

## St. Anne's on the Sea Town Council

Minutes of the Council Meeting of the Town Council held  
on

14<sup>th</sup> July 2015 at 7pm

at

St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, FY8 2AA.

Present:	Councillors	V Settle	Chairman		
		C Akeroyd	(part meeting)		
		R Bennett			
		B Bridgwater			
		T Ford			
		A Jacques			
		C Lanyon			
		C Little			
		E Nash			
		G Neale			
		V Willder			
			Officers	S Taylor	Town Clerk
				S Dunn	Community Development Manager
	Members of the Public		4		

### 166/15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Henshaw.

### 167/15 TOWN MAYOR'S ANNOUNCEMENTS – INFORMATION ONLY

The Mayor detailed numerous events that he had attended in March and April, including;

- 29<sup>th</sup> May 2015 - attended a 'rock at Rosemere Concert' at the Star of the Sea Church rooms
- 6<sup>th</sup> June 2015 – attended the Lancashire Author Association Awards at Lytham Assembly rooms
- 21<sup>st</sup> June 2015 - attended the swearing in of the Chaplain at St Margaret's Church, a tradition recently reintroduced by the Squire of Lytham and St. Anne's
- 22<sup>nd</sup> June 2015 - the introduction of the new Rabbi at the Synagogue
- 4<sup>th</sup> July 2015 - attended the ordination at the United Reformed Church of the new Vicar
- 19<sup>th</sup> April 2015 - attended the Scouts St George's Day celebration

The Deputy Mayor reported on the events that she had attended, including

- Re-dedication ceremony to the War Memorial
- Emerald Anniversary of the Flower Association

The Mayor welcomed the new member of staff, John Nightingale, Town Council Support Officer, to St. Anne's on the Sea Town Council.

### 168/15 MINUTES OF THE PREVIOUS COUNCIL MEETING

**RESOLVED** That the minutes of the Council Meeting held on the 14<sup>th</sup> May 2015 be approved as a correct record and signed accordingly.

**169/15 COMMITTEE MINUTES**

- RESOLVED**
- a) That the minutes of the above Committees be noted;
  - b) That as per minute reference 154/15 of the Policy and Resources Committee, the Mayoral Protocol Succession be approved and adopted by the Town Council.

**170/15 PUBLIC PARTICIPATION**

Members of the public raised the following items:

- That the St. Anne's Music and Arts Festival was taking place from 17<sup>th</sup> July – 26<sup>th</sup> July 2015, with the majority of events being free to attend
- The highly successful St. Anne's Carnival that was held on 11<sup>th</sup> – 12<sup>th</sup> July 2015
- A summary of the history of the 'Moss Road' that detailed the lack of progress to improve the road began over 130 years previously
- The improvement of the road was required urgently
- That a boundary should be maintained between Lytham and St. Anne's
- Thanks to Councillor Tony Ford for the town trail walks recently organised

*The meeting then re-convened.*

**171/15 ACCOUNTS FOR PAYMENT**

The Town Clerk reported on the on-going dispute with British Telecommunications regarding the transfer of the existing telephone system to the Cloud BT system. It was noted that the complaint had been forwarded to the Chief Executive at British Telecom and a resolution was expected shortly.

- RESOLVED** That the schedule of accounts for payment in the sum of £20,576.28 be approved.

**172/15 NEIGHBOURHOOD PLAN**

The Steering Group Chairman updated the progress of the Neighbourhood Plan, as follows;

- All Town Councillors were requested to complete a questionnaire (if not already done so)
- A presentation on St. Anne's Neighbourhood Plan was given at the Lancashire Association of Local Councils annual conference on Saturday 6<sup>th</sup> June 2015. Councillor Tony Ford and the Town Clerk gave the presentation which received a very positive reception.
- An additional event had been held on Saturday 11<sup>th</sup> July 2015 in Ashton Gardens during the Carnival. Officers set up an art stall in the park and invited passing families to "Draw something you love about St. Anne's". Whilst the children were busy with crayons and pens, their parents were briefed on the Neighbourhood Plan. The pictures were made into bunting and were hung up around the stall; it is now displayed around the Town Council offices.
- Completed questionnaires now totalled over 200, however it was noted that the consultation period did not end until 31<sup>st</sup> July 2015.
- The next consultation event was scheduled for Thursday 16<sup>th</sup> July, from 3-5pm in Sainsbury's Supermarket, St. Anne's.

It was agreed that every response received was important and Town Councillors were asked to promote the Neighbourhood Plan via their own social media links.

- RESOLVED** That the progress on St. Anne's Neighbourhood Development Plan is noted and all actions agreed.

**173/15 COMMUNITY RAIL PARTNERSHIP**

Councillor Tony Ford reported on the options being considered for the Fylde South Railway Line. These included;

- Option One – introduction of a hybrid system, tram and rail;
- Option Two – Tram terminus at either St. Anne's or Lytham, train service finishing at either town
- Option Three – introduction of two trains per hour, one direct to Manchester

It was noted that these options were still be considered by the Consultants commissioned to undertake the review.

*Councillor Akeroyd attended the meeting at the start of this agenda item.*

**RESOLVED That the Community Rail Partnership report be noted.**

**174/15 INTERNAL AUDIT REPORT FOR 2014-2015**

It was reported that the Internal Auditor, Mr IT Cropper had completed the Internal Audit of the Council books, accounts and administration affairs on 21<sup>st</sup> May 2015. Mr Cropper reported that the books and records were found to be sound, well organised and maintained without any issues arising.

The meeting acknowledged that the issue surrounding the Clerk "*effectively subsidising the Council*" was now resolved due to the provision of a Town Council credit card.

**RESOLVED That the Internal Audit Report be noted and agreed.**

**175/15 ROYAL NATIONAL LIFEBOAT INSTITUTION (RNLI) CONCERT 2015**

The Council agreed that due to work pressures on Officers, the RNLI concert arranged by the Town Council would not take place for 2015. It was agreed that the Council would donate £250 to the RNLI, which was equivalent to the funds the event would have raised if the concert had taken place.

- RESOLVED**
- a) That a sum of up to £250 be donated from the Town Council grants budget to the RNLI;**
  - b) That the grant cheque be presented at the next Council meeting.**

**176/15 UPDATE ON ST ANNES ENTERPRISE PARTNERSHIP**

Councillor Nash informed the meeting of the progress of the St. Anne's Enterprise Partnership (STEP) as follows;

- That after various meetings it was now proposed to agree objectives and develop a strategy for the group
- That the group was a partnership between Fylde Council, St. Anne's Town Council, local businesses and local organisations
- The Town Clerk had submitted a bid on behalf of the Town Council to the Coastal Communities Fund for £10,000
- It was anticipated that interviews for the Town Enterprise and Promotions Officer, would be undertaken shortly (the officer to support the development of STEP)
- There was a possibility of bidding for lottery funding to enhance the group
- Park Road improvements had now been completed

**RESOLVED That the update report on STEP be noted.**

**177/15 CHRISTMAS LIGHTS EXTENSION – THE CRESCENT**

The Town Clerk advised that Fylde Council had asked if the Town Council could assist in funding the installation of sockets on the new columns proposed for the Crescent and St. Andrews Road North.

It was agreed that due to the increasing costs of the Christmas Light installation, this item would be discussed at the next Policy and Resources Committee.

**RESOLVED That the Christmas Lights Extension funding request, be deferred to the Policy and Resources Committee on 18<sup>th</sup> August 2015.**

**178/15 MEMBERS REPORTS – INFORMATION ONLY**

Councillor Ford reported on St. Anne's on the Sea in Bloom, including;

- That the judging would be undertaken on Tuesday 21<sup>st</sup> July
- The judges were being met by the Town Crier
- That the pier was providing lunch for the judging panel
- That volunteers were required to ensure that all in Bloom planters were watered and the town looked at its best for the judging day

That volunteers were also needed to tidy up the railway station platform and the square on Sunday 19<sup>th</sup> July 2015 from 10 am.

Councillor Jacques informed the meeting that St. Anne's Carnival was organised by an independent Committee. This group gave up their own time and money to run the Carnival for the benefit of local charities and to provide an enjoyable event for the residents of the town. She added that the Committee were very appreciative of the £1500 grant funding that the Town Council gave to the Carnival for 2015.

The Carnival was a huge success and Councillor highlighted the following;

- The popularity of the Dress Up Your Dog Competition
- The children's games in Ashton Gardens on Sunday 12<sup>th</sup> July had been enjoyed by all
- How everyone was made to feel very welcome
- The MC and Town Crier worked very well together

The Mayor thanked the Carnival Committee for putting on 'the best yet' St. Anne's Carnival event.

Councillor Little advised that she had recently attended a presentation/seminar called Sea Change: A Conversation About Creativity On the Fylde Coast which was hosted by Alex O'Toole and the Arts Partnership for Lytham at Lytham Assembly Rooms. She highlighted the following;

- One of several speakers was Clare Tymon (email contact [Clare@placeshakers.co.uk](mailto:Clare@placeshakers.co.uk)) an officer from Blackburn Council who gave a presentation of how Blackburn has embraced the art culture – please see <http://blackburnisopen.co.uk> for further information. 'Blackburn is Open' is part of the Council's vision to help revitalise Blackburn Town Centre. It aims to improve the night time offer, utilise under-used spaces and empty shops to host arts activities and improve the perception of the town centre.
- Also mentioned was the Farrell report which also includes 'Blackburn is Open' - Sir Terry Farrell's mission is to build a better everyday environment for all, in which he believes Public Service would deliver on the Farrell Review see [www.farrellreview.co.uk](http://www.farrellreview.co.uk).
- Hidden Liverpool was an exciting yearlong project that explored some of the city's empty buildings by inviting residents and visitors to share memories, stories and images of buildings that they worked in, visited and used but can no longer access. The project included developing ideas as to how these could be unlocked to identify Liverpool's hidden gems, further details could be found at [www.hiddenliverpool.org.uk](http://www.hiddenliverpool.org.uk).

Councillor Nash reported on the Armed Forces Day on 27<sup>th</sup> June, which had been very successful. For 2016 it was proposed to include a parade through the town as part of the programme of events.

**179/15 DATE AND TIME OF NEXT MEETING**

It was noted that the next Council Meeting would be held at **St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, FY8 2AA**, on **Tuesday 29<sup>th</sup> September at 7.00 pm**.

*The meeting finished at 8.00pm.*

Signed.....

Chairman  
29<sup>th</sup> September 2015

## St Annes on the Sea Town Council

### PAYMENTS LIST VOUCHERS 34-60

<u>Voucher</u>	<u>Chq No</u>	<u>Code</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>
34	1638	31	Clever Media Ltd	IT Services	115.00
35	1639	37	Discount Ink Cartridges Fylde	Printer Paper	23.33
36	1640	30	Fylde Borough Council	Rent	1,625.00
37	1641	10	HM Revenue	PAYE	1,214.12
38	DDebit	10	Lancashire County Council	Superannuation	922.44
39	1642	15	SLCC	Subscriptions	187.00
40	DDebit	51	S Prestwich	Bank Charge - recovery	4.00
41	1645	135	Signs of the Times Ltd	Street Signs - Names Plate	72.50
42	1643	118	LSA Twinning Association	Youth Council - Deposit Werne Trip	60.00
43	1644	90	V Settle	Mayor's Allowance	320.00
44	1646	12	S Taylor	Travel Expenses	18.45
45	1647	153	Websters Mowerpower	Shepherd Rd - Mower	495.83
46	1648	156	J Russell	Lodge Cleaning	88.00
47	1649	150	P Highton	Allotment Deposit Refund	20.00
48	1650	150	S Pomfret	Allotment Deposit Refund	20.00
49	DDebit	34	O2	Telephone Rental and Calls	36.30
50	n/a	150	Unpaid cheque	Unpaid cheque	48.56
51	DDebit	151	United Utilities	Water Charges - S/Rd Allotments	22.86
52	DDebit	137	United Utilities	Water Charges - B/Rd Allotments	19.80
53	1651	93	LALC	Councillors Training	52.50
54	1652	152	DR Design	PROW signs	111.50
55	1653	131	Vivid	Newsletter Typesetting	160.00
56	CCard	12	Northern Rail	Travel Expenses	7.80
57	CCard	53	Google	IT Storage	1.36
58	CCard	53	Adobe	IT Software	7.14
59	CCard	92	Booths	Mayoral Present	21.98
60	CCard	38	Fine Art & Frames	Framing	57.45
61	CCard	93	Sainsburys	Members Meeting	7.47
62	CCard	93	Sainsburys	Member Training	17.29
63	CCard	92	Margarets Florist	Member Flowers	25.00
64	CCard	155	Survey Gizmo	Survey gizmo neighbourhood plan	50.29
65	1654	32	S Dunn refund	Supplies	3.14
66	1654	36	S Dunn - refund	Stationery	3.32
67	1654	12	S Dunn	Travel Expenses	1.30
68	1655	152	Jewson Ltd	PROW - development	98.63
69	1656	111	Amersol Ltd	St Annes in BLOOM - planters	228.00
70-71	1657	10	Salaries	Salaries	4,216.48
<b>Balance c/f</b>					<b>10,383.84</b>

## St Annes on the Sea Town Council

### PAYMENTS LIST VOUCHERS 73-106

<u>Voucher</u>	<u>Chq No</u>	<u>Code</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>
				<b>Balance c/f</b>	<b>10,383.84</b>
73	1661	10	HM Revenue	PAYE	1,232.79
74	1662	153	Smiths Equipment Hire Ltd	Shepherd Road - Supplies	255.00
75	1663	118	St Annes Carnival	Youth Council - Carnival	15.00
76	1660	155	DR Design	Neighbourhood Plan	1,361.60
77	1665	131	City Distributors Limited	Newsletter Delivery	553.23
78	1664	156	J Russell	Lodge Cleaning	88.00
79	1666	54	I Cropper	Internal Audit Fee	200.00
80	1667	93	Lancs & M CT Partnership	Councillors Training	63.00
81	1668	111	Civic Pride UK Limited	St Annes in BLOOM Signs	166.50
82	1669	155	Halsall Lloyd LLP	Design Guide - part payment	2,000.00
83	1670	32	Office Depot (UK) Ltd	Office Supplies	25.63
84	DDebit	34	British Telecom	Telephone Rental and Calls	97.38
85	DDebit	34	British Telecom	Telephone Rental and Calls	89.29
86	DDebit	34	British Telecom	Telephone Rental and Calls	349.61
87	DDebit	38	British Telecom	Telephone system	731.60
88	DDebit	34	British Telecom	Telephone System Rental	70.44
89	DDebit	10	Lancashire County Council	Superannuation	1,063.30
90	1671	136	Jewson Ltd	Blundell Road - Maintenance	22.02
91	1672	155	The Pavilion Cafe	Neighbourhood Plan	119.00
92	DDebit	34	O2	Telephone Rental and Calls	36.30
93	1673	14	James Knowles & Co	HR Fees	40.00
94	1674	130	Stockport MBC-your council	Advertisement - TEPO	75.00
95	1675	131	Dexfort (NW) Ltd t/a Gosvenor	Newsletter Printing	1,030.00
96	1676	111	The Pavilion Cafe	Grant for Armed Forces Event	119.00
97	CCard	33	Fylde Borough Council	Gray Refuse Sacks	69.46
98	CCard	160	Google Storage	IT Storage	1.36
99	CCard	155	Issuu	NP Display Software	26.44
100	CCard	160	Adobe	IT Software	7.14
101	CCard	38	Radio Shack	IT Switch	12.49
102	CCard	36	WHSmith	Stationery	10.38
103	CCard	155	Amazon	NP - Velcro for boards	12.32
104	CCard	155	Amazon	NP - Prize	25.00
105	CCard	130	Reed Uk Ltd	Advertisement - TEPO	175.00
106	CCard	155	Survey Gizmo	Neighbourhood Plan Survey	49.16
				<b>Total</b>	<b>20,576.28</b>