



# KIRKHAM

## TOWN COUNCIL

The Community Centre  
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**MEMBERS OF THE COUNCIL ARE SUMMONED TO THE MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON TUESDAY 9 SEPTEMBER 2025, 7.00 PM AT THE COMMUNITY CENTRE, WESHAM TO TRANSACT THE FOLLOWING BUSINESS**

**PRE-MEET WITH KIRKHAM BOWLING CLUB 6 PM**

### AGENDA

DESCRIPTION		ACTION
25/09/01	<b>APOLOGIES FOR ABSENCE</b> <i>To receive and accept apologies where valid reasons for absence have been provided to the Town Clerk prior to the meeting.</i>	Mayor
25/09/02	<b>DECLARATIONS OF INTEREST</b> <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
25/09/03	<b>MINUTES OF THE PREVIOUS MEETING</b> (i) <i>To accept as a correct record the minutes of the meeting held on 10 June 2025.</i> (ii) <i>To accept as a correct record the minutes of the meeting held on 8 July 2025.</i>	Mayor
25/09/04	<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
25/09/05	<b>LANCASHIRE COUNTY COUNCILLOR (FYLDE EAST) AND CABINET MEMBER (RURAL AFFAIRS, ENVIRONMENT &amp; COMMUNITIES)</b> (i) Update	
25/09/06	<b>MATTERS ARISING FROM PREVIOUS MEETING</b> (i) Primary Care Network	Brief update Town Clerk
25/09/07	<b>MAYORS ANNOUNCEMENTS</b> (i) Events Attended (ii) Hire Charges (Kirsty Reader) (iii) Door at the Community Centre (iv) Shop Local – Support for Qtr. 3 (v) Flag (vi) Town Council Meetings	Chair

DESCRIPTION		ACTION
	(vii) Member's Expenses Policy (viii) Social Media Statistics	
25/09/08	<b>LEISURE PARKS AND OPEN SPACES</b> (i) LPAOS Issues <ul style="list-style-type: none"> <li>Bowling Club</li> <li>Tree Survey</li> <li>Trees – Wrangway Wood</li> </ul> (ii) In Bloom Update	<b>Cllr. Hopkinson</b> <b>Chair of LPAOS</b>  <b>Chair of In Bloom</b>
25/09/09	<b>PLANNING</b> Refer to <b>Appendix A</b> for full listing	<b>Town Clerk</b>
25/09/10	<b>FINANCES</b> Refer to <b>Appendix B</b> for detail: (i) To ratify the payment of invoices made from the Corporate Current Account during July and August 2025 (ii) Presentation of bank balances as at 4 September 2025	<b>Cllr. Byers,</b> <b>Chair of the F&amp;E Committee</b>
25/09/11	<b>EVENTS</b> (i) Update	<b>Cllr. Byers,</b> <b>Chair of the F&amp;E Committee</b>
25/09/12	<b>BOOKINGS</b> (i) Update	<b>Town Clerk</b>
25/09/13	<b>STAFFING</b> Part 2 – Deferred until 14 October 2025 meeting	<b>Cllr. Ledger</b> <b>Chair of the Staffing Committee</b>
<b>PART 2 CONFIDENTIAL ITEMS TO BE DISCUSSED IN COMMITTEE (IF APPLICABLE)</b>  <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>		
25/09/14	<b>DATE AND TIME OF NEXT MEETING</b> 14 October 2025 @ 7.00 PM, venue Wesham Community Centre	

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

**APPENDIX A: Agenda Item 25/09/09 PLANNING  
FYLDE COUNCIL**

**Applications Received**

<b>Application No.</b>	<b>Date</b>	<b>Location</b>	<b>Proposal</b>
25/0492	26 AUG 2025	55 POULTON STREET KIRKHAM PR4 2AJ	CHANGE OF USE FROM RETAIL (CLASS E) TO RESIDENTIAL USE (CLASS 3) AT UPPER GROUND FLOOR WITH SINGLE STOREY REAR EXTENSION.
25/0487	29 AUG 2025	10 GREENACRES AVENUE KIRKHAM PR4 2TX	SINGLE STOREY SIDE AND REAR EXTENSION.

**Decisions Made**

<b>Application No.</b>	<b>Date and Decision</b>	<b>Location</b>	<b>Proposal</b>
25/0399	24 JUL 2025 ISSUED	HILLSIDE RESTAURANT 48 PRESTON STREET KIRKHAM PR4 2ZA	APPLICATION TO DISCHARGE CONDITION 3 (DETAILS OF INTERNAL AND EXTERNAL JOINERY INCLUDING WINDOWS, DOORS, SKIRTING AND CORNICING) ON LISTED BUILDING PERMISSION 24/0425).

## APPENDIX B: Agenda Item 25/09/10 FINANCES

- (i) To ratify the payment of invoices made from the Corporate Current Account during July and August 2025:

For the period 1 July 2025 to 31 July 2025

Date	Description	Payments In £	Payments Out £
<b>Opening Balance</b>		<b>14,852.59</b>	
01 Jul 2025	Income: Room Hire	144.00	0.00
01 Jul 2025	Monta	17.80	0.00
01 Jul 2025	Income: Room Hire	120.00	0.00
01 Jul 2025	Income: Room Hire	72.00	0.00
01 Jul 2025	Payment: Fylde Council	0.00	58.00
01 Jul 2025	Payment: Fylde Council	0.00	75.00
01 Jul 2025	Income: Room Hire	90.00	0.00
01 Jul 2025	Income: Room Hire	15.00	0.00
01 Jul 2025	Payment: Fylde Council	0.00	572.00
01 Jul 2025	Payment: Fylde Council	0.00	720.00
02 Jul 2025	Income: Room Hire	216.00	0.00
02 Jul 2025	Income: Room Hire	72.00	0.00
03 Jul 2025	Income: Room Hire	711.00	0.00
03 Jul 2025	Income: Room Hire	74.25	0.00
04 Jul 2025	Payment: ProFM Ltd	0.00	63.73
04 Jul 2025	Payment: ProFM Ltd	0.00	63.73
04 Jul 2025	Payment: British Hardwoods The Oak Specialists	0.00	437.80
04 Jul 2025	Payment: HMRC (repayment Employment Allowance)	0.00	1,776.17
04 Jul 2025	Payment: Maxigiene	0.00	96.00
04 Jul 2025	Payment: Divine Signs Ltd	0.00	202.50
04 Jul 2025	Payment: HMRC Q2 2025-26	0.00	3,174.97
07 Jul 2025	Payment: Evolve Document Solutions	0.00	82.24
08 Jul 2025	Income: Room Hire	188.00	0.00
08 Jul 2025	Payment: British Gas Lite (Electric Recreation Ground)	0.00	211.30
09 Jul 2025	Payment: British Gas Lite (Electric WSHP)	0.00	142.23
09 Jul 2025	Payment: Xero (UK) Ltd	0.00	39.60
09 Jul 2025	Income: Room Hire	72.00	0.00
09 Jul 2025	Nest Pensions	0.00	112.83
09 Jul 2025	Payment: British Gas Lite (Electric Memorial Gardens)	0.00	68.00
10 Jul 2025	Income: Room Hire	2,000.00	0.00
10 Jul 2025	Income: Room Hire	74.25	0.00
11 Jul 2025	Income: Room Hire	2,000.00	0.00
11 Jul 2025	Payment: Telefonica UK Limited	0.00	430.52
11 Jul 2025	Income: Room Hire	72.00	0.00
11 Jul 2025	Payment: Love to Clean	0.00	126.00
11 Jul 2025	Payment: Fylde Council	0.00	180.00
11 Jul 2025	Payment: JDF Homeworks	0.00	25.00
11 Jul 2025	Payment: Elizabeth Squires (refreshments)	0.00	22.00
11 Jul 2025	Payment: Grundys Ironmonger	0.00	54.16
11 Jul 2025	Payment: Wesham Community Centre	0.00	36.00
11 Jul 2025	Payment: Smith & Co Plumbing	0.00	80.00
11 Jul 2025	Income: Room Hire	36.00	0.00
11 Jul 2025	Payment: Amazon UK (monitor)	0.00	129.80
11 Jul 2025	Payment: Everflow	0.00	182.16
12 Jul 2025	Payment: Amazon UK (window film)	0.00	26.97
14 Jul 2025	Income: Room Hire	1,100.00	0.00
14 Jul 2025	Sumup: Fees	0.00	0.93
14 Jul 2025	Income: Allotments	55.00	0.00

Date	Description	Payments	Payments
		In	Out
		£	£
15 Jul 2025	Payment: Impact IT Computing and Consulting	0.00	624.60
15 Jul 2025	Income: Room Hire	15.00	0.00
15 Jul 2025	Income: Room Hire	108.00	0.00
16 Jul 2025	Payment: Scottish Power	0.00	1,352.68
16 Jul 2025	Bank Transfer from Business Reserve to Corporate Current	20,000.00	0.00
16 Jul 2025	Payment: Santander	0.00	70.98
17 Jul 2025	Income: Room Hire	74.25	0.00
18 Jul 2025	Income: Room Hire	180.00	0.00
18 Jul 2025	Income: Room Hire	153.00	0.00
18 Jul 2025	Payment: PDW Print Design Web Property World	0.00	240.00
18 Jul 2025	Payment: PDW Print Design Web Property World	0.00	420.00
18 Jul 2025	Payment: PDW Print Design Web Property World	0.00	240.00
18 Jul 2025	Payment: Megan Vipond (HDMI cable)	0.00	5.09
18 Jul 2025	Payment: Megan Vipond (portable monitor)	0.00	94.99
18 Jul 2025	Payment: Ad Hoc (Room Hire)	0.00	50.00
22 Jul 2025	Income: Room Hire	112.00	0.00
22 Jul 2025	Income: Room Hire	15.00	0.00
24 Jul 2025	Income: Room Hire	74.25	0.00
24 Jul 2025	Payment: EDF	2,296.73	0.00
24 Jul 2025	Payment: British Gas Lite (Electric CC)	0.00	384.37
25 Jul 2025	Payment: Megan Vipond (portable monitor stand)	0.00	22.99
25 Jul 2025	Payment: NRI Security Limited	0.00	500.00
25 Jul 2025	Payment: Maxigiene	0.00	108.00
25 Jul 2025	Income: Room Hire	36.00	0.00
26 Jul 2025	Payment: Amazon UK (weedkiller)	0.00	30.99
26 Jul 2025	Payment: Amazon UK (flag)	0.00	34.94
27 Jul 2025	Income: Room Hire	30.00	0.00
28 Jul 2025	Payment: British Gas Lite (Gas WSHP)	0.00	23.89
29 Jul 2025	Payment: British Gas Lite (Gas CC)	0.00	11.89
29 Jul 2025	Income: Room Hire	540.00	0.00
30 Jul 2025	Income: Room Hire	15.00	0.00
31 Jul 2025	Income: Room Hire	90.00	0.00
31 Jul 2025	Staff Salaries	0.00	3,794.11
31 Jul 2025	Income: Room Hire	74.25	0.00
31 Jul 2025	Income: Room Hire	50.00	0.00
31 Jul 2025	Payment: Amazon UK	0.00	35.97
<b>Closing Balance</b>		<b>28,610.24</b>	

**For the period 1 August 2025 to 31 August 2025**

<b>Date</b>	<b>Description</b>	<b>Payments In £</b>	<b>Payments Out £</b>
<b>Opening Balance</b>		<b>28,610.24</b>	
01 Aug 2025	Monta	13.42	0.00
01 Aug 2025	Payment: Fylde Council	0.00	17,684.70
01 Aug 2025	Payment: HMRC VAT Q2 2025-26	16,096.97	0.00
01 Aug 2025	Payment: Rentokil	0.00	319.44
01 Aug 2025	Payment: Lancashire Environmental Fund	0.00	2,296.36
01 Aug 2025	Payment: Fylde Council	0.00	58.00
01 Aug 2025	Payment: Allotments Refund	0.00	20.00
01 Aug 2025	Payment: Fylde Council	0.00	75.00
01 Aug 2025	Payment: Fylde Council	0.00	720.00
01 Aug 2025	Payment: Fylde Council	0.00	572.00
04 Aug 2025	Payment: British Gas Lite (Electric WSHP)	0.00	160.02
04 Aug 2025	Payment: ProFM Ltd	0.00	63.73
04 Aug 2025	Payment: ProFM Ltd	0.00	63.73
04 Aug 2025	Nest Pensions	0.00	106.21
07 Aug 2025	Payment: British Gas Lite (Electric Recreation Ground)	0.00	14.18
07 Aug 2025	Income: Room Hire	112.00	0.00
07 Aug 2025	Income: Room Hire	75.00	0.00
07 Aug 2025	Income: Room Hire	74.25	0.00
07 Aug 2025	Income: Room Hire	5.00	0.00
07 Aug 2025	Income: Room Hire	70.00	0.00
07 Aug 2025	Payment: Evolve Document Solutions	0.00	52.80
08 Aug 2025	Payment: Xero (UK) Ltd	0.00	39.60
08 Aug 2025	Income: Room Hire	36.00	0.00
11 Aug 2025	Income: Room Hire	2,000.00	0.00
11 Aug 2025	Payment: British Gas Lite (Electric Memorial Gardens)	0.00	12.44
11 Aug 2025	Payment: Everflow	0.00	173.75
12 Aug 2025	Payment: Telefonica UK Limited	0.00	436.52
13 Aug 2025	Income: Room Hire	72.00	0.00
13 Aug 2025	Income: Room Hire	1,128.00	0.00
13 Aug 2025	Payment: Amazon UK	0.00	8.19
14 Aug 2025	Income: Room Hire	72.00	0.00
14 Aug 2025	Income: Room Hire	108.00	0.00
14 Aug 2025	Income: Room Hire	75.00	0.00
14 Aug 2025	Income: Room Hire	74.25	0.00
15 Aug 2025	Payment: Impact IT Computing and Consulting	0.00	565.20
15 Aug 2025	Income: Room Hire	90.00	0.00
15 Aug 2025	Payment: Knight Air Products	0.00	70.02
15 Aug 2025	Payment: M G Payroll	0.00	109.56
15 Aug 2025	Payment: Allotments (yard broom)	0.00	26.40
15 Aug 2025	Payment: PDW Print Design Web Property World	0.00	420.00
15 Aug 2025	Payment: Wesham Community Centre	0.00	36.00
15 Aug 2025	Payment: Grundys Ironmonger	0.00	7.99
15 Aug 2025	Payment: Grundys Ironmonger	0.00	32.98
16 Aug 2025	Santander: Fees	0.00	69.90
19 Aug 2025	Income: Room Hire	72.00	0.00
21 Aug 2025	Income: Room Hire	74.25	0.00
22 Aug 2025	Income: Room Hire	36.00	0.00
22 Aug 2025	Payment: JDF Homeworks	0.00	25.00

Date	Description	Payments In £	Payments Out £
22 Aug 2025	Payment: NRI Security Limited	0.00	1,500.00
22 Aug 2025	Payment: Ad Hoc (Room Hire)	0.00	50.00
22 Aug 2025	Payment: Amazon UK (A3 laminator pouch)	0.00	24.98
22 Aug 2025	Payment: Amazon UK (A3 laminator)	0.00	28.17
23 Aug 2025	Payment: Amazon UK (hessian fabric)	0.00	23.98
24 Aug 2025	Payment: Amazon UK (refund A3 laminator)	28.17	0.00
26 Aug 2025	Income: Room Hire	152.00	0.00
26 Aug 2025	Payment: British Gas Lite (Electric CC)	0.00	465.59
26 Aug 2025	Sumup: Fees	0.00	2.20
26 Aug 2025	Income: Allotment	35.00	0.00
26 Aug 2025	Income: Room Hire	95.00	0.00
28 Aug 2025	Payment: British Gas Lite (Gas CC)	0.00	202.80
28 Aug 2025	Income: Room Hire	74.25	0.00
28 Aug 2025	Payment: British Gas Lite (Gas WSHP)	0.00	6.03
29 Aug 2025	Staff Salaries	0.00	3,778.73
29 Aug 2025	Payment: Nexus Hygiene	0.00	912.00
29 Aug 2025	Payment: Maxigiene	0.00	108.00
29 Aug 2025	Fylde Council: Precept	144,635.00	0.00
<b>Closing Balance</b>		<b>162,577.63</b>	

- (ii) Presentation of bank balances as of 4 September 2025, £100,000 transferred from Corporate Current to Business Reserve:

#### 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> CORPORATE CURRENT	GBP	£43,389.22	£43,189.57	<a href="#">Expanded Balance</a>
<a href="#">09-02-22 10693308</a> BUSINESS RESERVE	GBP	£131,575.95	£131,575.95	<a href="#">Expanded Balance</a>
<a href="#">09-02-22 10693311</a> CORPORATE NOTICE	GBP	£229,575.83	£229,575.83	<a href="#">Expanded Balance</a>
<a href="#">09-02-22 11147170</a> KTC IN BLOOM	GBP	£2,185.80	£2,185.80	<a href="#">Expanded Balance</a>
<a href="#">09-02-22 11160694</a> EVENTS	GBP	£14,927.79	£14,927.79	<a href="#">Expanded Balance</a>