	120.47
14 May 2024	000767	Repairs to leaking ceiling	162.00	162.00
<b>Total Leith Facilities Ltd</b>				<b>282.47</b>
<b>Maxigiene</b>				
28 May 2024	33468C	Legionella monitoring May 24	96.00	96.00
30 Jul 2024	33960C	Legionella testing July 24 CC	96.00	48.00
30 Jul 2024	33960C	Legionella testing July 24 WSHP	96.00	48.00
<b>Total Maxigiene</b>				<b>192.00</b>
<b>Megan Vipond</b>				
26 Jul 2024	38611165	Monta EV app - creating wallet	10.00	10.00
<b>Total Megan Vipond</b>				<b>10.00</b>
<b>Rentokil</b>				
25 Jul 2024		Quarterly invoice 15/11/24 - 14/11/24	290.40	290.40
<b>Total Rentokil</b>				<b>290.40</b>
<b>Woodys</b>				
2 Jul 2024	I0039661	Concrete flag for shed base on allotments	42.60	42.60
<b>Total Woodys</b>				<b>42.60</b>
<b>Total</b>				<b>1,186.19</b>

Additional invoices included for payment 09/08/24:

Grundys Inv 5200 £27.38: KTC Key Cut x 2, paint & brush  
Grundys Inv 5197 £14.99: KIB Chicken Wire  
Knight Air Inv 331177 £55.38: Floor Cleaner & Toilet Rolls

(ii) To agree payment of invoices (total value £6,863.20):

## Payable Invoice Detail

Kirkham Town Council

For the period 1 July 2024 to 5 September 2024

Status contains Awaiting Approval

INVOICE DATE	REFERENCE	DESCRIPTION	INVOICE TOTAL	BALANCE
<b>Leith Facilities Ltd</b>				
20 Aug 2024	000902	Repair to blocked toilet ladies bathroom	48.00	48.00
27 Aug 2024	000911	Barnfield Building: remove existing plumbing, pipework & sanitary fittings and replace sinks, toilets & hot water heater and provision of pipework	2,652.00	2,652.00
<b>Total Leith Facilities Ltd</b>				<b>2,700.00</b>
<b>Nexus Hygiene</b>				
1 Sept 2024	002431	3 x sanitary bin x 12 months 01/09/24 to 31/08/25	912.00	468.00
1 Sept 2024	002431	2 x dust mat x 12 months 01/09/24 to 31/08/25	912.00	276.00
1 Sept 2024	002431	1 x dust mat x 12 months 01/09/24 to 31/08/25	912.00	168.00
<b>Total Nexus Hygiene</b>				<b>912.00</b>
<b>Total</b>				<b>3,612.00</b>

Plus one additional invoice for the work at St. George's Park:

**S Hall Contracting**

**£3,251.20** GBP

Due 12 Sep 2024

Invoice #: INV-0110

(iii) Presentation of Bank Balances as at 5 September 2024:

<b>Current Accounts Balance Summary</b>				
<b>Account ID/ Account Alias</b>	<b>Ccy</b>	<b>Balances reported in account currency</b>		<b>Actions</b>
		<b>Current Balance</b>	<b>Current Available Balance</b>	
<u>09-02-22 10693324</u> CORPORATE CURRENT	GBP	£59,483.88	£59,483.88	<u>Expanded Balance</u>
<u>09-02-22 10693308</u> BUSINESS RESERVE	GBP	£169,875.68	£169,875.68	<u>Expanded Balance</u>
<u>09-02-22 10693311</u> CORPORATE NOTICE	GBP	£220,692.45	£220,692.45	<u>Expanded Balance</u>
<u>09-02-22 11147170</u> KTC IN BLOOM	GBP	£3,049.14	£3,049.14	<u>Expanded Balance</u>
<u>09-02-22 11160694</u> EVENTS	GBP	£4,582.14	£4,582.14	<u>Expanded Balance</u>