

PREESALL TOWN COUNCIL

**Minutes of the Town Council meeting held on Monday 12 March 2012
at 6.30 pm at St Aidan's C of E Technology College, Cartgate, Preesall**

Present: Councillors; V Taylor (Mayor), C Lamb (Deputy Mayor), G Carter, R Lawson, G McCann, P Moon, J Mutch, K Nicholls, D Nuttall, P Orme

In Attendance: Jan Finch, Clerk to the Town Council, PCSO Natalie Johnstone (Agenda Item 4)

86. APOLOGIES FOR ABSENCE

Apologies were given by Cllr R Black and the reason accepted.

87. DECLARATIONS OF INTEREST

Cllrs Orme, Taylor and McCann declared a personal interest as Friends of Preesall Park in respect of item 17 (Youth Shelter).

88. MINUTES OF THE LAST MEETING

Minute 79 (Queen's Diamond Jubilee) – Cllr McCann (not Cllr Orme) proposed that a small wood be planted on the land behind the library. With that amendment it was

Resolved: That the minutes of the Council meeting held on 13 February 2012 be agreed as a true record.

89. PUBLIC PARTICIPATION (INCLUDING A VERBAL POLICE REPORT)

In February 2012 9 crimes had been committed and 2 detected. This compared with 11 crimes in the same period last year. There were 5 reports of anti-social behaviour in February this year (2 relating to youth nuisance and 1 each to vehicles, malicious communication and fly tipping) compared to 10 in February 2011.

Cllr McCann raised the issue of traffic using Unsworth Avenue and the possibility of resident only access. He had asked a resident to ascertain the views of other residents and was advised that the appropriate contact at Lancashire Constabulary was the Traffic Management Liaison Officer. The Clerk confirmed that she had raised the issue with LCC's Public Realm Manager but had not yet had a response.

Cllr Orme reported walkers' complaints about the state of Footpath 51 which runs along the railway line and this will be raised with LCC.

The Police were aware of the fly-tipping of a number of fruit machines and were working with Wyre Council staff to track down those responsible.

The Police had placed an article in the Over Wyre Focus asking anyone organising an event to celebrate the Diamond Jubilee to provide them with details, particularly if it involved road closures, but had received no information so far.

90. DEPUTY MAYOR FOR THE CIVIC YEAR 2012/13

The Mayor Elect, Cllr Lamb, informed councillors that Cllr Drobny had accepted his invitation to hold the office of Deputy Mayor for the civic year 2012/13.

91. LANCASHIRE AND MERSEYSIDE COUNTY TRAINING PARTNERSHIP

Councillors noted the provision of a Chairmanship Workshop on 11 April 2012 and two workshops for new Councillors and Clerks on 7 and 21 July 2012 at a cost of £30 per module.

Resolved: that Cllr Carter attend both modules with the costs being met by the Council on the basis that it is required training; that a decision on funding be made on each occasion and that the Clerk write to other clerks in respect of organising training locally for new councillors and clerks.

92. WYRE COUNCIL LEISURE REVIEW

Cllrs Nicholls and Orme represented the Town Council at a consultation meeting held by Wyre Council on 29 February 2012 as part of its review of leisure service provision. Cllr Orme confirmed that he and Cllr Nicholls had raised the issues of accessing leisure provision in the urban core, in particular transport issues, and pointed out that none of the facilities in Over Wyre had been provided by Wyre Council.

93. QUEEN'S DIAMOND JUBILEE

The issues associated with planting a small wood on the land behind the library are being investigated and a fuller report will be made to the next meeting.

Councillors discussed other ways of celebrating the Diamond Jubilee and

Resolved: that Mr D Stringfellow's offer to present a slide show of historical scenes of Over Wyre be welcomed and that the Clerk be asked to approach St Oswald's in respect of the costs of hiring the hall and; that the possibility of improving the triangle of land opposite the Fire Station be explored.

94. BECOMING A QUALITY COUNCIL

Councillors considered a briefing note on the tests which have to be met before a Council can be accredited as a Quality Council and noted that this national scheme provides a benchmark minimum standard for town and parish councils across the country. The quality framework helps town and parish councils to demonstrate that they involve all parts of their communities, are effectively and properly managed and effectively communicate with residents.

Resolved: that the Council works towards accreditation as a Quality Council and that a workshop on the subject run by Marion Gelder, Executive Secretary of LALC, takes place on either 30 April or 2 May 2012.

95. MEMBERSHIP OF THE SOCIETY OF LOCAL COUNCIL CLERKS

Councillors considered the benefits to the Council of the Clerk becoming a member of the Society of Local Council Clerks which provides advice, support, representation and training. The Society is the partner to the National Association of Local Councils in terms of the professional qualification for Clerks, the Certificate in Local Council Administration.

Resolved: that the Council pays the joining fee (£10) and the annual subscription (£123) on behalf of the Clerk

96. INSURANCE COVER 2012/13

The Council had received two quotations for its insurance cover for 2012/13 in order to obtain best value. Councillors

Resolved: That the Council renew its insurance cover with Zurich Municipal for the financial year 2012/13 at a cost of £627.69.

97. PLANNING APPLICATIONS

The following planning application had been received:

12/00122/FUL

Proposal: Replace existing rear conservatory with single-storey rear extension, raise roof of existing single storey side extension and other minor external alterations

Location: 53 Links Road, Knott End on Sea

It was unanimously agreed that the Town Council has no objections to the proposal

98. FINANCE

a) Income

Income received this month:

Cllr D Nuttall (festive lights power refund)	£80
Cllr R Drobny (Christmas meal contribution)	£5

Resolved: that letters be sent to Redmans and Jubilee Garage thanking them for paying for the power associated with festive lighting and not requiring a contribution from the Council

b) Accounts for Payment

The following accounts were approved for payment

Staff costs and travel expenses	£2288.39
Expenditure by Clerk for PTC	£103.79
HMRC	£477.47
LALC (subscription and postage)	£494.69
Wyre Building Supplies Ltd	£96.99
Glasdon (benches)	£933.12
Fleetwood High School (printing)	£44.33
Thornton Facilities Management	£11.05
Towers and Gornall (payroll)	£480.00
Preesall Auto Discount/Equipment Hire	£80.95
Lancs County Training Partnership	£60.00
Zurich Insurance	£627.69
Society of Local Council Clerks	£133.00

c) Statement of Accounts

Councillors noted the Statement of Accounts as at 29 February 2012 which shows

Current Account	£10,557.79
Reserve Account	£6,091.82
Capital Reserve	£45.52
Mayor's Charity Account	£85.10

99. BANKING ARRANGEMENTS

Councillors considered a report which outlined proposals to rationalise the number of accounts held by the Council and to change the arrangements for cheque signing.

Resolved:

- a) that the Capital Reserve account be closed and the money in it transferred to the Reserve Account
- b) that the Mayor's Charity Reserve Account (zero balance) be closed
- c) that the current arrangements for signing cheques (Mayor, Deputy Mayor and Clerk for all amounts) be replaced with a pool of 4 councillors plus Clerk as signatories with any two councillors able to sign cheques for any amount
- d) that Cllrs Taylor, Lamb and the Clerk be retained as signatories and that Cllrs Mutch and McCann be added to the bank mandate as approved signatories

100. WAR MEMORIAL HANDRAIL GRANT

The Clerk reported that the handrail had been erected in the middle of the steps leading up to the war memorial to allow access up and down at the same time. However, a condition of the grant specified in the contract signed by the former Clerk was that the handrail was placed to one side. As the handrail had not been placed in accordance with the grant condition, the War Memorials Trust has refused to pay the grant unless the handrail is moved to the side at a cost of c£80 plus VAT, the original grant being £199.

Resolved: that the handrail be retained in the middle of the steps to allow ascent and descent simultaneously

101. APPOINTMENT OF INTERNAL AUDITOR FOR YEAR ENDING 31.3.2012

Resolved: that Mrs G Benson is appointed as the Council's Internal Auditor for the financial year ending 31.3.2012 at a fee of £100.

102. YOUTH SHELTER (CLLR ORME)

Cllr Orme reminded councillors that, for two years running, the Council had set aside a sum of £3000 towards a Youth Shelter, although some of that amount had subsequently been spent on goalposts. Cllr Orme, in his capacity as a Friend of Preesall Park (FOPP), asked the Council to consider providing a grant to FOPP as a contribution towards the provision of one or more Youth Shelters.

Resolved: that a grant of £6000 be made to FOPP on condition that, should the money not be used for a youth shelter, it must be returned to the Council and that the Clerk provide FOPP with a letter in this respect

103. RESTORATION OF TILING – MILLENNIUM CLOCK

The Clerk reported that she and the Lengsthman had examined the tiled area and noted that there are 14 tiles missing and 6 badly damaged. The fault appears to be with the surface under the tiles and it is likely that all the tiles will have to be removed and the base replaced.

Councillors discussed the opportunity to celebrate the Diamond Jubilee in replacing the missing and damaged tiles and this will be discussed with Pilling Pottery.

Resolved: that the Clerk report back to the next meeting

104. EMPLOYMENT WORKING GROUP

Councillors discussed the formation of either a Personnel Committee or an Employment Working Group to deal with any employee relations matters.

Resolved: that an Employment Working Group is established to deal with future employee relations matters under the Chairmanship of Cllr Nicholls and that the membership of the Working Group will be determined by the Council when it needs to meet

105. EMPLOYMENT POLICIES

Councillors considered a draft discipline procedure, grievance procedure, sickness policy, health and safety policy, equal opportunities policy, appraisal form and performance plan form.

Resolved: that the draft policies and procedures be adopted by the Council and provided to staff

106. PREESALL AND KNOTT END GALA

Councillors considered a request from the Gala Secretary for use of the Playing Field from Tuesday 10 July to Tuesday 17 July 2012. Councillors noted that, last year, a bond of £200 had been required and discussed whether a charge rather than a bond be levied.

Resolved: that agreement be given in principle for the use of the Playing Field as outlined in the letter of request but that the issue of bond or charge is discussed again at the next meeting once more information on the financial position of the Gala is available

107. VERBAL REPORTS FROM OUTSIDE BODIES (INFORMATION ONLY)

Friends of Preesall Park

Fundraising activities will begin again shortly and there will be a car boot sale on the first Sunday of each month between May and September.

Wyre Flood Forum

The Environment Agency is carrying out work on the sea wall to test materials and construction and there is money to make improvements. Some residents on Pinewood have tried to fill in drainage dykes and this has been reported to the Forum. Wyre Council will visit. The rest of Pilling Lane will be lined as a means of resolving the problems there. Wyre Council will clear the dyke at the back of Rosslyn Crescent which gets overgrown.

Over Wyre Seniors' Forum

The next meeting will be in early April and is likely to look at transport issues.

Wyre in Bloom

The next meeting is on 14 March.

Preesall Youth and Community Centre

The Annual General Meeting will be held on 14 March.

Planning Ambassador – Councillor Orme

There will be a meeting on the Core Strategy shortly.

Best Kept Village

Preesall and Knott End have been entered into the competition.

Over Wyre Road Safety Committee

Issues raised were Unsworth Avenue and the lack of lines at the junction of Pinewood and Rosemount

108. CLERK'S REPORT

Councillors noted the Clerk's report in respect of:

Resident's Access Unsworth Avenue – raised with the Public Realm Manager at LCC

Website - discussions with providers and contact made with the Town and Parish Council champion at Lancashire County Council in respect of the availability of a grant towards the cost of website development.

Purchase of Benches- now delivered with one in place and one in storage

Response from Co-op re deliveries - the letter from the former Clerk to the manager of the Co-op was written in such a way that a response was not required. A further letter can be sent if the problem continues.

Playing Field Lease – reminders to Wyre Council but no action to date

New Notice Board - now in use. The old notice board is in the process of being returned to the Lengthsman for storage or for placing in a different location.

Invitation to the Chairman of Wyre Standards Committee – the Chairman is happy to attend a future meeting should members feel that there is a valid role for him to play.

Letter of Thanks - A letter of thanks was sent to Mrs Gillian Benson for her help and support.

Brown Tourism Signs - Initial enquiries have been made into the provision of brown tourism signs. The only category that might be pursued is in relation to towns or villages but the stipulation is that there must be a tourist information centre. Further enquires will be made with Lancashire County Council and Wyre Council to identify whether there is any scope for a tourist information facility in Knott End.

Wyre Together – details of an event on 21 March 2012

Preesall Bowling Club - An invitation to attend the opening of the newly renovated clubhouse on Saturday 17 March 2012 at 2pm.

Prayers – the current position remains for the time being but the General Power of Competence is being brought forward to allow Council's to include prayers on the agenda if they so wish. Further information will be provided when available.

Printing- Using the printer provided by the Council is proving expensive for large print items such as the agenda. An alternative has been sourced through a local school which works out at roughly a quarter of the cost.

Mobile Phone - The pay as you go mobile phone is proving expensive to use and the option of a contract rather than pay as you go will be explored to secure best value.

Lengthsman's Report - The SPiD has been returned to the manufacturer for servicing and recalibration. The current batteries do not hold the charge for long and the manufacturer has been asked for a quotation for replacing the current two batteries with four. The notice board near Barton Square will be refurbished and the Millennium Clock will be cleaned and repainted when time and weather permit. There is significant amount of litter and dog fouling at the end of Fluke Hall Lane and the possibility of placing a litter/dog bin will be explored with Wyre Council.

109. ITEMS FOR NEXT AGENDA

Councillors were asked to raise matters to be included on the agenda for the next meeting of the Town Council by notifying the Clerk at least 10 days prior to the next meeting. A summary of the reason for raising the matter should be provided.

110. EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Cllr McCann and seconded by Cllr Mutch that the press and public be excluded in order to discuss two items relating to the employment of staff.

There being no further business the Mayor closed the meeting at 9.10pm.