

Meeting held on Tuesday, 21<sup>st</sup> March 2023  
at 7.40pm in the Committee Room, Wesham Community Centre.

## **Minutes**

**PRESENT: Councillor L Nulty(chair)**

**Councillors: P Ball, D Nowell, P Desmond & L Bickerstaffe.**

**IN ATTENDANCE: Town Clerk – Angela Hunter**

**APOLOGIES: Cllrs L Walker, G Dixon & M Rawcliffe**

### **DECLARATION OF INTERESTS:**

Members are reminded that any direct or indirect pecuniary or other interests should be declared as required by the Council's Code of Conduct for Members.

Standard declarations of interest by councillors

- Cllr Nowell - an interest in items relating to Allotments.
- Cllr Bickerstaffe - an interest in items relating to School.
- Cllr Nulty - an interest in items relating to Planning

No further declarations of interest were made at this meeting.

### **Code of conduct**

Councillors were reminded of the Code of Conduct for meetings

Extract from the Good councillors guide

### **23/023 APPROVAL OF MINUTES OF COUNCIL MEETING HELD**

**2 1 s t**  
**February 2023:**

After a review of the final version minutes for 21<sup>st</sup> February 2023 meeting were approved.

Proposer: Cllr D Nowell      Seconder: Cllr P Ball      Vote: All attendees in favour

### **23/024 MATTERS ARISING – any item not covered by agenda or action list**

Cllr Nulty noted that planning application 22/00915 – Solar Panels @ Three Nooks has been approved.

## **Parish Town Council Elections Spring 2023**

FBC information re elections has been shared with councillors.

Letters for application for election as councillors have been received from FBC and are being issued to councillors.

A copy of the electoral register has been obtained.

## **Mayor for 2023–24**

Cllr D Nowell has previously advised of his intention to fulfil the role of Mayor for 2023-2024 as the next in seniority on the list of councillors. He advised Wesham council of his unavailability for the Mayoral handover on the 16<sup>th</sup> May 2023. Various options regarding Mayor Making dates were discussed with the options of either 9<sup>th</sup> May or 13<sup>th</sup> June for formal handovers being the only two realistic dates due to councillor commitments.

As there are legal requirements regarding posting notice of the Mayoral handover at the Mayor Making meeting the date of 9<sup>th</sup> May was uncertain as to whether this would be an option as elections are taking place on 4<sup>th</sup> May 2023.

Action: TC to contact Elections office at FBC & enquire about 9<sup>th</sup> May for Wesham Mayor Making.

## **23/025 POLICING ISSUES**

PCSO Anna Morris has advise Cllr Nulty

that the incidents of opportunistic Car Break Ins within the local area has significantly reduced.

She has added the Bowling Green to the patrol rota to check on the youths that are accessing the Bowling Green shelter

the White Van driver parking at the Top of Garstang Rd Nth has been contacted.

The councillors noted that the van appears to have been replaced with a black car

Cllr L Bickerstaffe advised that there are still the issues with the traffic on Derby Road. There is a 20 seater bus parking in an unsuitable location.

Cllr Nulty advised Cllr L Bickerstaffe to take some photos & send to her which she will forward to the Parking Enforcement Officer.

## **23/026 PLANNING – none for this meeting**

## **23/027 PLAYING FIELDS and OPEN SPACES**

**Open Spaces Contract** - to discuss any issues raised by Councillors

## Grounds Maintenance & Bowling Green

Following the meeting on 9<sup>th</sup> March 2023 to review the bids for the Grounds Maintenance Contract and the Bowling Green Maintenance Contract commencing on 1<sup>st</sup> April 2023

Grounds Maintenance SLA – Mr R Pickervnace  
Bowling Green Maintenance SLA – Mr T Ascroft

Proposed Cllr L Nulty    Seconded Cllr P Desmond    All other attendees in favour

TC proposed that these contract should be paid via monthly standing orders for routine work.

Proposed Cllr L Nulty    Seconded Cllr L Bickerstaffe    All other attendees in favour

## **Fleetwood Road Playing Fields**

Some councillors noted that the pitches on Fleetwood Road playing fields were looking particularly muddy. The weather has been very wet but the councillors were wondering if KJFC are over using the pitches – is there training during the week & then matches at the weekend. There should be pitch inspections prior to matches. KJFC have recently paid the invoice submitted to them by Wesham Council and have requested another meeting to finalise the details of the annual SLA for renting Fleetwood Road Playing Fields. Wesham Council noted that the pitch situation could be discussed at this meeting when arranged.

Fleetwood Rd Pavilion currently in use by KJFC as a storage facility requires an inspection & discussions regarding maintenance responsibilities should be also be included in the SLA review.

**Action :** TC to arrange for meeting between Wesham Council & KJFC

Wesham Council noted that they had received the insurance payment for the damage to Fleetwood Road Barrier.

Brick pillars need to be repaired to same as before – Neil Barnes

Enhanced barrier repairs as discussed at previous council meeting – Archforge

**Action:** Cllr P Ball to liaise with Archforge re design for improved barrier for discussion at the next council meeting

**Action:** Cllr P Ball to liaise with Neil Barnes re repairs to the brick entrance pillars

TC advised that an inspection of the tree on Fleetwood Road Playing Fields that has been the subject of concern by a Sanderling Way resident is due to be inspected by the firm used by FBC. The results of the inspection will be reviewed at the next council meeting.

**Action:** TC to include this tree inspection on the April agenda

## **Doorstep Green, Derby Road**

Repairs to the dog walking area fencing have been completed. The entrance to the dog walking area needs to be upgraded. Cllr P Ball proposed that an MOT surface would be the best solution. Wesham Council agreed to discuss this proposal with R Pickervance.

**Action:** TC/Cllr P Ball to discuss options for improving the entrance surface to the dog walking area with R Pickervance.

## **Street Cleaning in Wesham**

Mowbreck Lane has a bench with the litter bin several yards away. The voluntary litter picker that covers Mowbreck lane has requested if the litter bin could be moved closer to the bench to try to improve the amount of litter left around the bench.

**Action:** TC to ask FBC to move this litter bin

## **Allotments March 2023**

68 Plots in total of which 38 (55%) have paid the 2023 rent = £1254  
30 not yet paid 2023 rent = £990 owing

Allotment walkround on 25<sup>th</sup> Feb 2023 PD/DN/AMH

Appeared to be 8-9 Plots that seem to be unloved more than others

Of these unloved looking plots 3 tenants have paid the 2023 rent

2 e-mails have bounced so TC needs to research & find address for these to send paper reminder

1 admitted that Plot is too big & half size would be enough.

6 people on Waiting list from when AMH took over TC role

Only 1 of these are from Wesham

19 requests since Jan 2022 most of these are from Wesham.

**Action:** TC to liaise with allotment holders regarding keeping & tidying or re-allocation to new tenant from the waiting list.

In order to check if any progress has happened on the allotments that looked less tended

a second allotment walkaround has been arranged for 23<sup>rd</sup> April 2023.

## **23/028 HIGHWAYS AND RAILWAYS**

Some traffic issues were discussed with the Police – refer to 23/025 section of these minutes.

Cllr L Bickerstaffe advised that pot holes are re-appearing in the mini roundabout in Wesham.

Cllr L Nulty also advised that the pot hole on church Road has re-appeared.

**Action:** TC to report these issues to LCC highways.

## **23/029 GOVERNANCE, FINANCE AND INSURANCE**

### **Accounts payable and income received report –**

Finance reports up to Feb 2023 reviewed – no comments

Cllr L Nulty advised that some mayoral expenses had been used but queried how much was left in the Mayoral annual allocation. It has been previously agreed that the mayoral allowance would be forwarded at the beginning of the Mayoral year as it used to be.

**Action:** TC to ask Financial Officer to arrange for this transfer

Cllr D Nowell asked about the forecast that used to be produced for the WCC. It was indicated that this used to be part of the WCC meeting information when these were held with the WCC manager(KR) prior to her resignation. All attendees agreed that this WCC report should be available going forwards & will need to be reviewed at a determined frequency EG: quarterly.

### **Accident and Incident Reporting – none**

#### **WTC/WCC equipment – purchasing methods**

Town Clerk advised that the application has been refused. Enquiries are on-going as to the reason why.

Wesham Council discussed sourcing the IT equipment from Currys.

The TC asked if it would be better to support one of the more local IT suppliers & also wondered about the after service turn-around times from Curry's.

Cllr P Desmond supported the option of considering other suppliers.

**Action:** Cllr D Nowell to enquire about options from Local suppliers re WTC IT requirements

## **23/030 EVENTS**

### Potential Community Club Day Field Event

Wesham Council support the idea of the Annual Field day event continuing for Wesham Residents.

They acknowledged that SH has experience of this & has contact information for the usual stall holders etc. It was proposed that Wesham Council delegate authority to Cllr L Walker for this Field day event.

Proposed Cllr P Desmond    Seconded Cllr L Nulty

All other attendees in favour  
Cllr P Ball – Abstained

## **23/031 HUMAN RESOURCES**

Cllrs D Nowell advised that there have been two meetings of the HR Sub-committee.

Outline Job Roles have been drafted.  
Contracts of Employment are being researched.

## **23/032 WESHAM COMMUNITY CENTRE**

### **New Tills**

Cllr L Bickerstaffe will be taking the tills for re programming during the Easter School Holidays to North West Tills. She identified that a Price listing for this re-programming will be required.

**Action:** Cllrs L Bickerstaffe & G Dixon to review & update prices for the till re-boot.

### **Ratification of heating system repairs**

In the absence of Cllr G Dixon Cllr L Nulty advised that parts are on order but have not yet arrived for sorting out the WCC heating system..  
Cllr D Nowell queried the heating setting as it is Spring & also the clocks have moved forward. He proposed that the heating needed to be adjusted for economic as well as practical reasons.

**Action:** Cllrs G Dixon & D Nowell to review & re-set.

## **23/033 OTHER ITEMS**

### **Web site**

Cllr D Nowell advised that there had been 935 hits on Wesham Website on Sunday 19<sup>th</sup> March.

### **Action List**

TC advised that notes (in red) have been included on the action list in red for WTC to comment on.

**There being no other business the meeting ended at 22:25hrs**

### **DATE OF NEXT WTC Monthly MEETINGS:**

**18<sup>th</sup> April 2023**  
**9<sup>th</sup>/16<sup>th</sup> May 2023 (TBC)**  
**20<sup>th</sup> June 2023**

# Angela Hunter

April 2023

Date: 1<sup>st</sup>

## WTC Additional Meetings

Date	meeting
4 <sup>th</sup> April 2023 (7pm)	WCC Manager interviews
18 <sup>th</sup> April 2023	Annual Parish Meeting & WTC Monthly Meeting
23 <sup>rd</sup> April (2pm)	Allotment Inspection
9 <sup>th</sup> May	Mayor Making ?
16 <sup>th</sup> May 2023	WTC Monthly Meeting ?
TBA	Wesham Bowling Club 2 <sup>nd</sup> meeting ?
TBA	KJFC SLA 2 <sup>nd</sup> meeting

## **MEDLAR-with-WESHAM TOWN COUNCIL**

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