



KIRKHAM

TOWN COUNCIL

The Community Centre
Mill Street
Kirkham
PR4 2AN
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MEMBERS OF THE COUNCIL ARE SUMMONED TO THE MEETING OF THE TOWN COUNCIL WHICH WILL BE HELD ON THURSDAY 11 DECEMBER 2025, 7.00 PM AT THE COMMUNITY CENTRE, KIRKHAM TO TRANSACT THE FOLLOWING BUSINESS

AGENDA

	DESCRIPTION	ACTION
25/12/01	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
25/12/02	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
25/12/03	MINUTES OF THE PREVIOUS MEETING (i) <i>To accept as a correct record the minutes of the meeting held on 14 October 2025.</i>	Mayor
25/12/04	MATTERS ARISING FROM PREVIOUS MEETING (i) Community Centre Door	Brief update Town Clerk
25/12/05	MAYORS ANNOUNCEMENTS (i) Events Attended (ii) Milbank (iii) NHS Health (iv) Boiler at the Community Centre	Chair
25/12/06	LEISURE PARKS AND OPEN SPACES (i) LPAOS Issues <ul style="list-style-type: none">• MUGA Development• Cycle Pathway• Tree Survey• Trees – Additional Work• Trees – 2026/27 Contract	Cllr. Hopkinson Chair of LPAOS Town Clerk
25/12/07	PLANNING Refer to Appendix A for full listing	Town Clerk

DESCRIPTION		ACTION
25/12/08	FINANCES Refer to Appendix B for detail: (i) To ratify the payment of invoices made from the Corporate Current Account during October and November 2025 (ii) Presentation of bank balances as at 8 December 2025	Cllr. Byers, Chair of the F&E Committee
25/12/09	EVENTS (i) Update	Cllr. Byers, Chair of the F&E Committee
25/12/10	BOOKINGS (i) Update	Town Clerk
PART 2 CONFIDENTIAL ITEMS TO BE DISCUSSED IN COMMITTEE (IF APPLICABLE) <i>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.</i> <i>Councillors are asked to agree this action and only this will be minuted.</i>		
25/12/11	DATE AND TIME OF NEXT MEETING The next Town Council meeting will be held on 13 January 2026, venue to be confirmed.	

Elizabeth Squires
Town Clerk

APPENDIX A: Agenda Item 25/12/09 PLANNING FYLDE COUNCIL

Applications Received

Application No.	Date	Location	Proposal
25/0619	3 NOV 2025	15 BROOKLANDS AVENUE KIRKHAM PR4 2BW	EXTENSION AND ALTERATION OF THE DWELLING INCLUDING: 1. ALTERATION TO PROFILE OF REAR ROOF PLANE OF MAIN DWELLING TO FORM ISNGLE AND 2 STOREY DORMER STYLE REAR EXTENSION; 2. EXTERNAL RENDERING OF DWELLING AND REPLACEMENT OF UPVC CLADDING TO FRONT ELEVATION AND FRONT DORMER; 3. DEMOLITION OF EXISTING GARAGE TO FRONT GARDEN AND CONSTRUCTION OF DOUBLE GARAGE WITH PITCHED ROOF AND SOLAR PANELS TO SUTH FACING ROOF PLANE.
25/0611	3 NOV 2025	FORMER NAT WEST BANK POULTON STREET KIRKHAM PR4 2AH	SUBDIVISION OF BUILDING AND EXTERNAL ALTERATION TO REPLACE EXISTING GROUND FLOOR ENTRANCE TO POULTON STREET WITH GLAZED DOOR ARRANGEMENT, AND PROVISION OF BALUSTRADE TO BIRLEY STREET SIDE OF THE EXISTING ENTRANCE.
25/0683	17 NOV 2025	KIRKGATE CENTRE KIRKGATE KIRKHAM PR4 2UJ	REPLACEMENT OF SOME WINDOWS TO REAR ELEVATIONS OF THE BUILDING.

Decisions Made

Application No.	Date and Decision	Location	Proposal
25/0471	5 NOV 2025 GRANTED	71-73 POULTON STREET KIRKHAM PR4 2AJ	INSTALLATION OF REPLACEMENT SHOPFRONT TO BOTH PROPERTIES AND INSTALLATION OF 2 NO. VENTS TO REAR ASSOCIATED WITH AIR HANDLING EQUIPMENT (PART-RETROSPECTIVE).
25/0473	5 NOV 2025 GRANTED	71-73 POULTON STREET KIRKHAM PR4 2AJ	ADVERTISEMENT CONSENT FOR 1 NO. EXTERNALLY ILLUMINATED FASCIA WITH INDIVIDUAL LETTERING, 1 NO. EXTERNALLY ILLUMINATED PROJECTING SIGN, AND 2 NO. INTERNALLY ILLUMINATED MARKETING POSTERS FOR DISPLAY IN WINDOWS, OTHER PROPOSED NON-ILLUMINATED SIGNS INCLUDE THE OPENING HOURS SIGN, CCTV SIGN AND DDA SIGN WITHIN THE GLAZED OPENING OF THE ENTRANCE DOORS AND A BLACK VINYL COMMUNITY SIGN APPLIED TO THE SHOPFRONT GLAZING.
25/0547	13 NOV 2025 GRANTED	8 POULTON STREET KIRKHAM PR4 2AB	ADVERTISEMENT CONSENT FOR 1 NON-ILLUMINATED FASCIA SIGN AND 1 NON-ILLUMIATED PROJECTING SIGN, AND INTERNAL STICKER ADVERTS TO THE DOOR AND WINDOW.
25/0522	26 NOV 2026 GRANTED	LAND TO THE REAR OF 66 MARSDEN STREET KIRKHAM PR4 2TH	APPLICATION TO VARY CONDITION 2 (APPROVED PLANS) OF PLANNING PERMISSION 22/0668 TO INCLUDE: 1. REVISED EXTERNAL DESIGN AND INTERNAL ARRANGEMENTS OF DWELLINGS; 2. ALTERATION OF THE SITE LAYOUT, AND ASSOCIATED AMENDMENTS TO THE WORDING OF CONDITIONS; 3. TO ALTER EXTERNAL CONSTRUCTION MATERIALS, CONDITION 4; 4. TO PROVIDE DRAINAGE DETAILS; 5. TO PROVIDE LANDSCAPING DETAILS; AND 6. TO PROVIDE SITE INVESTIGATION AND REMDIATION WORKS.

APPENDIX B: Agenda Item 25/12/10 FINANCES

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

Date	Source	Reference	Payments In £	Payments Out £
01 Oct 2025	Payable Payment	51809441 252604	0.00	75.00
01 Oct 2025	Payable Payment	51809458 252603	0.00	58.00
01 Oct 2025	Payable Payment	50581986 252601	0.00	720.00
01 Oct 2025	Payable Payment	51809465 252602	0.00	572.00
01 Oct 2025	Payable Payment	Grounds Maintenance 2025-26	0.00	17,684.70
01 Oct 2025	Receivable Payment	221159	45.00	0.00
01 Oct 2025	Receivable Payment	221154	72.00	0.00
02 Oct 2025	Receivable Payment	221132	120.00	0.00
02 Oct 2025	Receivable Payment	221112	120.00	0.00
02 Oct 2025	Receivable Payment	221148 Alty	95.00	0.00
02 Oct 2025	Receivable Payment	221164	74.25	0.00
03 Oct 2025	Payable Payment	37779	0.00	2,267.45
03 Oct 2025	Payable Payment	SI-85322	0.00	240.00
03 Oct 2025	Receivable Payment	221165	36.00	0.00
03 Oct 2025	Payable Payment	37033C	0.00	108.00
03 Oct 2025	Payable Payment	337266	0.00	200.30
05 Oct 2025	Receive Money		17.01	0.00
06 Oct 2025	Payable Payment	INV-0000047448	0.00	63.73
06 Oct 2025	Payable Payment	INV-0000047447	0.00	63.73
06 Oct 2025	Receivable Payment	221162	897.00	0.00
07 Oct 2025	Receivable Payment	221118	140.00	0.00
07 Oct 2025	Receivable Payment	221137	112.00	0.00
07 Oct 2025	Receivable Payment	221163	225.00	0.00
07 Oct 2025	Receivable Payment	221134	432.00	0.00
07 Oct 2025	Spend Money	Pensions	0.00	176.26
08 Oct 2025	Receivable Payment	221152	72.00	0.00
08 Oct 2025	Payable Payment	12477963	0.00	14.65
08 Oct 2025	Payable Payment	12476293	0.00	130.94
09 Oct 2025	Receivable Payment	INV-0439	2,000.00	0.00
09 Oct 2025	Payable Payment	12485037	0.00	22.11
09 Oct 2025	Receivable Payment	221164	74.25	0.00
09 Oct 2025	Payable Payment	12485038	0.00	0.47
10 Oct 2025	Payable Payment	INV-25856482	0.00	44.40
11 Oct 2025	Spend Money	Fraud: Banyan UK	0.00	60.40
11 Oct 2025	Spend Money	Fraud: Banyan UK	0.00	60.39
13 Oct 2025	Payable Payment	4752036	0.00	341.54
13 Oct 2025	Payable Payment	39971458	0.00	430.52
13 Oct 2025	Payable Payment	42164	0.00	66.28
14 Oct 2025	Receivable Payment	221156	224.00	0.00
14 Oct 2025	Receivable Payment	221160	108.00	0.00
14 Oct 2025	Receivable Payment	221166	15.00	0.00
15 Oct 2025	Payable Payment	INV-35586	0.00	565.20
15 Oct 2025	Receivable Payment	INV-0462	250.00	0.00
16 Oct 2025	Payable Payment	108370301 252646	0.00	82.55
16 Oct 2025	Receivable Payment	221164	74.25	0.00
17 Oct 2025	Receivable Payment	221165	36.00	0.00
21 Oct 2025	Payable Payment	12616003	0.00	558.07
21 Oct 2025	Receivable Payment	221166	15.00	0.00
22 Oct 2025	Bank Transfer	BANK TRANSFER CREDIT	15,000.00	0.00
23 Oct 2025	Receivable Payment	221164	74.25	0.00
24 Oct 2025	Payable Payment	REMS2025	0.00	354.00
24 Oct 2025	Payable Payment	162	0.00	36.00
24 Oct 2025	Payable Payment	Inv054354	0.00	162.00
24 Oct 2025	Payable Payment	INV-0841	0.00	680.00
24 Oct 2025	Payable Payment	221148 (Alty)	0.00	50.00
24 Oct 2025	Payable Payment	5249 252645	0.00	59.98
24 Oct 2025	Payable Payment	Q2 2025-26	0.00	3,079.06
24 Oct 2025	Payable Payment	EV64	0.00	250.00

24 Oct 2025	Payable Payment	252643	0.00	25.00
24 Oct 2025	Payable Payment	KTC October	0.00	119.52
24 Oct 2025	Payable Payment	202024	0.00	1,445.52
24 Oct 2025	Payable Payment	1514	0.00	585.00
24 Oct 2025	Payable Payment	337401	0.00	19.74
24 Oct 2025	Payable Payment	37286C	0.00	108.00
24 Oct 2025	Payable Payment	SI-85375	0.00	240.00
24 Oct 2025	Payable Payment	SI-85358	0.00	420.00
24 Oct 2025	Payable Payment	Email TC 22/10/25	0.00	2,150.00
24 Oct 2025	Payable Payment	KX737	0.00	295.00
24 Oct 2025	Payable Payment	INV-0202	0.00	3,660.00
24 Oct 2025	Payable Payment	2580	0.00	280.00
24 Oct 2025	Payable Payment	167	0.00	64.00
24 Oct 2025	Payable Payment	Email TC	0.00	500.00
24 Oct 2025	Payable Payment	Inv054349	0.00	162.00
27 Oct 2025	Payable Payment	12676856	0.00	905.99
27 Oct 2025	Payable Payment	12676879	0.00	109.71
28 Oct 2025	Receivable Payment	221166	15.00	0.00
29 Oct 2025	Receivable Payment	221158	540.00	0.00
30 Oct 2025	Receivable Payment	221164	74.25	0.00
31 Oct 2025	Payable Payment	SB20252980	0.00	1,008.00
31 Oct 2025	Payable Payment	KR Email	0.00	65.00
31 Oct 2025	Salaries	October 2025	0.00	3,674.03
31 Oct 2025	Payable Payment	Email TC 29/10/25	0.00	335.00
31 Oct 2025	Payable Payment	Email TC	0.00	25.00
31 Oct 2025	Overpayment	Overpayment	30.00	0.00
31 Oct 2025	Receivable Payment	221155	90.00	0.00
31 Oct 2025	Payable Payment	Email TC	0.00	500.00
01 Nov 2025	Receive Money		20.08	0.00
03 Nov 2025	Payable Payment	51809458 252603	0.00	58.00
03 Nov 2025	Payable Payment	50581986 252601	0.00	720.00
03 Nov 2025	Payable Payment	51809441 252604	0.00	75.00
03 Nov 2025	Payable Payment	51809465 252602	0.00	572.00
04 Nov 2025	Receivable Payment	221186	198.00	0.00
04 Nov 2025	Receivable Payment	221098	1,134.00	0.00
04 Nov 2025	Receivable Payment	221171 (McKendry)	81.00	0.00
04 Nov 2025	Receivable Payment	221182	112.50	0.00
04 Nov 2025	Receivable Payment	221175	72.00	0.00
04 Nov 2025	Payable Payment	INV-0000048446	0.00	63.73
04 Nov 2025	Payable Payment	INV-0000048447	0.00	63.73
05 Nov 2025	Bank Transfer	BANK TRANSFER CREDIT	40,000.00	0.00
05 Nov 2025	Payable Payment	GB50BXZI37JSHI Napkins	0.00	11.97
05 Nov 2025	Payable Payment	Kitchen Supplies	0.00	18.22
05 Nov 2025	Payable Payment	GB59MATMABEI	0.00	13.48
05 Nov 2025	Payable Payment	GB59LRFKABEI Paper Cups	0.00	33.89
05 Nov 2025	Payable Payment	I0045919	0.00	79.20
06 Nov 2025	Receivable Payment	221185	858.00	0.00
06 Nov 2025	Receivable Payment	221153	193.50	0.00
06 Nov 2025	Payable Payment	12774751	0.00	159.00
06 Nov 2025	Payable Payment	42644	0.00	82.83
06 Nov 2025	Spend Money	Pensions	0.00	178.73
06 Nov 2025	Receivable Payment	221187	74.25	0.00
07 Nov 2025	Payable Payment	SI-85427	0.00	420.00
07 Nov 2025	Payable Payment	264648, PO-0108	0.00	33,402.00
07 Nov 2025	Payable Payment	Email 31/10/25	0.00	75.00
07 Nov 2025	Payable Payment	12783155	0.00	31.35
07 Nov 2025	Payable Payment	12786442	0.00	14.18
07 Nov 2025	Payable Payment	MEL1-0001	0.00	2,160.00
07 Nov 2025	Receivable Payment	INV-0464	650.00	0.00
07 Nov 2025	Receivable Payment	221180	30.00	0.00
07 Nov 2025	Receivable Payment	INV-0456	500.00	0.00
07 Nov 2025	Payable Payment	252648 Aprons	0.00	12.00
07 Nov 2025	Payable Payment	11224	0.00	800.00
10 Nov 2025	Payable Payment	INV-26333671	0.00	44.40
10 Nov 2025	Receive Money	Fraud Banyan	60.39	0.00
10 Nov 2025	Receive Money	Fraud Banyan	60.40	0.00
11 Nov 2025	Receivable Payment	INV-0458	2,000.00	0.00

11 Nov 2025	Receivable Payment	221133	152.00	0.00
11 Nov 2025	Receivable Payment	221183	108.00	0.00
11 Nov 2025	Receivable Payment	221167	36.00	0.00
11 Nov 2025	Receivable Payment	221178	188.00	0.00
11 Nov 2025	Receivable Payment	221188	15.00	0.00
11 Nov 2025	Payable Payment	4849241	0.00	305.82
11 Nov 2025	Payable Payment	4849241	29.92	0.00
12 Nov 2025	Payable Payment	40528729	0.00	430.52
13 Nov 2025	Bank Transfer	BANK TRANSFER CREDIT	10,000.00	0.00
13 Nov 2025	Bank Transfer	TRF Curr to KIB Inspired Energy Grant	0.00	500.00
13 Nov 2025	Receivable Payment	221187	74.25	0.00
14 Nov 2025	Payable Payment	4510 252649	0.00	21.98
14 Nov 2025	Payable Payment	2025/0911	0.00	435.00
14 Nov 2025	Payable Payment	177	0.00	36.00
14 Nov 2025	Payable Payment	07112025KTC	0.00	2,046.52
14 Nov 2025	Payable Payment	252650	0.00	390.00
14 Nov 2025	Payable Payment	CR 221143 Chambers	0.00	50.00
14 Nov 2025	Payable Payment	96942	0.00	624.00
14 Nov 2025	Payable Payment	Morrisons 252653	0.00	15.80
14 Nov 2025	Payable Payment	Morrisons 252655	0.00	6.00
14 Nov 2025	Payable Payment	Morrisons 252647	0.00	62.22
14 Nov 2025	Payable Payment	Morrisons 252651	0.00	29.49
14 Nov 2025	Payable Payment	Trophy Den 252654	0.00	50.00
14 Nov 2025	Receivable Payment	221189	36.00	0.00
14 Nov 2025	Receive Money	252656	20,876.00	0.00
14 Nov 2025	Payable Payment	EV79 Morrisons	0.00	19.47
14 Nov 2025	Payable Payment	2584 252664	0.00	9,440.00
16 Nov 2025	Payable Payment	Manhole Key GB5A1DS3ABEI	0.00	5.00
16 Nov 2025	Payable Payment	1089416824 252657	0.00	85.05
17 Nov 2025	Payable Payment	INV-35700	0.00	659.70
18 Nov 2025	Receivable Payment	221190 Chacko	108.00	0.00
18 Nov 2025	Payable Payment	Staples GB5A39V7ABEI	0.00	5.10
18 Nov 2025	Receivable Payment	221188	15.00	0.00
19 Nov 2025	Receivable Payment	INV-0473	8,445.69	0.00
20 Nov 2025	Receivable Payment	221187	74.25	0.00
21 Nov 2025	Receivable Payment	221161	84.00	0.00
21 Nov 2025	Payable Payment	139	0.00	180.00
21 Nov 2025	Payable Payment	KX738	0.00	79.50
21 Nov 2025	Payable Payment	22512461	0.00	319.44
21 Nov 2025	Payable Payment	337957	0.00	146.64
21 Nov 2025	Receivable Payment	221184	116.00	0.00
21 Nov 2025	Payable Payment	252658 Dobbies	0.00	24.73
21 Nov 2025	Payable Payment	252657 Morrisons	0.00	19.47
21 Nov 2025	Payable Payment	EV76 Morrisons	0.00	6.25
21 Nov 2025	Payable Payment	EV77 Aldi	0.00	6.57
21 Nov 2025	Payable Payment	2589 EV80	0.00	840.00
23 Nov 2025	Payable Payment	EV72 Companies House	0.00	34.00
25 Nov 2025	Receivable Payment	221188	15.00	0.00
27 Nov 2025	Receivable Payment	221187	74.25	0.00
28 Nov 2025	Salaries	November 2025	0.00	3,772.77
28 Nov 2025	Receivable Payment	221189	36.00	0.00
Total			107,604.74	105,709.99

(ii) Presentation of bank balances as at 8 December 2025

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	£20,776.27	£20,776.27	Expanded Balance
09-02-22 10693308 BUSINESS RESERVE	GBP	£67,158.30	£67,158.30	Expanded Balance
09-02-22 10693311 CORPORATE NOTICE	GBP	£231,481.34	£231,481.34	Expanded Balance
09-02-22 11147170 KTC IN BLOOM	GBP	£2,420.75	£2,420.75	Expanded Balance
09-02-22 11160694 EVENTS	GBP	£6,400.52	£6,400.52	Expanded Balance