



PREESALL TOWN COUNCIL

**Minutes of the meeting of the Town Council held
on Monday 10 June 2019
at 7.00pm at Preesall Youth and Community
Centre, Lancaster Road, Preesall**

Present: Cllrs P Orme (Mayor), B Burn, A Cropper, J Cropper, R Drobny, T Johnson, K Nicholls, N Patrick, A Tarpey-Black, D Williams, L Woodhouse, K Woods.

In attendance: Alison May, clerk to the town council.

39a(1) Apologies for absence

None

39b(1) Absent without apology

None

40(2) Declaration of interests and dispensations

Cllr Patrick – planning application 18/00734/FULMAJ as a relative has an interest in the land and agenda item 11 as she is the development secretary. Cllr Orme – planning application 18/00734/FULMAJ as he is a member of the planning committee and item 11 as he is the chairman of Friends of Preesall Park

41(3) Minutes of the last meeting

Councillors **resolved** to approve as a correct record the minutes of the meetings held on 13 May 2019 and 20 May 2019, subject to minute 35 being changed from re-lined to lined.

42(4) Public participation

*At the request of the Mayor, councillors **resolved** to adjourn the meeting to allow non-councillors to speak.*

No members of the public were present.

A councillor asked why the cat's eyes had been removed from the A588. They were informed that this was part of the preparatory work for the resurfacing of the road.

*At the conclusion of the public participation and at the request of the Mayor, councillors **resolved** to reconvene the meeting.*

43(5) Planning applications

Application Number: 19/00440/FUL

Proposal: Two-storey rear extension (following demolition of existing conservatory)

Location: 4 Parrox Fold, Preesall, Poulton-Le-Fylde, Lancashire FY6 0QX

Resolved: that the council had no objections to the application (all in favour).

Application Number: 19/00451/FUL

Proposal: Proposed two-storey side extension

Location: Lyndale Barn, Head Dyke Lane, Preesall, Poulton-Le-Fylde, Lancashire

Resolved: that the council had no objections to the application (all in favour).

Application Number: 19/00475/FUL

Proposal: Proposed demolition of single-storey front extension and porch and replace with two-storey front extension, installation of side window and installation of Juliet balcony to front elevation

Location: Rydal Dene 215 Pilling Lane, Preesall, Poulton-Le-Fylde, Lancashire.

Resolved: that the council had no objections to the application (all in favour).

Application Number: 19/00484/FUL

Proposal: External alterations to building including new window shop front and roller shutters, new compressor and condenser in rear yard and 2-4m-high palisade fence to form new plant enclosure

Location: 30-36 Lancaster Road, Knott End-On-Sea, Poulton-Le-Fylde Lancashire FY6 0AU

Resolved: that the council had no objections to the application (all in favour).

Application Number: 19/00522/FUL

Proposal: Proposed single-storey side and rear extension

Location: Carwood, Lancaster Road, Preesall, Poulton-Le-Fylde, Lancashire

Resolved: that the council had no objections to the application (all in favour).

Town and Country Planning (Appeals) (Written Representations) (England) Regulations 2000

Location: Land south of Rosslyn Avenue Preesall

Proposal: Erection of 39 affordable residential dwellings with associated infrastructure including new pedestrian and vehicular access off Rosslyn Avenue

Application Number: 18/00734/FULMAJ

Since the agenda had been sent out planning permission had been granted for development on this site under a different application. The developer had agreed to withdraw the appeal, the item was for information only.

Cllr Burn apologised to the council as he had spoken at the planning committee as a member of the public and not as the council's planning ambassador. He agreed that any future attendance would be in his planning ambassador role.

44(6) Audit

a) Internal auditor's report and recommendations

Councillors thanked the clerk for her work in ensuring a positive audit.

Resolved: to note the report as provided and to approve the response as presented.

b) 2018/19 Budget out-turn and annual return

At the April meeting councillors approved Section 1 – Annual Governance Statement and Section 2 – Accounting Statements of the Annual Return for the Year Ending 31 March 2019 subject to comment from the internal auditor.

Resolved:

- (i) to approve and sign the Annual Governance Statement for year ending 2018/19
(ii) to approve and sign the Accounting Statements for year ending 2018/19

45(7) Reports from committees and working groups**i) Finance committee**

The finance committee met at 9.30am on 10 June, prior to the main monthly meeting. It was reported that Cllr Burn had been elected as the chairman and that a resolution had been passed to make the payments listed below. Councillors **resolved:**

a) To note receipts	
Current account - the closure of the Business Reserve Account and the transfer of funds (30733.68) to the current account in readiness for the council's banking to be transferred from RBS to Clydesdale/Yorkshire bank	30733.68
Reserve account	5.22
In Bloom account	899.68

b) To note the following payment made outside the meeting: LALC - New councillor training Chq 418	126.00
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c) To note the following payments:	Cheque	
Payroll	419,421,423	2956.16
Clerk's expenses (on behalf of council)	420	68.54
Lengthsman's expenses (on behalf of council)	422	40.00
Fordstone General Store (Inv. 18)	424	270.00
OWSAC grant	425	325.00
848 Services (Inv. 7860)	426	9.48
K Coleman – audit (Inv. KAC19/01)	427	150.00
Cutts Lane Nursery (Inv.2874)	428	40.00
Glasdon (Inv. S1775668)	429	546.66
Rialtas financial software (Inv. 26906)	430	844.80
Simon Dickinson – In Bloom (Inv.18/05/19)	0039	210.00

d) To note the following payments by direct debit	
Easy Web Sites (hosting fee, SSL certificate)	46.80
O2 (mobile phone contract)	14.70
LCC (contributions)	847.10
LCC (deficit)	8.33

e) To note the statement of accounts for May 2019	
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ii) Civic events committee

- a) The civic events committee met at 10.30am on 10 June. It was reported that Cllr Orme had been elected as the chairman.
- b) **Resolved:** that the council would mark VE Day 75 and for the civic events committee to be tasked with formulating ideas for the weekend. These would be brought back for council approval prior to the budget being set for the next financial year.

46(8) Ornamental signage

Resolved: Not to accept the proposal for three ornamental metal signs, similar to those placed by Hambleton Parish Council, as there are already signs at the entrances to the township and Preesall Town Council has resolved to place 'ladder' signs denoting its In Bloom success.

Cllr Drobny left the meeting at 8.10pm

47(9) Attendance at library schedule

Councillors completed the schedule of attendance at the library for the period June to December. Cllr Patrick agreed to make it available on Facebook and the clerk is to incorporate it into the council's calendar of events.

48(10) Documents for review

a) Training policy

Resolved: to re-adopt the training policy without amendment.

b) Training Data protection policies, procedures and forms

Resolved: to re-adopt **the following** General Data Protection Regulation (GDPR) documentation -

- PTC Document Retention and Disposal Policy 2018
- PTC Document Retention and Disposal - Appendix A List of Documents for Retention or Disposal
- PTC Information Data Protection Policy 2018
- PTC Management of Transferable Data Policy
- PTC Press, Social Media and Electronic Communication Policy

- PTC Privacy Notice - New Councillor
- PTC Privacy Notice - Email Contact
- PTC Privacy Notice - Employee and Role holders
- PTC Privacy Notice

- PTC Consent to hold Contact Information Form
- PTC Library Consent Form

Forms for use by the clerk:

- PTC Subject Access Request Form
- PTC Data Breach Reporting Form
- PTC Privacy Impact Assessment Form

c) Training Additional Data consent form

Resolved: to adopt the form for parental consent of a minor if the meeting is being recorded.

49(11) Park development

Resolved: to provide a letter of support for the elements in the next phase of the park development, to accompany the grant application being put forward by Wyre.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

50(12) Reports from subject leads and outside body representatives

Co-op - Cllr J Cropper and Cllr Woodhouse reported that they had met to discuss future representation. Cllr Cropper will liaise with Preesall Co-op and Cllr Woodhouse will liaise with Knott End Co-op. It was also reported that there would be a new manager at the Preesall branch.

Best Kept Village - Cllr Orme reported that judging would take place any time over the next three weeks and invited councillors to join in the litter picks. Cllr Williams reported witnessing several people being fined for dropping litter within the village.

Gala - It was confirmed that the floats are being decorated in readiness for the event in July.

KE light railway society - Cllr A Cropper reported that Wyre's tree officer had visited the site and had approved the work to be done later in the year.

Halite/Brine watch - Cllr Johnson was thanked for the report he had produced on brine watch. He also reported that another meeting had now taken place, with members splitting into groups to monitor various areas of potential impact from brine. Cllr Woodhouse reported that she has written to Halite for an update.

Health (all aspects) - Cllr Tarpey-Black and Cllr Johnson had met the practice manager at the medical centre and were planning to meet the manager at Lloyds chemist. Cllr Johnson would be attending a meeting on 18 June with area health regarding special educational needs provision as there are currently no facilities within the community.

Housing - Cllr Nicholls had made contact with Great Places, Regenda and Plumblin.

Lancashire Association of Local Councils (Wyre Area Committee) - Cllr Orme would be attending the spring conference on 15 June; he suggested that when the budget is set additional funds be included in the training agenda to cover councillor attendance at the event.

Tourism - Cllr Johnson raised the possibility of 'through' ticketing to enable people to buy a day bus pass that included the ferry. He also informed councillors of a local resident who was willing to produce a booklet of walks.

Wyre Flood Forum - The next meeting would be on 13 June. The county council would be creating a new gully and undertaking kerb work in July on Sunnyside Terrace.

Wyre In Bloom - Cllr J Cropper informed councillors that 12 new planters were now in situ and the existing beds had been planted up. Judging would be on 1 July and volunteer litter pickers were welcome.

Youth - Cllr Patrick reported that discussions had taken place regarding the possibility of holding a special educational needs night. The centre was still well attended. Cllr Johnson mentioned the possibility of free training and agreed to pass the details to Cllr Patrick. Cllr Orme raised the possibility of taking older children out of the area once a fortnight, and perhaps try to obtain a concession to the YMCA. Blackpool Transport had said it would be willing to put on a special bus if a request were made. The idea would need to be developed further. Cllr J Cropper raised the possibility of setting up a youth forum. It was mentioned that this had been suggested in the past but would need a dedicated councillor to support it.

51(13) Verbal reports from Wyre Councillors

None

Cllr Williams left the meeting at 9.15pm

52(14) Clerk's report

Rialtas financial software

The clerk met a representative from the Rialtas accounting team on 4 June to set up the council's new Alpha accounting software. This involved entering the financial information held to date for April, May and June. A dual system will be run for a further two months to ensure that the system reflects the council's requirements.

IPSO complaint

Councillors have been notified of the response from IPSO that it has not upheld the council's complaint against JPI Media.

Ladder sign holders

Quotations have been requested from suppliers of village entrance ladder signs – both in wood and wood-effect recycled plastic. These would be to display information relating to the council's In Bloom success.

Lancashire county pension fund – discretionary policy statement

The Local Government Pension Scheme Regulations require Lancashire County Council, in its capacity as the administering authority to the Lancashire Pension Fund, to prepare and keep under review its statements of policy concerning the discretionary areas of the Local Government Pension Scheme regulations.

As such the pension fund committee has recently approved an updated version of the fund's policy statement which has been prepared in accordance with the regulations and updated to reflect current practices and recent regulatory updates.

Update on A585

The planning application to improve the A585 between Windy Harbour and Skippool has been submitted and will be examined by the Planning Inspectorate. You can find out more on the [Planning Inspectorate's website](#).

This followed a consultation period earlier in 2018. You can find our [consultation report](#) on the Planning Inspectorate's site, where all the feedback and suggestions given to us are summarised.

Please visit the Inspectorate's website at the link above for more information, next steps and for more detail on the planning process.

From 17 June 2019, the team will be carrying out ground investigations to help them understand the conditions on land near to the A585. It will also assess the nature of any archaeological features below the ground. This work is expected to take approximately eight weeks. Site access and deliveries will be required at each area and will be managed with temporary traffic management – using either temporary lights or 'stop' and 'go' boards. Working hours will be from 8am to 5pm Monday to Friday.

Councillors were informed of the reasoning behind councillors having ID cards and were asked to email the clerk if they wanted Wyre to provide one.

Boardwalk from Esplanade steps – working group closed

Policing issues – working group closed

Beach access wheelchair – awaiting outcome of works being carried out by Fleetwood and Wyre Councils.

53(15) Mayor's report

Cllr Orme reported that he had attended the Civic Sunday events at both Wyre and Garstang. Cllr Burn had attended Mayor Making at Wyre. He had also attended the Community Choir concert, which had been excellent, and he planned to visit Kirkby Lonsdale on 16 June as Pilling Band would be taking part in the competition.

54(16) Questions to councillors

Cllr Woodhouse said that the next possible day for the Lancashire Landings to take place would be on 29 June. Cllr Burn asked what progress was being made regarding the container placement and was informed that discussions with Wyre were ongoing as a result of a drain and manhole on the site. Cllr Pattrick asked what was happening re the alternative new bank accounts and was informed that the finance committee had recommended a savings account and an additional bank account.

55(17) Items for next agenda

The next meeting will be held on 8 July 2019 - councillors were asked to raise matters to be included on the agenda and provide updates from working groups by notifying the clerk **in writing by Thursday 27 June** at the latest. Items should specify the business which it is proposed be transacted, in such a way that the members who receive it can identify the matters they will be expected to discuss i.e. it needs to specify either what the proposal is and that a decision is required or whether the item is for information only.

Cllr Woods and Cllr Burn provided apologies for the July meeting

There being no further business, the Mayor closed the meeting at 9.35pm.