



KIRKHAM TOWN COUNCIL

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MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 10 JUNE 2025, 7.00 PM AT THE COMMUNITY CENTRE, WESHAM

ATTENDEES:

Stewart Jones	Chair and Mayor
Neil Byers	Cllr.
Diane Ireland	Cllr.
Maggie Ledger	Cllr.
Shaun Patchett	Cllr.
Elizabeth Squires (Minutes)	Town Clerk and RFO

25/06/01 APOLOGIES FOR ABSENCE

To accept apologies for absence.

Apologies were received from Cllrs. James Cameron, Chris Hopkinson, Peter Sutcliffe, Michelle Welch and Tony Wellings.

25/06/02 DECLARATIONS OF INTEREST

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.

No interests were declared.

25/06/03 MINUTES OF THE PREVIOUS MEETING

To accept as a correct record the minutes of the Town Council meetings held on 13 May 2025.

The 13 May 2025 minutes were proposed and seconded by members who had attended and they voted to accept as a true record.

Voting: 5 for, 0 against, 0 abstentions.

25/06/04 PUBLIC PARTICIPATION

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.

There were four members of public in attendance. The Town Crier who was in attendance updated the members about work undertaken to increase the number of stalls on the Thursday market.

A second member of the public asked about the process for electing a Town Councillor.

Another member of the public queried why Dowbridge is still a 30 mph speed zone, while other roads throughout Kirkham are 20 mph. The resident also raised concerns about cash only businesses within the town and provided information that needed to be forwarded to Trading Standards.

ACTION: The Town Clerk to contact Lancashire County Council about the speed zone and also Trading Standards about the businesses.

25/06/05 MATTERS ARISING

Matters arising from the previous meeting were addressed as part of the agenda, except for:

(i) Parking on Eagles Court and outside Ash Tree House

The Town Clerk provided an update on parking arrangements.

(ii) Memorial Bench

The Town Clerk informed the members the memorial bench has been ordered.

(iii) Mill Street Car Park

The disabled bays on Mill Street car park have been reinstated.

25/06/06 MAYORS ANNOUNCEMENTS

(i) Events Attended

The Chair (and Mayor) has attended the Twinning event held in Bad Brückenau.

(ii) Bad Brückenau

The Chair provided feedback on the Twinning event.

(ii) Bowling Club Lease

The bowling club lease has been authorised by the Chair and Deputy Mayor on behalf of the Town Council.

(iii) Email Request

The Chair has requested a Town Council email for their consort for dealing with issues to support the role of the Mayor. The members discussed. Although the members agreed to support the role of the consort they did not support an additional Town Council email as the consort is not an elected member. Members voted on the proposal to support an email address:

Voting: 1 for, 4 against, 0 abstentions.

(iv) Community Projects

The Chair requested that additional community projects be considered.

(v) Local Government Re-organisation

The re-organisation will take effect from 1 April 2028. Local councils will be asked to consider how this will affect them.

(vi) Policies

The Town Clerk raised the need for a Mayoral expenses policy. A draft policy will be presented to the Town Council meeting. Cllr. Byers requested a Equality and Diversity Policy.

ACTION: The Town Clerk to draft a Mayoral expenses policy.

(vii) Revision to Standing Orders

Two changes require change, one relating to the Administrative Support Officer post and the second relating to tender limits. The changes were proposed and seconded. Members voted:

Voting: 5 for, 0 against, 0 abstentions.

ACTION: The Town Clerk to amend the Standing Orders and present the revised draft document to the Town Council for ratification.

(viii) Vendors for Club Day

Cllr. Byers has been contacted by a vendor who has asked if they can have a stall in the town on Kirkham Club Day. Members discussed the impact on existing businesses particularly around the Market Square. The proposal was not seconded. Members voted:

Voting: 0 for, 5 against, 0 abstentions.

A local business has requested a grant for providing a space for connection and support for residents. The Warm Spaces grant was suggested. This is available from September 2025.

ACTION: The Town Clerk to ask the business owner if they would attend the pre-meet of the 9 September 2025 meeting.

The Chair presented a request from NW Air Ambulance for financial support. A proposal was made for this to be the Mayor's Charity for 2025/26. Members voted:

Voting: 5 for, 0 against, 0 abstentions.

25/06/07 LPAOS

(i) Re-naming of The Close Park

The Town Clerk raised the re-naming The Close Park to Bad Brückenau park when Kirkham host Twinning in 2026. The proposal to rename the park was seconded. Members voted:

Voting: 5 for, 0 against, 0 abstentions.

(ii) William Segar Hodgson

The fascia boards at the William Segar Hodgson require replacement. The proposal to repair the fascias was seconded. Members voted:

Voting: 5 for, 0 against, 0 abstentions.

(iii) Phone Box Adoption

The Town Clerk has applied for the adoption of the phone box on Poulton Street.

(iv) Benches

Four benches are in the process of being refurbished. One will be sited under the Jubilee lamp near Morrisons, one at the bottom of Freckleton Street, one outside the Community Centre and one on Remembrance Way.

(v) Planting

Contractors are planting up the beds around the town.

25/06/08 PLANNING

Fylde Council planning details are added to the Kirkham Town Council meeting agenda. These continue to be forwarded to the Cllrs. when they are received by the Town Clerk.

(i) Applications

Two additional applications have been received since the publication of the agenda. One of these was not supported, one of Kirkham's Fylde Councillors is dealing with this. The remaining applications were proposed and seconded. Members voted:

Voting: 5 for, 0 against, 0 abstentions.

(ii) Decisions

Two additional decisions have been received since the publication of the agenda. The decisions were noted.

25/06/09 FINANCES

(i) Ratification of the Payment of Invoices

The Town Clerk presented the invoices paid during May 2025. The payment of invoices was ratified, proposed, and seconded. Members voted:

Voting: 5 for, 0 against, 0 abstentions.

(ii) Presentation of Bank Balance(s) 5 June 2025

Cllrs. noted the bank balance(s) as at 5 June 2025. The Town Clerk summarised the larger receipts since the publication of the agenda. Cllr. Byers asked that the ratified funding for events be transferred.

ACTION: Town Clerk to transfer the ratified amount from the current account to the events account.

25/06/10 EVENTS

Cllr. Byers reported on the forthcoming events at the Market Square.

25/06/11 BOOKINGS

No update to report.

25/06/12 STAFFING

Part 2.

25/06/13 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Tuesday 8 July 2025 @ 7.00 pm, venue Wesham Community Centre.

PART 2 EXCLUSION OF PRESS AND PUBLIC – CONFIDENTIAL ITEMS DISCUSSION (IN COMMITTEE) *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, because of the confidential nature of the business to be transacted the press and public are excluded from the forthcoming items of business.

Councillors are asked to agree this action and this will be minuted.

Councillors agreed exclusion of the members of the public (no attendees), and no press were present.

Signed

Cllr. Jones, Mayor and Chair

Elizabeth Squires, Town Clerk