

# MEDLAR-with-WESHAM TOWN COUNCIL

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Meeting held on Tuesday, 18<sup>th</sup> April 2023  
at 7.32pm in the Committee Room, Wesham Community Centre.

## Minutes

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

**Councillors: P Ball, D Nowell, L Walker, G Dixon, & L Bickerstaffe.**

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

**APOLOGIES: Cllrs P Desmond**

### **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

### **23/034 APPROVAL OF MINUTES OF COUNCIL MEETING HELD**

**21<sup>st</sup> March 2023:**

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

Proposer: Cllr G Dixon      Second: Cllr L Bickerstaffe      Vote: All attendees in favour

### **23/035 MATTERS ARISING – any item not covered by agenda or action list**

Cllr L Nulty advised that Cllr M Rawcliffe has resigned from the council.

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

FBC has issued the list of non-contested councillors for Wesham.

Unfortunately due to some error the Wesham papers for Cllr L Bickerstaffe although submitted with FBC paperwork have been mislaid & she is omitted from the list.

Cllr L Bickerstaffe intends to remain a Councillor for Medlar with Wesham Parish Council.

FBC have advised that this will have to be done via the co-opting process after the 4<sup>th</sup> May elections – earliest date for co-option is 9<sup>th</sup> May 2023.

Whilst the co-option process is a solution for Cllr L Bickerstaffe to continue her councillor service – the process takes a certain amount of time & this will have unforeseen impact on Wesham council process for the duration.

Geoff Dixon, Peter Ball & Margaret Rawcliffe have been long serving councillors but are not standing for re-election. Wesham Council are sad to see them leave but thank them for all their years of service & wish them well.

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## b) Mayor for 2023–24

Proposal :- Cllr D Nowell for Wesham Mayor for 2023-2024 as the next in seniority on the list of councillors.

Proposer: Cllr L Walker

Seconder: Cllr L Nulty

Vote in favour: Cllr L Bickerstaffe

Votes against Cllr G Dixon & P Ball.

Although the Town clerk has established that 9<sup>th</sup> May is possible for the Wesham Mayor Making ceremony after some discussion Wesham Council have opted for 13<sup>th</sup> June for the Mayor Making formal handover due to the delays caused by the missing papers at FBC for Cllr L Bickerstaffe who is scheduled to be Deputy Mayor for 2023-24.

## c) List of Civic dates & meetings for 2023–24

List updated to reflect changed dates to June Mayor Making, May & December meetings.

### 23/036 POLICING ISSUES

Cllr L Bickerstaffe advised that there are still the issues with the traffic on Derby Road.

Vehicles have recently had wing mirrors damaged & amongst others a pharmacy delivery vehicle has been observed speeding.

PC T Stirling had recently been on Derby Road with the CCTV vehicle & the improvement to traffic behaviour during this time was significant.

SPID grant application is still with LCC & no further update regarding its status has been received. Cllr D Nowell reminded his WTC colleagues that a SPID could be purchased without waiting to know the outcome of the LCC grant application.

Cllr G Dixon reminded his WTC colleagues that the older version of SPID was still in Wesham with Dave Taylor, a previous councillor. He proposed that this should be recovered & checked if it is still in working order.

Cllr L Bickerstaffe also advised that the Construction work taking place on Derby Road is also leading to the traffic issues with congestion of parking for the duration of the construction work.

Cllr L Bickerstaffe advised that she has written to Cllr S Jones @ LCC regarding the traffic issues as these would be part of the LCC Highways Dept area of responsibility.

Cllr D Nowell suggested a Local Police Community event in Wesham similar to those recently held in Kirkham. All WTC agreed that it was a good idea but after some exploratory discussion it was agreed that practicalities of where to hold it needed due consideration & discussions with Local Police would be required to see if they would be available – to be discussed with PCSO Anna Morris/Trevor Stirling at their next visit to the WTC meeting.

### 23/037 PLANNING – none for this meeting

### 23/038 PLAYING FIELDS and OPEN SPACES

#### a) Open Spaces Contract - to discuss any issues raised by Councillors

##### Grounds Maintenance & Bowling Green

TC proposed that as no plans re Shrub planting from Matt Giddins & no further contact with Leafy Lytham has occurred that as the SLA for Grounds Maintenance has now been awarded that WTC allow the Grounds Contractor to sort the shrubs & bedding out for 2023 & review progress & satisfaction regarding WTC requirements at the quarterly meetings going forward. WTC agreed to this & proposal with an annual limit of £6500 for 2023-24 summer & winter planting in line with the estimate provided at the the SLA bid with the caveat of an increase in shrubs vs bedding plants.

Proposed Cllr D Nowell

Seconded Cllr L Walker

All other attendees in favour

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TC advised that the winter bedding invoice for £420 from Matt Giddins had been received.  
WTC agreed payment

Proposed Cllr L Nulty    Seconded Cllr G Dixon    All other attendees in favour

## b) Fleetwood Road Playing Fields

R Pickervance has been rolling the mole hills.  
The barrier near pavilion has new padlock on – KJFC have been advised.

Enhanced barrier repairs as discussed at previous council meeting – Archforge.  
Cllr P Ball to liaise with Archforge re improved design.

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

TC advised that an inspection of the tree on Fleetwood Road Playing Fields that has been postponed.

## Doorstep Green, Derby Road

WTC determined that the benches at both Doorstep Green & Fleetwood Road will be due some maintenance work. Options are could this be done by Community payback team, Kirkham Prison assistance or R Pickervance.

## c) Street Cleaning in Wesham

WTC agreed that street cleaning in Wesham has recently improved.  
WTC would like to know if there is a route & frequency rota that the street cleaner follows on the days he is in Wesham. This will have to be obtained from the FBC co-ordinator.

**Action:** TC to ask FBC for the Street cleaner route & rota.

## d) Allotments March 2023

Town Clerk is in the process of chasing the late payers and also the Allotment owners identified in the previous walk around.

Some of the waiting list have been contacted & are interested in taking on the vacant allotments.

This will be an ongoing process for a few more weeks & 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.

One of the water taps at Fleetwood Road is leaking & needs attention.

**Action:** TC to investigate & arrange plumber

## **23/039 HIGHWAYS AND RAILWAYS**

Traffic issues are captured in the Police section - refer to 23/036 section of these minutes.

## **23/040 GOVERNANCE, FINANCE AND INSURANCE**

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

Finance reports up to March 2023 reviewed – no comments

Mayoral expenses expenditure had been provided by Finance officer for WTC to review.

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WTC discussed the option of utilising some of the previous Mayoral allowance from 2022-23 to underwrite the Field day -10<sup>th</sup> June 2023. After discussion it was determined that as this money had now been transferred to the reserves this was not an available option.

Mayoral allowance is currently £1135.00.

Town clerk advised that WBC pavilion has now been included on the WTC Insurance Buildings list.

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

### **b. 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 a Local Supplier

Cllr D Nowell explored the options from a Local supplier & advised that it was possible to obtain WTC IT equipment. In light of the credit card taking longer than anticipated a pro-forma invoice is likely the best way forward. It was decided to pursue the IT purchases after the start of the new WCC manager.

**Action:** Cllr D Nowell to facilitate/assist with determining the specifications for IT equipment purchases from Local suppliers re WTC IT requirements

## **23/041 EVENTS**

### **a) Community Club Day Field Event**

Cllr L Walker advised that arrangements for the Field day were well under way. A query had been raised in case of inclement weather regarding WTC underwriting the event as the main organiser had so far used his own finances to fund this event. It is intended & previous annual events have shown that the event should make a profit which will cover outlay & also have sufficient for a charitable donation. There was discussion on how funding had been provided & WTC required some clarification regarding this. Cllr P Ball was particularly concerned about some of the funding information provided was not previously mentioned. As none of the Councillors could confirm the details further details were to be requested from the main organiser SH.

After much discussion if satisfactory answers to the WTC queries were provided WTC would consider underwriting the event up to a £500 limit. This amount is approx. 50% of the amount in the events committee funds.

Proposed Cllr L Nulty    Seconded Cllr L Bickerstaffe

Votes in Favour - Cllrs G Dixon & D Nowell

Votes Against - Cllr P Ball

Abstained - Cllr L Walker

## **23/042 HUMAN RESOURCES**

### **• HR sub Committee – update**

No update re the HR sub-committee for this WTC meeting.

It was noted that the scheduled HR meeting was cancelled at short notice due to insufficient attendees. Apologies from one attendee had been received but the apologies from the chairman were not received until after the meeting.

### **• WCC Manager role –**

LM has been informed by the Town Clerk of her appointment as WCC Manager. She still need a formal letter & contract of employment as well as discussions regarding her hours – this is mainly for the logistics of training from Cllr G Dixon, Cllr M Rawcliffe & Finance Officer J Priestley.

Also the DBS check needs to be raised.

**Action:** TC to raise the DBS check on LM for the WCC role.

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- **Review of payrates** – HR Sub-Committee recommendations ?

Town Clerk reminded the councillors that a review of WTC/WCC pay rates had been sent for consideration by the Finance officer. It was agreed that the pay rates would be reviewed by the HR sub-committee & the WTC would be informed of their recommendations & that any pay increases would be backdated to 1<sup>st</sup> April 2023.

## 23/043 WESHAM COMMUNITY CENTRE

### a) **New Tills**

Cllr L Bickerstaffe advised that one till has gone for re-programming & when this has been completed the second one will be taken.

**Action:** Cllrs L Bickerstaffe & G Dixon to complete till re-boots with North West Tills.

### b) **Ratification of heating system repairs**

Geoff advised that he has been chasing the heating repairs but as yet no parts have arrived.

**Note: The comments below were discussed in the Annual Parish Meeting at 7pm prior to the WTC meeting at 7:30pm but for continuity purposes are included in these minutes.**

*Cllr D Nowell asked a number of questions regarding the Community Centre around repairs to the heating and what action was being taken to correct the previously reported issue that the thermostat in the meeting room impacts on the heating in the hall.*

*Although Cllr G Dixon advised that he has been chasing the plumber regarding the heating work including the new filters. A discussion occurred as to explore the options of feasibility of whether the heating could be run without the filters & if that option would cause any damage to the system.*

*The query regarding the position & impact of the thermostat regarding the heating in the hall was left only partially answered. The query re why & how the thermostat in the council meeting rooms impacts on the hall has not been answered re how the WCC heating system works.*

*The WTC minutes for 21<sup>st</sup> February record that a replacement thermostat is supposed to be fitted in the hall by the electrician/plumber as part of the heating system repairs. Apparently further checks by the heating plumber have confirmed that it is only the casing that is broken & that the thermostat is working but it is in the wrong position within the hall.*

*He also expressed his concerns that the heating remains on the Winter settings and has not been reviewed/alterd for the milder Summertime temperatures.*

## 23/044 OTHER ITEMS

### d) **Web site** -

**Pharmacy delivery info request** - although WTC attendees agreed that some of this sort of info could be useful on the website and should be considered at a future date it was acknowledged that the website needed an overall as areas of it are now out of date.

*In clarification Cllr D Nowell advised that he could see no point in updating information about the availability of pharmacy delivery info whilst other information regarding the community centre is so out of date, and updates have not been provided.*

### e) **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**

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## DATE OF NEXT WTC Monthly MEETINGS:

**18<sup>th</sup> April 2023**

**9<sup>th</sup> May 2023**

**13<sup>th</sup> June 2023**

**(Mayor Making)**

**20<sup>th</sup> June 2023**

*Angela Harter*

Date: 2<sup>nd</sup> May 2023

Updated: 8<sup>th</sup> May 2023

## WTC Additional Meetings

Date	meeting
9 <sup>th</sup> May	WTC Monthly Meeting
13 <sup>th</sup> June 2023	Wesham Mayor Making ?
20 <sup>th</sup> June 2023	WTC Monthly Meeting
TBA	Wesham Bowling Club 2 <sup>nd</sup> meeting ?
TBA	KJFC SLA 2 <sup>nd</sup> meeting