

St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 10th May 2016, 2pm
West Lodge, 5 St George's Road, St. Anne's on the Sea, Lancashire FY8 2AE.

Present: Councillors E Nash - Chairman
T Ford
A Jacques
C Lanyon
V Settle – *ex officio*
V Willder

Officers S Taylor Town Clerk

112/16 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Little.

113/16 DECLARATIONS OF INTEREST

Councillor Ford declared a personal and prejudicial interest in agenda item number 8 – South Fylde Line Community Rail Partnership and agenda item number 12 - St. Anne's in Bloom. He was Chairman of the South Fylde Line Community Rail Partnership and Treasurer of St. Anne's in Bloom. After providing the Committee with details on both items, Councillor Ford left the room before discussion and decision making was undertaken the Council.

Both Councillor Lanyon and Councillor Settle declared a personal interest in agenda item number 8 – South Fylde Line Community Rail Partnership. Both belonged to the Friends of St. Anne's Railway Station working group.

114/16 MINUTES OF PREVIOUS MEETING

RESOLVED That the minutes of the meeting held on 15th March 2016 be approved.

115/16 ST. ANNE'S LIBRARY

The Town Clerk updated the Committee with regard to the potential closure of St. Anne's library.

The Library was being considered for closure under Lancashire County Council's property review. At this time neither St. Anne's library or the other buildings that delivered children services within the town were under threat of closure. The registration service was being moved from Lytham library to St. Anne's library. Unfortunately, both Ansdell and Lytham libraries were under threat of closure.

The Committee whilst pleased that the town's library was saved, were saddened that any libraries should be closed across both Fylde and Lancashire.

RESOLVED a) That no further action be taken due to St. Anne's Library not being under current threat of closure.
b) That the situation be monitored.

116/16 ST ANNE'S ENTERPRISE PARTNERSHIP

Councillor Nash updated the Committee on the progress of STEP. The following points were discussed;

- That Councillor Nash had stepped down as Vice Chairman of the group

- There were 7 theme groups (originally there were 8)
- There was a Food Festival planned from 4th August – 21st August 2016, which would be promoted as an international food festival, there had been substantial uptake from restaurants and eateries for this event
- There were now 7 components detailed within the STEP Action Plan, two of these were Heritage and the Environment that Councillor Nash was still involved with (which included maintenance of St. Anne's Square)

The public launch of STEP was taking place on Monday 23rd May 2016, from 5-9 pm, at St. Anne's Palace, 18 Garden Street, St. Anne's. This event was a drop in facility with stands, information about the group being promoted by the Steering Group. Refreshments were also being provided. This was an open event for traders/businesses/community groups and the public, all of whom were being encouraged to attend.

Councillor Nash congratulated Mr Darrel Treece-Birch on his professionalism and total commitment to delivering STEP as an effective and productive business group.

RESOLVED That the progress on St. Anne's Enterprise Partnership be noted and all actions agreed and supported.

117/16 TREASURY MANAGEMENT POLICY

The Committee discussed the Treasury Management Policy and noted that it was prudent to spread any investments across a range of organisations that had been awarded a high credit rating.

RESOLVED That the Treasury Management Policy and Investment Strategy be approved and adopted by the Town Council.

118/16 SOUTH FYLDE LINE COMMUNITY RAIL PARTNERSHIP

Councillor Ford provided the Committee with additional information regarding the request for funding from the South Fylde Line Community Rail Partnership (SFLCRP).

Councillor then left the room whilst the funding request was discussed by the Policy and Resources Committee.

The Committee noted that that SFLCRP were unable to apply for grant funding unless they could match fund any potential bids. It was also noted that there were two stations on the South Fylde Line within the Parish of St. Anne's.

RESOLVED a) **To approve a contribution of £1500 from the Town Council towards the South Fylde Line Community Rail Partnership.**
b) **That the Town Clerk be authorised to vire £1500 from the appropriate budget heading.**

119/16 TOWN COUNCIL PLANNING DAY

The Committee discussed if there was a requirement for a Town Council Planning Day to be held in 2016. It was agreed that the planning day identified the Council's future strategy enabling the Town Clerk to produce an annual Forward Plan.

It was agreed to hold a Town Planning Day on a Saturday in October, from 9.30 – 1pm including lunch at St. Anne's Palace if available. It was also agreed that Phillip Training be asked to facilitate the session.

RESOLVED

- a) That the Town Council Planning Day be held on a Saturday in October 2016.
- b) That Phillip Training be approached to facilitate this event, on behalf of the Town Council.
- c) That lunch be provided and that St. Anne's Palace was the preferred venue.
- d) That the Town Clerk be authorised to action all arrangements for the day.

120/16 DISCLOSURE AND BARRING SERVICE (DBS) CHECKS

It was noted that both Councillor Ford and Councillor Lanyon had been DBS vetted as Town Councillors due to their involvement with the Youth Council. It was requested that Councillor Meadowcroft be asked if she wished to be involved in supporting the Youth Council. If she agreed a DBS check would need to be undertaken.

The Committee identified that Town Council employees did come into contact with children and young people under 18 and vulnerable adults. The Councillors agreed that it would be prudent that all Town Council employees were subject to DBS enhanced checking, paid for by the Town Council.

RESOLVED

- a) That the Town Clerk action DBS checks for Town Council employees and any Town Councillors connected to the Youth Council.
- b) That the Town Clerk be authorised to vire the DBS costs from the appropriate budget heading.

121/16 TRIBUTE TO DAVID WOOD

Councillor Nash advised the meeting of how he considered it appropriate that some type of commemorative tribute be provided for Mr David Wood, who very sadly recently died. As one of the Town Council's strongest supporters, it was agreed that a commemorative plaque be placed in the permanent gazebo/dome in the square, opposite the No 15 Public House. This gazebo was a place where David would sit on a regular basis. It was noted that Fylde Council as landowners had already agreed to the placing of the plaque, in principle.

The Committee agreed that this would be an appropriate gesture from the Town Council.

Councillor Nash advised he would pursue provision of the commemorative plaque and report back to a future meeting of the Policy and Resources Committee.

RESOLVED

That the Town Council agree in principle for the provision of a commemorative plaque in memory of Mr David Wood.

122/16 ST. ANNE'S IN BLOOM

Councillor Ford advised the Committee that the funding was to provide an additional 10 half barrel planters for shops and business to become involved with St. Anne's in Bloom. The planter was provided for free, with the maintenance and watering of the planter being provided by the business where the half barrel was located.

Councillor Ford then left the room whilst the funding request was discussed by the Policy and Resources Committee.

The Committee recognised the importance of St. Anne's in Bloom to the town and it was agreed that the Town Council would order and pay for these additional ten planters.

- RESOLVED**
- a) That the Town Clerk be authorised to purchase 10 additional half barrel planters for St. Anne's in Bloom up to a maximum cost of £1000 (excluding VAT).
 - b) That the Town Clerk be authorised to vire the costs up to a maximum of £1000 from the appropriate budget heading.

123/16 TOWN CENTRE BANNERS

The Committee discussed installing Lamppost Banners within the town centre, as undertaken in the last two previous years. It was agreed that due to time constraints and staff workloads, this would be a project undertaken and delivered for Spring 2017.

- RESOLVED**
- a) That Town Centre Lamppost Banners be installed in April 2017.
 - b) That the Town Clerk be authorised to vire all costs associated with the project from the appropriate budget heading.

124/16 UPDATED FORWARD PLAN 2016/17

1.1 Neighbourhood Plan

The Town Clerk reported that the Public Hearing for the Neighbourhood Plan was being held on Tuesday 7th June 2016, from 10am at St. Anne's Palace. She was working with the consultants in response to the 19 questions received from the examiner.

2.8 Town Council Bunting

The Committee were advised that Fylde Council had been approached by the Town Clerk for a contribution towards the cost of the Town Council bunting installation throughout St. Anne's. They had agreed in principle and the contribution was currently being negotiated.

- RESOLVED**
- a) That all actions detailed the Forward Plan for 2016/17 be supported, approved and agreed.
 - b) That the fee proposal for the additional work that Envision were undertaking, be accepted and approved.
 - c) That the cost for installing the Town Council bunting throughout the town for the summer, be accepted and approved.

125/16 DATE AND TIME OF NEXT MEETING

It was noted that the next meeting of the Policy and Resources Committee would be held at West Lodge, 5 St. George's Road, St. Anne's on the Sea, Lancashire FY8 2AE on **Tuesday 26th July 2016 at 2.00 pm.**

The meeting closed at 3.39pm

Signed.....

Chairman
26th July 2016