

St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 19th January 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
C Lanyon
C Little
V Settle – *ex officio*
V Willder

Officers S Taylor Town Clerk

008/16 APOLOGIES FOR ABSENCE

Apologies were received from Councillor A Jacques.

009/16 MINUTES OF PREVIOUS MEETING

RESOLVED That the minutes of the meeting held on 27th October 2015 be approved.

010/16 TOWN COUNCIL BUDGET 2016/17

It was reported that the Council Chairman and three Committee Chairmen had met and agreed a draft Town Council budget. The Town Clerk was requested to make amendments budget including provision of a Town Council Lengthsman and using £12,000 of Council reserves to reduce the increase in the Precept.

The Committee agreed the Precept for 2016/17 of £175193, a rise of £1.80 to a Band D Council Taxpayer, meaning that they would now pay £18.15 per year. This was an 11% increase; the amount being reduced by using £12,000 of reserves.

RESOLVED

- a) That the Town Council budget of £205089 for 2016/17 be approved.
- b) To levy a precept of £175193 (One Hundred and Seventy Five Thousand, One Hundred and Ninety Three Pounds) for the Financial Year 2016 – 2017. (*This excludes the Local Council Tax Support Grant of £17,896*).
- c) To allocate £12,000 out of general reserves into the 2016/17 budget.
- d) That the Town Clerk produce a press release for the Precept agreed by the Council Chairman and the Committee Chairman.
- e) That the press release be distributed to the press and all social media.

011/16 TOWN CLERK BUDGET AUTHORITY

RESOLVED To delegate the spending of items contained within the Town Council budget for 2016/17, to the Town Clerk.

012/16 ST ANNE'S ENTERPRISE PARTNERSHIP

Councillor Nash gave an overview of the progress of the STEP, that included;

- The outcome of the workshops, which included numerous suggestions including evening economy, late night Thursday shopping and events and festivals
- That an aspiration for the partnership was to establish a BID
- Better signage
- That the satellite shopping areas should not be forgotten

It was noted that both Darrel and Sarah had worked extremely hard supporting these workshops; Darrel had completed an outstanding piece of work collating all the details into a report.

The next meeting of the board was proposed for 27th January 2016.

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

013/16 QUARTERLY TOWN COUNCIL BUDGETARY REPORT

The Committee discussed the quarterly budget report up to December 2015. It was noted that there had been budget savings in specific areas.

RESOLVED To approve the report of income and expenditure report up to 31st December 2015.

014/16 ST. ANNE'S NEIGHBOURHOOD DEVELOPMENT PLAN

The Town Clerk gave a summary of progress of the Neighbourhood Development Plan, as follows;

- The final version of the Neighbourhood Plan had been distributed to all Town Councillors
- The Plan would be formally submitted to Fylde Council on 25th January 2016
- All supporting documents would be submitted to Fylde Council on 25th January 2016, including the Design Guide and the Companion Design Guide.

Councillor Tony Ford expressed the frustration of the Neighbourhood Plan Steering Group at the many 'hoops' the Town Council had to go through to deliver the Plan. The process had been very complicated, time consuming, with far more work required than ever envisaged.

RESOLVED a) To approve the final version of the St. Anne's Neighbourhood Development Plan, to be submitted to Fylde Council on 25th January 2016.
b) That all actions connected to the Neighbourhood Plan be supported and approved.

015/16 MUSIC AND ARTS FESTIVAL

The Committee discussed the viability of this event, confirming that the funding from the Town Council Support Fund of £1500 would be paid to the Music and Arts Festival for 2016, subject to the following conditions;

- It be clearly stated on all promotional material that the Town Council funded this event
- That the programme of events be forwarded to the Town Council as soon as available
- That funding of this event for 2017 was subject to review

The Town Clerk was requested to formally write to the Music and Arts Festival Committee detailing the above. The Town Clerk confirmed that after an audit of the Music and Arts Festivals accounts, the funding from the Town Council of £1500 had been spent in full.

The Committee requested that the Queen's 90th Birthday celebration event be discussed at the next Leisure and Community Committee meeting.

RESOLVED a) That the Town Council agree in principle to the increased level of officer support for the Kite Festival 2016.
b) That the Town Clerk formally writes to the Music and Arts Festival Committee detailing conditions of the Town Council funding of the event for 2016 and the future review.
c) That the Policy and Resources Committee review the Music and Arts Festival and its outcomes at the meeting of the 25th October 2016.

016/16 OPEN SPACE ASSET TRANSFER

The Committee Chairman advised the report on the Open Asset Transfer, was to be discussed by the Fylde Council Leader and the Chairman of the Finance Committee.

RESOLVED That the action on the Open Asset Transfer be noted and agreed.

017/16 UPDATED FORWARD PLAN 2015/16

The Committee noted that the Forward Plan was being amended to include the outcomes of the Town Planning Day facilitated by Phillip Training.

RESOLVED a) That an updated Forward Plan for 2016/17, be brought to the next Policy and Resources Committee meeting.
b) That provision of a ceremonial chain for the Town Mayor's Consort, be discussed at a future meeting.

018/16 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 15th March 2016 at 2.00 pm.**

019/16 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:

019i16 STAFFING

RESOLVED a) That the Town Clerk's salary be increased to the LC3 band (NALC/SLCC) point 39-41 from 1st April 2016.
b) That from the 1st April 2016, the Town Clerk be paid point 40 on the LC3 scale.

The meeting closed at 3.13pm

Signed.....

Chairman
15th March 2016