



**PENWORTHAM TOWN COUNCIL
MEETING OF THE COUNCIL**

Meeting of the Council held at Penwortham Community Centre, Kingsfold Drive, Penwortham on Tuesday 4th October, 2022 at 7.00pm.

Present: The Mayor Councillor A Turner

Councillors R Blow, D Bennett, G Crewe, P Cronin,
J and T Flannery, H Hancock, D Howarth, K Martin,
J Patten, D Shaw, R Taylor, C Wooldridge and T
Young.

In attendance: Marie Curran, Town Manager
Daniel Guise, Democratic Services Officer

Members of the Public: 3

53. Apologies for Absence

Apologies for absence were received from Councillors Elizabeth Basquill, Ian Watkinson and Will Adams.

54. Minutes of the Last Meeting

RESOLVED: that the minutes of the meeting held on 6th
September 2022 be approved as a correct
record and signed by the Mayor.

55. Declarations of Interest

Councillor Howarth declared a non-pecuniary interest in the Penwortham Fire Station cover consultation (Minute No 58), as a member of Lancashire Combined Fire Authority. Councillor Hancock declared a non-pecuniary interest in the Plans List (Minute No 60), as a member of the Planning Committee of South Ribble Borough Council. Under the Members' Code of Conduct, both were able to remain in the meeting and take place in the discussion and voting.

56. Communications by the Town Mayor

The Mayor reported on the recent Penwortham in Bloom awards evening, at which she presided. The Mayor greatly enjoyed attending, and was pleased that it was well attended.



57. Town Manager's Report

The Town Manager reported as follows:

i) HILL ROAD CEMETERY AND PENWORTHAM WAR MEMORIAL

A small area within the cemetery has been allocated for the sale of memorial trees. The trees will be sold without the surrounding concrete flags as previously sold and will be more discreet and appropriate with the surrounding. This has been welcomed by our residents that visit the cemetery.

The Town Council is waiting for the grant award from the South Ribble Community Boost Fund Plus to resurface the cemetery road. As soon as the grant has been received, we can progress with this project.

Arrangements have commenced for this year's Remembrance Service and Parade at Penwortham War Memorial on Sunday 13th November. On the Mayor's request, the Town Council have extended an invitation to all faith organisations and community groups to attend this event. It is important that the contributions made by the Commonwealth Forces in both WWI and WWII are acknowledged, as we have a number of community group members that live in the Penwortham area.

James and Fred have been carrying out maintenance work at the memorial to make less maintenance for future years.

ii) WHAT'S ON AT THE COMMUNITY CENTRES

'Penwortham Care and Share' are a volunteer led group, providing a free clothing service on the last Tuesday of each month at Penwortham Community Centre.

October 'What's on guides' have been produced and are available online or at the community centres. Please encourage the distribution of these. Colleagues at South Ribble Borough Council are assisting with the printing of these.

Lancashire Adult Learning are providing free courses on Mental Health and Drug and Alcohol awareness during October and November at Penwortham Community Centre. This is the first time that the education provider will be using Penwortham Community Centre as a venue to host training courses and we hope that this will be well attended.

The Community Library is open every Tuesday, Wednesday and Thursday each week from 10am until 4pm. Lancashire Adult Learning are providing a programme of free art courses at the centre, as well as courses on digital skills for jobseekers and building healthy relationships in employment.

Jeanette Greaves will be reading extracts from her new book on Tuesday 18th October at 1.30pm at the community library. The event is free and welcome to all.



The following acts are booked to perform at the Venue during October. All tickets can be booked through Eventbrite. www.eventbrite.com

- KTB Music Singalong – 8th October, 2022
- Comedy Night – 14th October, 2022
- Nikki Heath – 21st October, 2022
- KTB Music Singalong – 22nd October, 2022
- Cinema Night – 26th October, 2022
- Mental Health First Aid England two-day training course – 27th and 28th October, 2022
- Seasons Children's Theatre Show – 30th October, 2022

During September, The Venue had its most successful weekend to date with artists Doug Perkins and the Spectaculars and County Pilots completely selling out.

Please go to Eventbrite online and search 'Penwortham Arts Centre, Preston' to get your tickets for upcoming events.

www.eventbrite.co.uk

During September, the Penwortham Community Cinema screened the new Baz Luhrmann film 'Elvis' which was a great success. The Venue was also used to host the Penwortham in Bloom 2022 Awards ceremony. Refreshments were kindly donated for this event by the local Tesco supermarket.

Film nights generally take place on the last Wednesday of every month with tickets costing £4 per person.

Comedy nights take place monthly on the second Friday. Tickets cost £12.

Please 'like' *Penwortham Town Council*, *Penwortham Arts Centre 'The Venue'* and *Penwortham Independent Community Library* to stay up-to-date with Town Council events that are taking place. Penwortham Town Council is now live on Instagram and can be found by searching for 'Penwortham Arts Centre'.

iii) **STAFF**

Daniel Guise has now commenced his employment with the Town Council. The Town Manager and Democratic Services Officer held a meeting with the library volunteers to introduce Daniel Guise and to discuss suggestions to improve the services from the Independent Community Library.

Once the 'Warm Spaces' Working Group has been established, additional services can be coordinated.



iv) FURTHER UPDATES AND REPORTS;

Climate Change – The Town Council are fully committed to addressing the current climate change emergency and have introduced the following policies:

1. Assess the Climate Impact of Council decisions and include this in reports. **(done)**
2. Assess the Neighbourhood Plan regarding Environmental issues in line with a Climate Emergency when the appropriate opportunity arises. **(ongoing)**
3. Assess current fuel consumption and type in all properties managed by The Town Council and act to reduce the carbon footprint of the properties, including exploring of renewable centre-located energy generation. **(ongoing)**
4. Encourage PTC staff to reduce the “need to travel” including encouraging virtual meetings and, where appropriate, working from one site, and, on one day per month, work from home. **(done)**
5. Explore policies to initially reduce the use of single use plastics with the target of zero use in all PTC properties. **(done)**
6. Assess the longevity of current vehicle/s. Anticipate and respond to emerging legislation regarding cost and efficiency of current vehicle and make provision to replace with an electric vehicle at a suitable time. **(ongoing / research into electric vehicle choices)**
7. To explore the suitability of more environmentally friendly fuel in the use of petrol driven gardening tools. To replace all gardening tools which are petrol driven with electric powered as they require replacement. **(ongoing / all power tools to be replace with electric tools when appropriate)**
8. To publicise, facilitate and encourage the formation of a local, resident led, Climate Action Group. **(ongoing – working in conjunction with SRBC)**
9. To assess approximate use of pesticide PTC land and explore ways to use less pesticide. Also, to evaluate the relative toxicity of the current pesticides being used by PTC and invest in more environmentally friendly brands with acceptance of increased cost implications. **(ongoing – reducing the use of pesticides, weedkillers etc as best as practically possible)**
10. To promote the use of local businesses to reduce excessive travel. In using Penwortham and surrounding area registered businesses as a priority, whenever possible. **(done)**
11. To promote the retention of green spaces in the Town. **(ongoing – through the SRBC planning system)**
12. To explore and establish localized strategies to improve levels of recycling in conjunction with services provided by SRBC. **(ongoing – in liaison with the new SRBC officer)**
13. To promote and help forge links between food and energy co-operatives where possible. **(ongoing)**
14. Look to obtain funding for Green Initiatives from the Neighbourhood Council, SRBC and LCC. **(ongoing)**
15. To actively seek guidance and join where appropriate, with initiatives generated by SRBC to promote the Climate Emergency Strategy. **(ongoing through liaison with the new SRBC officer)**



5616

16. To use the new website to include regular Climate Emergency and Environmental Group items including help and support for people wishing to reduce their own carbon footprint. **(done)**
17. To explore and develop a suitable Mayoral Environmental Award Scheme for community environmental activities. **(ongoing – funding in place for 2022)**
18. To develop and promote new and existing walking, cycling and exercise opportunities and initiatives across the Township. **(ongoing – through SRBC planning and the new climate change officer)**

The Climate Change Working Group is due to be arranged and a meeting of the Environment Committee is scheduled to take place in October.

We have had a very positive reaction to recent posts on social media inviting people to apply for stalls at the Penwortham Christmas Markets.

Penwortham Town Council has launched the School logo competition and the closing date is Friday 9th December, 2022.

The next annual Lancashire Parish and Town Council Conference will take place on **Saturday 12 November 2022** in the Exchange at County Hall, Preston, starting at 9.30am; followed by the Lancashire Association of Local Councils (LALC) AGM in the afternoon. Lunch will be provided for all delegates. Further details of the programme and a link to the registration form will be sent out shortly. Members were asked to let the Town Manager know ASAP, if they were interested in attending.

POLICE AND COMMUNITIES TOGETHER MEETING (PACT) – Meet your local police officer and police community support officer. The first Thursday of every month from 6pm-7pm at Penwortham Community Centre.

Officers are currently working on the next edition of the 'Town Council News', which is due to be delivered to residents towards the end of October. If you would like to suggest a topic for inclusion, please contact the Council offices.

The Town Manager met with colleagues from South Ribble Borough Council to discuss developments to the Penwortham Community Centre building. It is anticipated that the tenders for works will be sent out mid-October to be returned towards the end of October, with work to start at the end of November. Work to be carried out includes replacement windows, two new boilers and roof repairs. Staff may need to relocate during this time.

James and Fred will shortly begin the Winter planting of bulbs in the planters located in Kingsfold to provide some Spring colour.

vi. Upcoming Events:

Penwortham Fireworks Display - 5th November 2022

Remembrance Sunday – 13th November 2022

Kingsfold Christmas Market – Monday 5th December 2022

Middleforth Christmas Market – Sunday 11th December 2022

Liverpool Road Christmas Market – Wednesday 14th December 2022



The Town Manager noted that there will be a £20 charge for commercial businesses holding a stall at the Christmas markets, this year. This is to help prevent the town being let down by no-shows.

Councillor Martin commented on the success of The Venue last month, saying that the volunteers were working really well. He also emphasised that Penwortham had fought in the past to obtain 5 votes at the LALC AGM, and it was worth going, to make use of them.

Councillor Howarth raised a question about the Venue website and Eventbrite ticket sales: is there a way to know how many hits an event is getting online, after the events have sold out? If there is plenty of interest even after an event is full, it may indicate that the market would support a higher ticket price for similar events in the future.

Councillor Crewe asked if there will definitely be a PACT meeting this Thursday, as he had previously seen notice of a meeting last week, which did not take place. The Town Manager will confirm and email members with an update.

58. Review of Penwortham Fire Station cover consultation

Councillor Howarth noted that, at present, the fire crew on duty overnight sleeps in accommodation at the Penwortham station. The proposal is that, instead, they will be on-call from home.

Councillor Howarth expressed concern that the Council and community cannot have a firm idea of where the relevant firefighters will live, and therefore the impact on response times. Cllr Howarth also outlined some concerns about the consultation process, specifically:

- i) The standard online survey format is too restrictive to provide for detailed feedback.
- ii) Although the document states that the Unions were consulted, it does not detail the Union response.
- iii) Although there is a facility in the survey specifically for Town and Parish Councils to respond, there was no communication directly to the Town Council (written or otherwise), soliciting a response. The Town Manager confirmed that no communication had been received.

Councillor J Flannery reported that he and Councillor Martin met with firefighters, and there are concerns about the pressures the change would put onto fire crews, with respect to their living arrangements. Councillor Flannery reported that he has heard of cases where fire crews were encouraged to rent a property together, in a location close to their station.

Councillor Martin stated that, at present, call-out times are very quick, generally under 5 minutes. Under the proposals, this may increase up to 12 minutes. Councillor Martin said he had heard of cases where fire authorities have rented the accommodation at the



stations themselves (previously treated as part of the workplace) back to firefighters as private living quarters.

Councillor Martin noted that the Penwortham appliance would often be the first on a scene in Preston. For example, it would be the first to the UCLan campus. He also raised the example of a house fire on Leyland Road, which was reached quickly enough to save the house itself, with only the contents being lost. A few more minutes would have condemned the house, too. The fire earlier this year at Tokyo Joe's in Preston was also mentioned, where the Penwortham appliance is believed to have been the first on the scene.

Councillor Martin reported that the consultation was mentioned at the Springfield Site Stakeholder Group meeting.

Councillors had a discussion about the financial impact on fire crews themselves. It is understood that some will be financially worse off, although by exactly how much is dependent on the exact logistics.

Councillor Howarth noted that the Fire and Rescue Service does not only respond to fires. He noted in particular the incident in Howick when someone climbed up an electricity pylon while the power was live, and a massive response was required to get him down safely.

Councillor Howarth proposed that the Town Council should write to the Lancashire Fire & Rescue Service / Lancashire Combined Fire Authority, to express the Council's full views on the matter. Councillor Martin seconded the proposal.

RESOLVED: that the Council will write to the Lancashire Fire & Rescue Service / Combined Fire Authority, expressing concern about the potential impact of the proposed change on response times, and on firefighter's own circumstances.

59. Questions from Members of the Public

Members of the public were invited to raise any issues of local concern. No questions were raised.

60. Development Control – Plans List

Councillors discussed the unused site where the Shampian restaurant previously stood. The site is visually unattractive and invasive weeds are growing there. It is understood that the demolition caused blockages in some of the drainage, and that work will be taking place to reverse that. There is also some damage to the adjacent car park.



Councillor Howarth noted that there are a large number of applications to overturn Tree Preservation Orders. He proposed that the Town Council write to the Planning team at South Ribble Borough Council (SRBC), to say that a condition for approval of these applications should be that, if such a tree is removed, a new tree should be planted in its place. Councillor Martin seconded the proposal.

RESOLVED: that the Town Council will write to the Planning team at SRBC, to express the Council's view that if a TPO is overturned, a condition for removal of the tree should be that a new one is planted in its place.

61. Minutes of Committee Meetings

The Council was asked to approve the minutes of several committee meetings.

Community Centre Management Committee – Thursday 22nd September

Councillor Wooldridge proposed that the minutes be approved. Councillor Howarth seconded the proposal.

RESOLVED: that the minutes of the meeting held on 22nd September 2022 be approved as a correct record.

Environment Committee – Thursday 22nd September

Councillor Taylor proposed that the minutes be approved. Councillor Martin seconded the proposal.

RESOLVED: that the minutes of the meeting held on 22nd September 2022 be approved as a correct record.

Events Committee – Thursday 22nd September

Councillor Taylor proposed that the minutes be approved. Councillor Hancock seconded the proposal.

RESOLVED: that the minutes of the meeting held on 22nd September 2022 be approved as a correct record.

Strategy and Finance Committee – Thursday 22nd September

Councillor Wooldridge proposed that the minutes be approved. Councillor Howarth seconded the proposal.



RESOLVED: that the minutes of the meeting held on 22nd September 2022 be approved as a correct record.

At this stage, the membership of the working group on Warm and Welcome Spaces was confirmed as follows:

Councillor Angela Turner
Councillor Geoff Crewe
Councillor Keith Martin
Councillor Tracey Flannery

62. **Dates of Committee Meetings**

The Council was asked to approve the following proposed dates of forthcoming Committee meetings:

Environment Committee – Monday 17th October 2022
Events Committee – Monday 17th October 2022
Strategy and Finance Committee – Monday 17th October 2022
Cemetery Committee – Not Applicable
Community Centre Management Committee – Not Applicable
Planning Committee – Not Applicable

Councillor Wooldridge proposed that they be approved, and Councillor Howarth seconded the proposal.

RESOLVED: that the dates of the Committee meetings be approved.

63. **Delegates' Reports**

Councillor Martin reported back on proceedings of the Springfield Site Stakeholder Group meeting, which he attended with Councillor Shaw. At the meeting, Councillor Martin was elected Vice-Chair of the Group.

Councillor Martin also reported on the activities of the Campaign to Protect Rural England, and the biodiversity briefing at SRBC. The biodiversity briefing is expected to be made available for streaming online.

64. **Accounts for Payment – September 2022**

The Council considered the report of the Responsible Financial Officer (Town Manager).



Councillor Wooldridge queried the proposed payment to JPP Media. The Town Manager explained that this is for delivery of the town newsletter, and that this is now paid up front. The Town Manager also explained that there is an online facility for tracking which areas have been delivered.

Councillor T Flannery enquired about the Council's gas bill, as the amount did not seem to have gone up much. The Town Manager explained that the Council has a contract locking in the existing price until November 2024, and advised that this could be advantageous for a Warm and Welcome Spaces scheme.

The Council was asked to approve the below accounts for payment.

**SEPT ACCOUNTS FOR
AUTHORISATION**

FOR	AREA	AMOUNT
EMPLOYMENT COSTS	ALL AREAS	£8,166.06
TELEPHONE/BROADBAND	ALL AREAS	£256.61
OTECH IT SYSTEMS	ADMIN	£69.22
	NEWSLETTER	
JPP MEDIA	DISTRIBUTION	£1,320.00
RACHEL COOPER	ADMIN SUPPORT	£150.00
SRBC	PCC INSURANCE	£46.76
CAT MOREWIN	ADMIN SUPPORT	£150.00
CARD FEES	CEMETERY	£35.34
ELECTRIC INVOICE	ALL AREAS	£840.30
NW MOWERS	CEMETERY	£180.37
NEWGATE	CEMETERY	£588.96
GAS INVOICES	ALL AREAS	£831.14
MILLENNIUM	HYGIENE SERVICES	£120.96
	CLEANING	
LHB SUPPLIES	MATERIALS	£209.66
SRBC	PREMISES LICENCE	£70.00
COUNTY PILOTS	ARTIST	£168.00
DEAN FRASER	POET	£30.00
	TOTAL	£ 13,233.38

Councillor Wooldridge moved that the payments be approved. Councillor Howarth seconded the proposal.

RESOLVED: that the submitted payments be approved.



65. Hill Road Cemetery – September 2022

The Town Manager reported that there were 11 internments during September. All of these were in pre-existing plots.

The Mayor thanked everyone for their attendance and closed the meeting.

.....Town Mayor

(The meeting finished at 7:50pm)

The minutes of this meeting will be published on the website
www.penworthamtowncouncil.gov.uk