

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

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Meeting held on Thursday 14<sup>th</sup> September 2023  
at 7.38pm in the Committee Room, Wesham Community Centre.

## **Minutes**

### **CODE OF CONDUCT AND STANDING ORDERS**

Members are reminded of the standard of conduct they must adhere to during Town Council meetings.

New councillors are advised that a copy of this will be forwarded to them by the Town Clerk

### **PRESENT: Councillor D Nowell (chair)**

**Councillors: L Nulty, P Desmond, L Bickerstaffe, N Rowley & J Tansley**

**New Councillors: Helen Fowler, Jordan Ledger & Helen Richardson**

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

### **APOLOGIES: Cllr Jordan Ledger**

### **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 L Nulty – an interest in Mill Farm relating to being Neighbour

Cllr h Richardson – an interest items relating to Freckleton Marsh.

No further declarations of interest were made at this meeting.

### **Code of conduct**

Councillors were reminded of the Code of Conduct for meetings

### **23/077 APPROVAL OF MINUTES OF COUNCIL MEETING HELD**

**18<sup>th</sup> July 2023 :**

After a review of the final version minutes for 18<sup>th</sup> July 2023 meeting were approved.

Proposer: Cllr L Nulty      Seconder: Cllr N Rowley      Vote: All attendees in favour

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**23/078 MATTERS ARISING** – any item not covered by agenda or action list

**a) Co-option of Wesham Councillors – interviews 11<sup>th</sup> September 2023**

Cllr D Nowell welcomed 2 new councillors to Wesham Parish Council.

Mrs Helen Fowler & Mrs Helen Richardson

Both new Councillors completed the necessary council forms with the Town Clerk.

Cllr D Nowell advised that he would create the necessary Cllr e-mail accounts etc

**Action:** Cllr DN to set up New Councillors & tidy up Cllr info on Wesham council Website

Cllr Jordan Ledger had sent his apologies & the TC would complete the co-option formalities at the October 2023 WTC meeting.

**23/079 POLICING ISSUES** - *none noted to review since 20<sup>th</sup> June 2023*

**a) Crime Reports** – police.org.uk website > area > PR4 3DR (WCC postcode)

**b) Policing Issues** – to discuss any items raised by Councillors

Cllr D Nowell reminded all councillors that local information had been circulated prior to the meeting via the Lancashire Police In the Know system.

Cllr Neil Rowley confirmed that the Kirkham & Wesham police officers have been re-aligned & some of the ones that previously attended the WTC meetings are no longer allocated to the K&W area.

Councillors expressed their desire to meet with Local Police Officers on a regular basis at the WTC monthly meetings.

TC to request Police attendance at WTC monthly meetings.

**Action:** Cllr DN to send **In the Know** information to all Councillors

**Action:** All Councillors to send policing issues/queries to the Town Clerk by 22nd Sept 2023.

# MEDLAR-with-WESHAM TOWN COUNCIL

## **23/080 PLANNING -**

### **a) Planning Applications -**

#### **23/0292 – Solar Panels & Plant Room, Medlar Lane, Wesham**

<b>Application No:</b>	23/0292
<b>Location:</b>	SOLARIUM NURSERIES MEDLAR LANE MEDLAR WITH WESHAM PRESTON PR4 3HR
<b>Proposal</b>	INSTALLATION OF GROUND MOUNTED SOLAR PANELS WITH AN OUTPUT OF 125 KW INCLUDING ERECTION OF ASSOCIATED PLANT ROOM BUILDING
<b>Case Officer:</b>	Matthew Taylor
<b>Parish</b>	Medlar with Wesham

Wesham Council are supportive of this application & will respond to FBC with the caveat that petitions of neighbours should be taken into account when reviewing this application.

Proposed: Cllr D Nowell    Seconded: Cllr N Rowley  
All other attendees in favour

#### **22/0616 – Employment building @ Mill Farm Revised Plans**

<b>Application No:</b>	22/0616
<b>Proposal</b>	ERECTION OF EMPLOYMENT BUILDING PROVIDING A MIXTURE OF MANUFACTURING/ASSEMBLY (CLASS B2) AND STORAGE / DISTRIBUTION (CLASS B8), AND ANCILLARY OFFICES / SHOWROOM AREA, INCLUDING CAR PARKING AND LANDSCAPING AREAS
<b>Location:</b>	MILL FARM SPORTS VILLAGE FLEETWOOD ROAD MEDLAR WITH WESHAM LANCASHIRE
<b>Application Type:</b>	Full Planning Permission

#### **Applications 20/0135 (CPMS condition) & 21/0894 (North Stand) @ Mill Farm**

Revised Car Park Management Proposal

#### **23/0256 – Accentuation Pond @ Mill Farm**

<b>Application No:</b>	23/0256
<b>Location:</b>	MILL FARM SPORTS VILLAGE FLEETWOOD ROAD MEDLAR WITH WESHAM LANCASHIRE PR4 3JZ
<b>Proposal</b>	FORMATION OF A SURFACE WATER ATTENUATION POND & REMEDIATION OF EXISTING SURFACE WATER ATTENUATION POND.
<b>Case Officer:</b>	Rob Buffham
<b>Parish</b>	Medlar with Wesham

TC advised that Fylde planning officer (AS) has agreed to an extension to the response date for the Mill Farm Planning applications

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Wesham Councillors have received advices regarding parking issues created by Mill Farm activities & lack of parking facilities on the complex from Lancashire Highways advisor (MP). WTC noted that the Lancashire Highways comments on the proposed Mill Farm Car Parking Strategy was very supportive of the views of WTC.

Wesham Councillors expressed significant concerns that the original Planning requirements regarding Car parking would not be resolved before the 10 year timeline on the Mill Farm Planning Application. WTC were advised that there is only approx. 2 years. This concern would once again be re-iterated in the WTC response to the revised 20/0135 CPMS application.

Wesham Councillors would like to know if a restriction to the agreed licence numbers for usage of AFC Fylde could be implemented.

Wesham Councillors consider that the revised Mill Farm Car Park strategy has not addressed the issues raised by WTC/Lancs Highways but has "dumbed down" those issues in the revised proposal application.

Wesham Councillors agreed that the issues around the revised Mill Farm planning applications would need time to review. They would also like to have the option to query aspects of the applications with a more experienced planning reviewer. Cllr D Nowell proposed that WTC have a separate session for the Mill Farm applications.

Proposed: Cllr D Nowell    Seconded: Cllr L Bickerstaffe  
All other attendees in favour

## b) Planning Consultation - E-mail 28/06/2023

NOTIFICATION OF PUBLIC CONSULTATION - Draft Supplementary Planning Documents Inbox x  

 **Sally Thompson** sally.thompson@fylde.gov.uk via fyldegovuk.onmicrosoft.com Wed, 28 Jun, 14:26 (10 days ago)   

to Sally ▾

**Public Consultation**

Town and Country Planning Act (Local Planning) (England) Regulations 2012  
Regulation 12 (a) & (b) & 13.  
Draft Provision of Parking on New Developments Supplementary Planning Document (SPD)  
Draft Flooding, Water Management and Sustainable Urban Drainage Systems (SuDS) Supplementary Planning Document (SPD)

We are emailing to advise you that the Council is consulting on the above draft supplementary planning documents for four weeks from 29<sup>th</sup> June to 27<sup>th</sup> July 2023.

Cllr L Nulty reminded Wesham Council colleagues that although the review date on this document is closed that Wesham Council should still comment on this as there is a time delay prior to a review.

Cllr Nulty outlined several key elements within this consultation document for council colleagues to review & consider as part of Wesham Council comments.

- New developments- properties are being built on lower levels.  
Now these need to be on a level or developers need to take this into account.
- Ground water levels are rising in the Fylde – 75% increase re ground flood risk
- Exceedance conditions
- Playing Fields – developers need to ensure proper drainage around fields

Cllr L Nulty advised that this FBC consultation document would be following National guidelines

**Action:** TC to forward a note of support from WTC for this documentation.

## **23/081 PLAYING FIELDS and OPEN SPACES -**

### **a) Open Spaces Contract –**

TC advised Wesham Council that the invoice has just been received for the summer bedding plants. Wesham Councillors agreed that overall these are looking good in the beds & in the barrels & hanging baskets. A letter of thanks to be sent to Mr R Pickervance.

**Action:** TC to send RP a thank you note/e-mail

### **b) Fleetwood Road Playing Fields**

#### Mole Issue

Cllr D Nowell advised that a Mole specialist has quoted £76 per hour & £10 per mole to exterminate the mole problem on Fleetwood Rd playing fields.

Proposer: Cllr D Nowell    Seconded by: Cllr L Nulty  
All other attendee councillors in favour

**Action:** TC to contact this specialist to resolve the mole issue.

- Pavilion Repairs (*recent inspection by KJFC - BS & WTC- DN*)
  1. There is a leak coming from the water supply main valve.
  2. Toilets - KJFC want to replace with new toilets and also re-arrange slightly the access to that the "changing area" used for storage is lockable and the toilets accessible.
  3. They would like permission to have a skip delivered on a specific day at a specific time to remove a lot of rubbish (accepting that they know it's a magnet for local rubbish collection!)
  4. We noted the guttering needs fixing or most likely, replacing
  5. There is a distinct gap in the fence where they store their goal posts which is large enough for kids to get through and cause damage which they would like to close
  6. There are brackets on the front of the pavilion that are almost falling off that we agree should be removed
  7. They are considering a basic kitchen refurb

In general, they requested that WTC pay for the external (guttering, bracket removal and fence) and they pay for the rest. In view of previous experience in terms of them doing nothing, I suggested a single contractor with a single bill and we, if agreed, meet the cost of any bits we agree to. This would work particularly well as Barry thinks he can get some funding so the cost to WTC would effectively be half what it would be.

Cllr D Nowell advised that he had suggested to KJFC (BS) that if KJFC got a quote from a single contractor & an itemised bill that WTC would be prepared to pay for the external repairs. WTC agreed the external repairs needed doing before KJFC had signed this recent SLA. Cllr Nowell also advised that if KJFC can get Sports funding grants for repairs the costs to WTC should be reduced below usual maintenance costs.

Proposed: Cllr D Nowell    Seconded: Cllr L Nulty  
All other attendees in favour

## **c) Doorstep Green, Derby Road .**

- Trees maintenance

Coronation Living Heritage Fund ?

Cllr Neil Rowley advised that a number of the trees on Doorstep Green are looking sad, some have died & some have been vandalised. Cllr Rowley would like to see additional trees, perhaps along the dog walking fence line.

TC advised that some tree replacement is already in hand but that RP has advised that the best time to plant the trees is Sept/Oct.

Cllr L Nulty advised that FBC are funding a number of trees each year – are any allocated for WTC?

TC to enquire about Trees funding from FBC and also to investigate whether WTC can apply for any funding from the Coronation Living Heritage Fund although an initial investigation indicated that WTC is unlikely to be able to apply.

**Action:** TC to contact FBC re funding for WTC extra/replacement trees

- Trees maintenance on Derby Road – NHS hospital estates area

No progress - Cllr L Bickerstaffe will e-mail NHS Estates section again

- dog walking area ( shelter and broken bin)

Dog Walking Shelter is severely vandalised Cllr N Rowley proposed taking it out as observations indicate it is not used by Dog Walkers.

Proposed: Cllr N Rowley    Seconded: Cllr H Richardson  
All other attendees in favour

Cllr N Rowley also advised that there is a broken bin & that the Solar lights are not working. New bins are provided by FBC on request. Solar lights will need to be repaired/replaced.

**Action:** TC to request a new bin from FBC & investigate Solar light replacements

## **d) Street Cleaning in Wesham - nothing for Sept 2023 mtg**

## **e) Allotments**

Wesham Town council continue to wait for advice from FBC/UU & LCC regarding drainage issues for a joining Estates. Until these advices received WCC will wait to make a decision on the drainage & woodland area request.

TC advised that local MP Mark Menzies is/has set up a Local Flood committee which at least one of the Residents from the Crossing gate Estate has been asked to be a committee member.

TC advised that 4 plots have become available for re-allocation.

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TC still needs to arrange for the Autumn inspection of the allotments.

## **f) Wesham Bowling Club –**

Wesham Bowling Club have received a quotation of £2150 from Tom Ascroft for winter work on Wesham Bowling green. The majority of councillors felt unsure as to whether this work was required and would like to have additional information. TC advised that Wesham Bowling Club had been asked if they would be prepared to contribute towards any winter work but at the time of the meeting WBC had not yet responded.

**Action:** TC to request further info re Winter work options & if WBC will be making a contribution.

WTC commended Wesham Bowling club for the proactive stance that is encouraging additional members & raising the profile of WBC within the local community.

WTC acknowledged great initiative by the WBC committee in obtaining some sponsorship from a Local business but as the Green itself is owned by WTC noted that future sponsorship should be agreed by WTC prior to final agreement. Also WTC will request all sponsorship signage is positioned towards the rear of the green.

**Action:** TC to contact WBC to advise WTC requirements re future sponsorship & signage

## **g) Dog PSPO extension Alcohol PSPO extension**

Cllr Linda Nulty advised Wesham Councillors that although the closing date for consultation on these documents has passed that as they will not be reviewed for some weeks yet that Wesham Councillors should read these documents & as a council comment as appropriate.

## **23/082 HIGHWAYS AND RAILWAYS -**

Cllr L Bickerstaffe continues to monitor the traffic on Derby Road.

Cllr L Nulty requested another ticket to Lancs highways regarding the hedges on A585 & the Mill Farm roundabout

**Action:** TC to raise the tickets on Lancs Highways system re overgrowth in Wesham.

SPID Purchase - WTC/Road Safety Trust ?

Cllr D Nowell reminded WTC that a proposal to acquire a SPID has been on the action list for several months. It would appear that the option suggested by Cllr S Jones regarding funds to purchase one is not an option. Cllr D Nowell proposed that WTC continue to pursue obtaining the purchase of a SPID via a grant from the Road Safety Trust. WTC will be asking MP, Lancs Police highways adviser regarding the best position to locate SPID once it has been purchased.

Proposed: Cllr D Nowell      Seconded: N Rowley  
All other attendees in favour

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**Action:** Cllrs DN & NR to research & apply for SPID grant options from Road Safety Trust.

## **Residential Parking**

A resident in Church Road Wesham & a Resident from the Garstang Road South area have both raised issue regarding parking and made enquiries regarding Resident Parking zones.

Extracts from a copy of the letter sent to one of the Local resident by Lancashire Highways highlights the conditions required for Residents Parking.

Lancashire Highways would have to come and undertake a full assessment of the area.

Our Residents Parking Service was introduced in 2021 with the aim to provide a consistent and considered approach to requests for new residential parking schemes. This enables us to ensure that each request is effectively measured against the criteria cited below.

Stage one of the process requires that we establish that the following minimum essential criteria

is met:

1. Within the area to be included in the scheme, not more than 50% of properties should have off street parking or the potential to form off street parking within the curtilage of the property.
2. The number of addresses in the proposal needs to exceed 20.
3. There needs to be sufficient available parking space to implement a workable scheme.
4. There must be significant evidenced support provided for the implementation of the scheme.

Should a proposed scheme fail to meet the minimum essential criteria it will not be considered further at that time.

Further information about the criteria applied and process for our consideration of requests for residents parking schemes can be found on our website at Parking places - Lancashire County Council

Whilst we appreciate Ms XXXXX's concerns regarding parking, I must advise that residents do not have an automatic right to park on the road or carriageway in front of their properties. All vehicles, which are legally entitled to be on the highway, can park at any location they choose as long as this complies with rules in the Highway Code and does not represent a parking contravention, an obstruction or hazard to other road users in which case this is a matter for the Police.

If an obstruction of the public highway or footway is experienced by the then they should report the details to the Police so they can investigate and take the appropriate action, as they have appropriate powers to deal with obstruction of the public highway.

The police can be contacted through their non-emergency telephone number: 101, or online at <https://doitonline.lancashire.police.uk/>.

Wesham Council note: Garstang Road South has both residential & industrial access usage.

## **23/083 GOVERNANCE, FINANCE AND INSURANCE**

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

- Finance reports up for July & August 2023 reviewed – no comments

Tc advised that opening a new account was not the best option to obtaining a bank card as advised by the Nat West new business account lady. She has forwarded an e-mail regarding the previous application for a credit card on the existing account which the TC has a watching brief on to see if there is any progress re issue of a credit card to WTC.

Cllr L Nulty advised that no prices from N Gillett & Sons have yet been received for a quote for Noticeboards for WTC. This is an option for Cllr L Nulty left over mayoral allowance for 2022-23.



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Cllr S Harrison has expressed the preference to use his Mayoral allowance for local foodbanks. There are 2/3 local food banks in Kirkham & Wesham. TC asked if the donation has to be given to a registered charity as some of the foodbank are not registered charities.

**Action:** TC to find out if mayoral donations have to be given to registered charities.

Cllr D Nowell advised that he had attended an Air Ambulance Awareness day. He proposed a donation of £400 from WTC charity donation funds & an additional amount of £100 from his Mayoral allowance from 2023/24.

Proposed: Cllr D Nowell    Seconded: Cllr N Rowley    Abstained: Cllr L Nulty  
All other attendees in favour

**Action:** TC to arrange donation to NWAA.

## **b. Freckleton Marsh Chq – how to use the chq for £300.**

Cllr N Rowley has sourced benches for WTC to purchase. These are recycled plastic that should not need any maintenance. Although several councillors & some spot querying feedback from Wesham residents indicated that around the Cenotaph may be a good place to site the benches Cllr L Nulty advised that regulations regarding vehicle pollution fumes, location at a busy junction would have to be reviewed prior to a final decision.

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

## **d. WTC/WCC equipment**

Cllr D Nowell advised that he now has phone & computer for the TC but that a contract for the WCC & WTC phone cannot be sorted with the present WTC banking arrangements.

## **23/084 EVENTS**

### a) Community Club Day Field Event

A summary of accounts for this event has been provided by Mr S Harrison. Cllr S Harrison & Cllr L Walker to be consulted re the Field Day accounts in particular with regard to the profits & proposal for what should happen to these – a charity of their choice?

**Action:** TC to liaise with SH re the proceeds from the Field day event to clarify spreadsheet info.

## **23/085 HUMAN RESOURCES**

### • **HR sub Committee – update**

No meeting have occurred since the last update from HR sub-committee. Contracts of employment are drafted for WTC staff but need a final check before issue.

### • **Financial officer role –**

JP has advised that she would like to fully retire after the next annual account submission – around end June 2024. WTC need to determine best accounts option for future. Sage is

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current system being used but Quick Books is an option previously discussed & LM is familiar with Quick Books. JP & LM have proposed using Quick Books alongside SAGE for several months as part of the transition over. Payroll should be undertaken by the TC.

Proposed: Cllr P Desmond      Seconded: D Nowell  
All other attendees in favour

## **23/086 WESHAM COMMUNITY CENTRE**

– a separate meeting after the WTC meeting considered these issues.

- a) Heating system repairs WCC – Updates**
- b) Bollard repairs – no updates for this meeting**
- c) Car Park signs for School**

## **23/087 OTHER**

- a)**      Kirkham Swimming Baths closure

Wesham Council agreed that WTC need to have representation on Kirkham Baths discussions. In addition to the baths closure being a loss of a sport/health facility for local residents there are 2 primary schools within Wesham where pupils are required to learn to swim.

**Action:** TC to request invitations for WTC representatives to any meetings regarding Kirkham Baths.

- b)**      War Memorial Clean

Cllr N Rowley has sourced an ex Military person to undertake the cleaning around the War memorial. Although the quote included the Cenotaph itself Cllr Nulty queried whether the Cenotaph is owned by WTC or by British Legion or War Memorial Trust. Additionally cleaning of the Cenotaph some years ago had to be undertaken to a particular process in order not to damage the Cenotaph or the Listed Names on it. It was agreed to clean around the Cenotaph but seek further advices regarding the Cenotaph itself.

**Action:** Cllr N Rowley to research the Centotaph ownership & cleaning process.

**Action:** Cllr N Rowley & TC to instruct Wesham Driveways regarding cleaning around the Cenotaph as per his quote.

- c)**      Smoking issues @ Rehabilitation Centre, Mowbreck Lane

Wesham Councillors noted the Residents issues raised in e-mail correspondence to the council. Wesham Rehabilitation Centre is an NHS facility within the Town. Whilst the councillors sympathise with residents & will write to the Rehabilitation facility requesting an improvement in the situation they note this is an NHS facility & it is for the Rehabilitation Unit management to resolve.

**Action:** TC to write to Wesham Rehabilitation Centre regarding the concerns e-mailed by Wesham Residents.

Website – ongoing review nothing further to report at this meeting

- d)**      Actions - updated prior to meeting no further comments

**Action List** – updated prior to meeting no further comments

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There being no other business the meeting ended at 21:50hrs

WCC meeting 21:50 – 22:15hrs.

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## **23/086 WESHAM COMMUNITY CENTRE**

– a separate meeting after the WTC meeting considered these issues.

### **d) Heating system repairs WCC – Updates**

LM has a quote has for repairs to the boiler & heating system - £750.00

### **e) Bollard repairs – no updates for this meeting**

### **f) Car Park signs for School**

Clr L Bickerstaffe has passed Car par signage information to LM for purchasing.  
School is paying for 8 car parking spaces

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## **DATE OF NEXT WTC Monthly MEETINGS: 17<sup>th</sup> Oct 2023**

Clr H Richardson advised that she is not available for the 17<sup>th</sup> Oct WTC monthly meeting

*Angela Hunter*

Date: 3<sup>rd</sup> Oct 2023

**23/077** Review of WTC Sept mins at the meeting on 17<sup>th</sup> October 2023 a minor update was requested

**23/080** Planning - Minor updates to 20/0135 CPMS application

**23/082** Resident Parking – Minor updates regarding Resident Parking Scheme suggestion.

*Angela Hunter*

Date: 28<sup>th</sup> Oct 2023