

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

Minutes of the Policy and Resources Committee held on 18<sup>th</sup> July 2017, 1pm  
West Lodge, 5 St George's Road, St. Anne's on the Sea, Lancashire FY8 2AE.

Present: Councillors V Settle - Chairman  
T Ford  
A Jacques  
C Little  
E Nash  
V Willder (part meeting)

Officers S Taylor Town Clerk  
J Nightingale Responsible Finance Officer (part meeting)

### 170/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Carol Lanyon.

### 171/17 MINUTES OF PREVIOUS MEETING

**RESOLVED** That the minutes of the meeting held on 30<sup>th</sup> May 2017 be approved,

### 172/17 SAINT ANNES ON THE SEA NEIGHBOURHOOD DEVELOPMENT PLAN

The Town Clerk advised that a legal challenge requesting a judicial review of the Neighbourhood Plan had been submitted to Fylde Council from Oyston Estates Ltd. The grounds for the legal challenge were;

*That Fylde Council failed to act lawfully in refusing to accept the independent examine's recommendation to amend the settlement boundary; and  
That Fylde Council acted in an unreasonable manner regarding the appropriate assessment and making the Plan without modification."*

Fylde Council were defending the challenge, the Council would be updated when more information was available.

The first meeting of the Neighbourhood Plan Committee was scheduled to take place on Monday 7<sup>th</sup> August, 1.30 pm at West Lodge. It was agreed to produce a brief set of terms of reference for the first meeting.

- Which Committee should discuss, monitor and ensure delivery of the projects, including the terms of reference for that Committee
- What other areas of support can be accessed for advice on how to deliver the plan
- What training could be provided to ensure that all the Council understand which Plan policies should be used and the reasons why

**RESOLVED** That all actions to ensure delivery of the Neighbourhood Plan be supported and agreed.

### 173/17 TOWN COUNCIL MAYORAL SUCCESSION – GUIDANCE DOCUMENT

The Committee discussed the guidance document and agreed that because of the Internal Auditor's recommendation, this document should replace the existing Town Council Mayor Succession Policy. It was also agreed to remove the length of service column from the third page of the documentation.

- RESOLVED**      a) That the Town Council Mayoral Succession – Guidance Document be approved.  
                         b) That the Guidance Document be adopted by the Council and replace the existing Town Council Mayoral Succession Policy.

**174/17      ST ANNE'S ENTERPRISE PARTNERSHIP**

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

- That due to the influence of STEP, smaller initiatives were now being developed
- The Food Festival was being held on Sunday 13<sup>th</sup> August 2017, with a Gin Festival being held on Saturday 12<sup>th</sup> August run by Michelle Cuffe

The Committee requested that a draft project plan be produced for the STEP to be made into a Business Improvement District.

It was formally requested by Members that the STEP meetings did not clash with meetings held at Fylde Council.

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

**175/17      QUARTERLY BUDGET REPORT – 1<sup>st</sup> QUARTER**

- RESOLVED**      That the Town Council (From 1<sup>st</sup> April – 30<sup>th</sup> June 2017, first quarter) Budget Report be accepted and agreed.

**176/17      UPDATED FORWARD PLAN 2017-18**

The Forward Plan was discussed, detailed as follows;

8.1 - Staffing Review

The Town Clerk advised that the requested staffing review was scheduled to take place in August 2017, undertaken by Mr I Cropper.

7.1 - Town Council Strategy Day

The meeting agreed that the Town Council Strategy Day, for Councillors and the Town Clerk, be arranged to be held in September 2017.

4.1 - Open Space Asset Transfer

Councillor Nash advised that he would be raising the open space transfer to the Town Council with Fylde Council, in the near future.

5.1 - Town Council Website

Councillor Nash reported that he could contact Webgineering on the Town Council's behalf, to request ownership transfer of the website. The Town Clerk requested that this be held in abeyance until later in the year, due to the amount of work involved in the transfer and the requirement for new servers be purchased and installed.

5.2 - Newsletter

The Town Clerk was requested to provide the deadline for copy and distribution dates for the next 12 months of the Town Council Newsletter.

- RESOLVED**      That all actions detailed within the Forward Plan for 2017/18 be supported, approved and agreed.

**177/17 PROPOSED CLOSURE OF ST. ANNE'S POLICE STATION COUNTER**

The Committee discussed the proposed closure of St. Anne's Police Station and requested that the Town Clerk write to the Lancashire Constabulary regarding the lack of policing within St. Anne's. It was also requested that the Lancashire Police and Crime Commissioner reassess their policing priorities to ensure that St. Anne's community policing is returned to levels previously expected, enjoyed and experienced by its residents.

The Town Clerk was requested to write to Mr Summer suggesting that he may wish to produce a petition against the proposed closure.

- RESOLVED**
- a) That the Town Clerk write to Lancashire Constabulary regarding the lack of policing within St. Anne's and that the Police and Crime Commissioner reassess their policing priorities for the town.
  - b) That the Town Clerk write to Mr A Sumner in response to his request regarding policing, raised at the Council meeting of 11<sup>th</sup> July 2017.
  - c) That the potential for the Town Council to use St. Anne's Police Station as offices be raised as an agenda item at a future Council meeting.

**178/17 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 31<sup>st</sup> October, at 1pm.**

**179/17 MATTERS TO BE 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:

**180/17 FUTURE EVENTS**

- RESOLVED**
- a) That the proposal for a future St. Anne's Flower Festival be deferred to the Neighbourhood Plan Committee
  - b) That future events and how they are delivered be discussed at the Town Council Strategy Day.

*The meeting closed at 2.47 pm*

Signed.....

Chairman

31<sup>st</sup> October 2017