

St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 18th August 2015, 2pm
West Lodge, 5 St George's Road, St. Anne's on the Sea, Lancashire FY8 2AE.

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

Officers S Taylor Town Clerk
S Dunn Community Development Manager (*part meeting*)
D Treece-Birch Town Enterprise & Promotions Officer (*part meeting*)

198/15 ELECTION OF VICE-CHAIRMAN

Councillor Willder was elected Deputy Chairman of the Policy and Resources Committee for 2015-2016 Municipal Year.

I

RESOLVED That Councillor V Willder be elected as Deputy Chairman of the Policy and Resources Committee for 2015-2016 Municipal Year.

199/15 DECLARATIONS OF INTEREST

There were no declarations of interest.

200/15 MINUTES OF PREVIOUS MEETING

RESOLVED That the minutes of the meeting held on 16th June 2015 be approved.

201/15 BUDGETARY REPORT

The Committee discussed the quarterly budget report up to June 2015. It was agreed that under the Alexandria Drive item of the Forward Plan, that Mr Treece-Birch discuss the potential for 106 funding with Mr Drinnan at Fylde Council.

- a) To approve the report of income and expenditure up to 30th June 2015.
- b) That the possibility of 106 funding for Alexandria Drive signs be discussed with Fylde Council.

202/15 ST ANNE'S ENTERPRISE PARTNERSHIP

Councillor Nash gave an over view of the STEP future proposals that included;

- A 'Managing Board' with Chairman
- Theme Groups
- A meeting of the 'Managing Board' scheduled for early September
- Mr Treece-Birch to be the STEP Facilitator
- STEP being a partnership between the Town Council, Fylde Council and the traders/business/community groups within the Town Centre
- That the Chamber of Trade be invited to the STEP

- That more publicity be undertaken to promote STEP and publicise Mr Darrel Treece-Birch's appointment.

This agenda item was discussed together with minute references 203/15 and 204/15, see below for resolutions.

203/15 TOWN ENTERPRISE AND PROMOTIONS OFFICER APPOINTMENT

The Committee were introduced to Mr Darrel Treece-Birch, the appointed Town Enterprise and Promotions Officer. The Chairman, on behalf of the Town Council, welcomed Mr Treece-Birch to the Council.

It was reported to the meeting that;

- The Town Clerk, Community Development Manager and Town Enterprise and Promotions Officer had met with both Paul Drinnan and Stephen Smith at Fylde Council on the 18th August 2015
- It had been agreed that the terms of Reference for STEP be produced by the Town Council
- That the overall strategy be produced by Paul Drinnan (in draft form)
- Both documents would be made available to the STEP meeting in early September
- That Fylde Council would be proposing a 'Revival Fund Bid' to the Coastal Communities Fund for the Crescent, details of which would be reported to the next STEP meeting

It was noted that the terms of reference were required for the Coastal Communities Team grant funding.

This agenda item was discussed together with minute references 202/15 and 204/15, see below for resolutions.

204/15 COASTAL COMMUNITIES TEAM – GRANT FUNDING

The Town Clerk reported that the bid to the Coastal Communities Fund for £10,000 had been successful. The funding was directly linked to the appointment of the Town Enterprise and Promotions Officer to support STEP and other satellite areas.

The STEP was deemed to be the Coastal Communities Team for St. Anne's, which put the team on the map along with Blackpool and Fleetwood. The Town Clerk advised that as part of the Coastal Community Team process, St. Anne's had already begun partnership working with Blackpool Coastal Communities Team.

The meeting agreed that out of the £10,000, £1,000 would be allocated to a computer and other related equipment, as detailed within the successful funding bid.

- RESOLVED**
- a) That the Town Enterprise and Promotions Officer arrange a management team meeting of STEP scheduled for early September 2015.**
 - b) That a terms of reference for STEP be produced by Town Council Officers.**
 - c) That a draft Strategy for the partnership be produced by Fylde Officers.**
 - d) That out of the £10,000 Coastal Communities Fund grant funding, £9,000 be allocated and ring fenced to the Town Enterprise and Promotions Officers budget.**
 - e) That the proposed structure for STEP be detailed at the next meeting, scheduled for STEP, including the original theme groups.**

- f) That a press release be produced by the Town Council reporting Mr Treece-Birch's appointment and the success of the Coastal Communities Team bid.
- g) That a representative from the Chamber of Trade be invited to STEP.

205/15 OPEN SPACE TRANSFER

Councillor Nash advised the Committee that it had been agreed by the leading group at Fylde Council, to begin discussing a proposal for the Town Council to take over management and ownership of the towns open spaces, after the Election in May.

Members discussed that the allocation of funding for open spaces within St. Anne's should be transparent.

RESOLVED That Councillor Nash be authorised to begin discussions with Fylde Council's leading group regarding the proposal for the Town Council to take over the management and ownership of open spaces within the Parish of St. Anne's.

206/15 TOWN COUNCIL PLANNING DAY

The Committee agreed that a Town Council Planning Day should take place, preferably in October or November 2015. It was also agreed that a professional facilitator should be used and the Planning Day held at St. Anne's Palace.

RESOLVED

- a) That the Town Clerk arrange a Town Planning Day at St. Anne's Palace, on the suggested dates if available.
- b) That Local Government Association be approached to facilitate the Town Planning Day, in the first instance.

207/15 CHRISTMAS LIGHTS EXTENSION – THE CRESCENT

This item had been deferred from the Council meeting of the 14th July 2015.

The Town Clerk advised that Fylde Council were requesting a contribution for installation of sockets and timers on the replaced and renewed lampposts located within the Crescent and St. David's Road. The provision of these would ensure that Christmas Lighting Features could be installed and displayed.

Concerns were raised at the continuing rising costs of Christmas Lights and how this could be sustained by the Town Council.

RESOLVED That the Town Council were willing to consider in principle making a contributing to the installation of sockets and timers on the new lampposts on the Crescent/St. David's Road, subject to receiving more accurate costs.

208/15 UPDATED FORWARD PLAN 2015/16

The following items were discussed:

2.6 Local Council Award Scheme

It was agreed that when the existing scheme accreditation expired, no further accreditation of the Local Council Award Scheme be pursued at the present time.

6.1 Neighbourhood Plan

The decision to continue to employ Envision for the 3rd stage delivery of the Neighbourhood Plan was fully supported and endorsed by the Committee. It was noted that there was sufficient funds available as detailed within the Annual Town Council Neighbourhood Plan Budget for 2015/2016 and that the Consultants were working at a discounted rate.

3.5 Social Media

The Committee were delighted with the proposal from Mr Philip Jackson to help support development of the Town App, on a voluntary basis.

- RESOLVED**
- a) That the Local Council Award Scheme after the Town Council four year membership expired in January 2016, not be renewed.
 - b) That Envision be appointed to undertake the third stage delivery of St. Anne's Neighbourhood Plan.
 - c) That the resolution under minute reference 201/15 be included within the Forward Plan.
 - d) That future growth and development of the Town App be supported by Mr Philip Jackson.
 - e) That all Forward Plan actions be noted and agreed.

209/15 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 27th October 2015 at 2.00 pm.**

210/15 MATTERS TO CONSIDERED IN PRIVATE SESSION

- RESOLVED** That, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on the grounds of the confidential nature of the business about to be transacted which involves the likely disclosure of exempt information. The public and press to withdraw from the meeting during consideration of detailed discussion regarding:

210i/15 STAFFING – SCALE REVIEW

- RESOLVED** That the Community Development Manager receive an increment rise to LC2 Point 28, with effect from 1st September 2015.

The meeting closed at 4.00 pm

Signed.....

Chairman
27th October 2015