



KIRKHAM TOWN COUNCIL

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MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 13 MAY 2025, 7.00 PM AT THE COMMUNITY CENTRE, MILL STREET, KIRKHAM

ATTENDEES:

Stewart Jones	Chair and Mayor
James Cameron	Cllr.
Chris Hopkinson	Cllr.
Diane Ireland	Cllr.
Shaun Patchett	Cllr.
Peter Sutcliffe	Cllr.
Michelle Welch	Cllr.
Tony Wellings	Cllr.
Elizabeth Squires (Minutes)	Town Clerk and RFO

25/05/01 APOLOGIES FOR ABSENCE

To accept apologies for absence.

Apologies were received from Cllrs. Neil Byers and Maggie Ledger.

25/05/02 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.

25/05/03 MINUTES OF THE PREVIOUS MEETING

To accept as a correct record the minutes of the Town Council meetings held on 8 April 2025 and 25 April 2025.

The 8 April 2025 minutes were proposed and seconded by Members who had attended and they voted to accept as a true record.

Voting: 6 for, 0 against, 0 abstentions.

The 25 April 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.

25/05/04 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 three members of public in attendance. Lancashire County Councillor Joshua Roberts was also in attendance. The Town Crier who was in attendance and queried the number of stalls on the Thursday market. He offered to canvas for additional stall holders. The perceived lack of footfall in Kirkham on market day is partially the reason that deters stall holders wanting to stand. Options to be addressed by the Finance and Events Committee.

25/05/05 ELECTION OF COMMITTEE CHAIRS

Review of Committee Chairs and attendees as per Standing Orders 2 (j):

(vii) Receipt of nominations to existing committees.

(viii) To elect members of Committees and Chair.

(i) Finance and Events

Cllr. Byers was nominated as Chair of the Finance and Events Committee, this was proposed and seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

Cllr. Patchett was nominated as Deputy Chair of the Finance and Events Committee, this was proposed and seconded.

Cllr. Ireland asked to be a member of the Finance and Events Committee. Cllr. Hopkinson will not be a member of that committee.

This was proposed and seconded. Members. voted:

Voting: 7 for, 0 against, 1 abstentions (Cllr. Patchett).

(ii) Leisure Parks and Open Spaces

Cllr. Hopkinson stated that the Flooding Group be incorporated into this committee. Cllr. was nominated as Chair of the LPAOS Committee, this was proposed and seconded. Members voted:

Voting: 7 for, 0 against, 1 abstentions (Cllr. Hopkinson).

Cllr. Ledger was nominated as Deputy Chair of LPAOS Committee, this was proposed and seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

(iii) Staffing

Cllr. Ledger was nominated as Chair of the Staffing Committee, this was proposed and seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

Cllr. Byers was nominated as Deputy Chair of the Staffing Committee, this was proposed and seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

25/05/06 MATTERS ARISING

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

(i) Memorial Park Leak

The Town Clerk reported that the leak in Memorial Park has been repaired.

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

Cllr. Hopkinson outlined the agreement with Ash Tree House and Fylde Council to free up the 'GP Only' bay on Church Street in return for a parking space on Eagle's Court car park. The marking out of the bay on Eagle's Court has been completed.

Members discussed other areas in Kirkham that are problematic in respect of parking.

(iii) Banking Hub

Cllr. Hopkinson informed the members that the banking hub is fully operational.

(iv) Memorial Bench

The Town Clerk informed the members that residents have contributed to the Memorial Bench for Gwyn Bradley. The Town Council had previously agreed to fund any shortfall. At this stage it is unclear if the Town Council will need to contribute too, this will depend on the type of bench chosen.

(v) Admin Support Officer

The Admin Support Officer has been appointed.

25/05/07 MAYORS ANNOUNCEMENTS

(i) Events Attended

The Mayor has attended the VE Day events in People's Park and at Blackburn Cathedral. He has also attended the Spring Concert at Kirkham Grammar School.

(ii) Marking of Mill Street Car Park

The Town Clerk presented a quotation for the middle car park on Mill Street. The disabled bays require re-marking and the direction arrows require refresh. A proposal

to retain the same number of parking bays, approve the expenditure and seek recompense from Fylde Council was seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

(iii) Bowling Club Lease

The bowling club lease requires formal minuting (the decision to take the lease has been previously agreed). Two signatures are required. This was proposed and seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

(iv) Property World Update

The Town Clerk presented information relating to the number of views on Facebook.

(v) Twinning Gift

The gift for Twinning has been purchased. Cllr. Wellings asked that the naming of the children's play area near The Close be added to the 10 June 2025 agenda.

(vi) Changes to Practitioners' Guide 2025

The Town Clerk presented an update on changes within the Practitioners' Guide for 2025. The Town Clerk outlined that the process for the Annual Accounts for 2024/25 was underway.

25/05/08 LPAOS

(i) In Bloom Update

Cllr. Welch and the Town Clerk are meeting with Fylde Council to discuss the planting scheme on Kirkgate.

She enquired if the council would adopt the phone box on Poulton Street. This was proposed and seconded. Members voted:

Voting: 8 for, 0 against, 0 abstentions.

The contractors will commence summer planting shortly.

In Bloom are supporting Kirkham Cultural Consortium with their sunflower event at the Market Square on 17 May 2025.

25/05/09 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

The applications were approved.

(ii) Decisions

The decisions were noted.

25/05/10 FINANCES

(i) Ratification of the Payment of Invoices

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

Voting: 8 for, 0 against, 0 abstentions.

(ii) Presentation of Bank Balance(s) 8 May 2025

Cllrs. noted the bank balance(s) as at 8 May 2025. The Town Clerk summarised the larger receipts since the publication of the agenda.

25/05/11 EVENTS

Kirkham Pride and Soul on the Square are scheduled. The Town Clerk informed the members that due to the Memorial Park having only recently been re-seeded, the Cubbins Fair for club day will use People's Park for their caravans.

25/05/12 BOOKINGS

No update to report.

25/05/13 STAFFING

Part 2.

25/05/14 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Tuesday 10 June 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

