

St. Anne's on the Sea Town Council

Minutes of the Extraordinary meeting of Policy and Resources Committee
held on
12th April 2018 at 2.30pm
West Lodge, 5 St George's Road, St. Anne's on the Sea, Lancashire FY8 2AE.

Present:	Councillors	V Settle A Jacques C Lanyon C Little E Nash V Willder	Chairman
	Officers	S Taylor S Dunn D Treece-Birch	Town Clerk Deputy Town Clerk Town Enterprise & Promotion Officer

064/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Tony Ford.

065/18 DECLARATIONS OF INTEREST

Councillor Nash declared a personal interest in agenda item number 4. He was the nominated Town Councillor representative on the Project Board of St. Anne's Enterprise Partnership.

Councillor Little declared a personal interest in agenda item number 4. She was a member of St. Anne's Enterprise Partnership Project Board.

066/18 ST. ANNE'S ENTERPRISE PARTNERSHIP – FOOD FESTIVAL 2018

The Committee was briefed on the background surrounding St. Anne's Food Festival including the following points;

- The first Food Festival was held in 2016 and had grown substantially since that date
- Town Council employees were heavily involved with the delivery of this event
- In 2016 and 2017 the festival had been delivered under the STEP banner as their event
- The Deputy Chairman of STEP who was one of the main organisers of this event, had resigned from the STEP group
- Provisional discussion had been held between the Town Council and the main organiser to deliver the Food Festival for 2018 in partnership; STEP as a group had agreed to this suggestion.

The Council were concerned regarding delivery costs of this event. The Town Clerk advised that currently £3,000 had been allocated to delivery of the Food Festival and other avenues for generating income to cover the event costs were being pursued.

In response to assurances from the Town Clerk, the Committee unanimously agreed that the Town Council would deliver the Food Festival in 2018.

Further discussion was undertaken within the meeting regarding how the Town Council considered STEP should be run and in what format. The view was that whilst the Town Council could make suggestions to the STEP Project Board, any final decisions regarding St. Anne's Enterprise Partnership should be made by the members of this group. The Committee indicated its full support for STEP and the successful work completed to date.

The Town Council requested that the job title of the 'Facilitator of STEP' be amended to 'STEP Manager' as this was deemed to be a better description of the role and the actions delivered.

- RESOLVED**
- a) That the progress on St. Anne's Enterprise Partnership be noted and all actions agreed and supported.
 - b) That St. Anne's Food Festival 2018 be delivered, and project managed by St. Anne's Town Council.
 - c) That the Town Clerk provide regular updates to the Council on progress of the Food Festival 2018 (including financial records).
 - d) That the existing Food Festival Committee members which included all Town Council employees continue to project manage the event.
 - e) That the Town Clerk be authorised to approach the STEP Project Board and request that the STEP Manager be taken into consideration in place of the facilitator title.

067/18 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 15th May 2018 at 1pm.**

The meeting closed at 3.25 pm

Signed.....

Chairman

15th May 2018