

St. Anne's on the Sea Town Council

Minutes of the Annual Parish Council Meeting of the Town Council held on
20th May 2014 at 7pm
Parish Rooms, Oxford Road, St. Anne's on the Sea FY8 2EA

Present:	Councillors	V Willder C Akeroyd T Ford G Goodman K Henshaw A Jacques C Lanyon B Mackenzie E Nash D Prestwich V Settle	Chairman
	Officers	S Taylor S Dunn H Kennedy	Town Clerk Community Development Manager Promotion and Event Officer
	Members of the Public		55

144/14 ELECTION OF TOWN MAYOR

Councillor E Nash was proposed and seconded as Town Mayor for the Municipal Year 2014–2015.

RESOLVED That Councillor E Nash be appointed as Town Mayor for the ensuing Municipal Year.

Councillor Willder then vacated the Chair in favour of Councillor Nash and passed over the Chain of Office.

145/14 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor E Nash thereupon signed and accepted the Statutory Declaration of Acceptance of Office which was witnessed by the Town Clerk.

146/14 ELECTION OF DEPUTY MAYOR

The Council was asked to consider appointing a Deputy Mayor elect for the Municipal Year 2014/15.

The Council proposed two Members for the position of Deputy Mayor, Councillor Goodman and Councillor Settle. A paper ballot was undertaken during the meeting, with Councillor Goodman being declared the Deputy Mayor for the Municipal Year 2014-15.

RESOLVED That Councillor Goodman be appointed Deputy Mayor for the 2014-2015 Municipal Year.

147/14 APOLOGIES FOR ABSENCE

There were no apologies for absence received.

148/14 DECLARATIONS OF INTEREST

Councillor Nash Councillor Nash declared a personal interest in agenda item 16 - Funding for the Armed Forces Day.

149/14 TOWN MAYOR'S ANNOUNCEMENTS – INFORMATION ONLY

The newly elected Town Mayor, Councillor Nash expressed his appreciation of the 'tireless' work and much enthusiasm of the outgoing Town Mayor and said that he looked forward to his own year as Mayor.

The outgoing Town Mayor, Councillor Willder said that it had been a pleasure to attend the many events on behalf on the Council. She gave thanks to everyone involved in these events and thanked everyone for their support during her year in office.

Councillor Settle on behalf of the Council thanked Councillor Willder for the high number of civic events that she attended as Town Mayor. Councillor Settle also thanked Councillor Willder for the excellent work she had undertaken within her mayoral year and the 110% enthusiasm she put into this role.

Councillor Nash welcomed everyone to the meeting. He advised that his nominated Charity for his Mayoral year was Veterans for the Fylde. He intended to support the excellent work they undertook for Veterans.

150/14 MINUTES OF THE PREVIOUS COUNCIL MEETING

RESOLVED That the minutes of the Council Meeting of the Council held on the 8th April 2014 be approved as a correct record and signed accordingly.

151/14 COMMITTEE MINUTES

Planning and Environment Committee 10th April 2014

RESOLVED That the minutes of the above Committee be noted.

152/14 NEIGHBOURHOOD PLAN

The Town Clerk updated the meeting of the progress of the Neighbourhood Plan as follows:

The Neighbourhood Plan is well under way and the first stage consultation process began on 14th April 2014 for six weeks and ends on 28th May 2014.

Consultation Events

There have been four open to the public consultation events held across the town. These are:

1. Friday 25th April 2014 - at the covered dome in the square from 2.30 to 4.30 pm – reasonable response in spite of the rain
2. Friday 2nd May 2014 - Parish Rooms from 2 to 6 pm – not many people attended, however several questionnaires were collected from people working/visiting this venue
3. Friday 9th May 2014 – Morrison's foyer from 4pm to 6pm – best event to date, interviewed many people and obtained completed questionnaires. Sally and Sarah delivered over 170 leaflets to the Westgate area prior to the event. It appeared to have worked because several people brought in these leaflets and knew we would be at Morrison's. These residents are now aware that they live in St. Anne's not Blackpool.
4. Friday 16th May 2014 – St Annes Library Foyer from 2-3pm – not many people wanted to be involved, despite Sarah, Heather and Sally's efforts. However the Neighbourhood Plan static display in the Library had to be re-stocked because all of the leaflets were taken by the public.

The Town Clerk thanked Councillor Tony Ford and Councillor Viv Willder for attending the consultation events that have been held.

An additional two events to be held on:

- Thursday 22nd May 2014, Memorial Hall, St Albans Road from 2pm to 6pm, supported by Town Council staff
- Saturday 24th May from 11 am to 2pm in the covered dome in the square, supported by Town Councillors

Questionnaire

The neighbourhood plan questionnaire went live on 14th April 2014 via Surveygizmo, so 228 responses have been received. This software collates the data as people complete the questionnaire. Alan Oldfield CEO of Fylde Borough Council kindly agreed to circulate the questionnaire link to all his staff. Hard copy questionnaires were available at the Town Council offices and at all the consultation events.

Webpage

The Neighbourhood Plan is on the home page on the Town Council website, including the electronic link. There is also a separate designated Neighbour Plan page, which includes the work and project documents completed to date. This evidence is growing continuously.

Newsletter

The new style Town Council newsletter was distributed from 4th – 11th April which included a two centre page spread on the Neighbourhood Plan. There was a very positive response to the newsletter and the new delivery firm had achieved far better delivery distribution.

Miscellaneous

LSA High School has agreed to undertake a photography competition as part of the Neighbourhood Plan consultation process. Sally and Sarah attended the Chamber of Trade on 8th May 2014 and gave a presentation on the Neighbourhood Plan, which was very well received.

Press

In the last two weeks, the Neighbourhood Plan has received two large prominent articles on the Neighbourhood Plan in the Lytham St Annes Express. Tony Durkin has been very supportive and given free publicity.

Promotion

To help promote the Neighbourhood Plan, a supply of customised Neighbourhood Plan fluffy bugs and pens has been produced. The bugs were the most popular.

Theme Groups

There are three theme groups that have been held:

Housing

Meeting date

Chairman Willder Chairman, Councillor Henshaw

Friday 9th May 9.30am, attended by 11 people, including representatives from the Private Rented Sector and the Social Housing Sector.

Transport and Movement

Meeting date

Chairman Ford Chairman, Councillor Jacques

Tuesday 13th May 2014 at 9.30am, attended by 13 people, including representatives from the Bus Industry, Rail User Groups and officers from Lancashire County Council, Fylde Borough Council and Blackpool Council.

Economy

Meeting date

Chairman Councillor Nash, Councillor Ford

Tuesday 13th May 2014 2pm, attended by 13 people, including representatives from Blackpool Airport, Chamber of Trade, local businesses including local accountants and hoteliers and Fylde Borough Council officers

To be held

Design and Heritage	Chairman Councillor Lanyon; confirmed attendance of 9 including Councillor Mackenzie
Meeting date	Wednesday 21st May at 9.30am
Community & Health	Chairman Councillor Little; confirmed attendance of 12 including Councillors Goodman and Prestwich
Meeting date	Wednesday 21st May at pm
Environment	Chairman Councillor Settle; confirmed attendance of 7 including Councillor Akeroyd
Meeting date	Friday 23 May at 9.30am

Summary

The Town Clerk thanked Sarah and Heather for all the additional work they had undertaken as part of producing the Neighbourhood Plan. Envision had met with Fylde Borough Council Officers to go through the summary findings. Draft options had been produced, mirroring the consultation to date. Initial analysis of the consultation so far detailed the three main issues in order of preference:

1. Employment - need
2. Open Spaces including Parks – provision
3. Afford Housing - need

Envision and Town Council were working on the emerging Neighbourhood Profile document, which would be supported by the evidence base.

After the end of the 1st stage consultation process, the next stage was to produce the policies.

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

153/14 PUBLIC PARTICIPATION

Members of the public raised the following items:

- The success of the Triathlon event held on Sunday 18th May 2014
- People must report crime to ensure that it was not underreported
- There was no service of the number 14 bus service operated by Blackpool Transport after 6.30pm
- That the Town Council give consideration to a dedicated Art Centre within St. Anne's
- The South Fylde Railway Line did not meet the requirements of Fylde residents
- The franchise for the South Fylde Railway Line was up for renewal in 2016
- That St. Anne's Youth Council were represented at Town Council meetings and be a voice for the young people of the town
- There should be an increased train services to and from Blackpool Pleasure Beach (from Preston) in the summer months
- The work and time that Councillor Willder had undertaken during her Mayoral year had been fantastic

The meeting then re-convened.

154/14 ACCOUNTS

**RESOLVED That the schedule of accounts for payment in the sums of £678.49 for 2013/14 be approved.
That the schedule of accounts for payment in the sums of £13683.75 for 2014/15 be approved.**

155/14 APPOINTMENTS TO STANDING COMMITTEES AND WORKING PARTIES/GROUPS

The Town Clerk informed the meeting of the amendments to the proposed Committee membership. was agreed that Councillor Goodman be added to Internal Scrutiny

Policy and Resources Committee

Membership Councillors Settle (Chairman), Ford, Lanyon, Little, Settle, Willder and Town Mayor (ex-officio)

Planning and Environment Committee

Membership Councillors Ford (Chairman), Akeroyd, Goodman, Henshaw, Jacques, Lanyon, Mackenzie, and Town Mayor (ex-officio)

Leisure and Community Committee

Membership Councillors Little (Chairman), Akeroyd, Henshaw, Mackenzie, Prestwich, Settle, Willder and Town Mayor (ex-officio)

Grants Working Party

Membership Councillors Goodman, Henshaw, Little, Mackenzie and Willder.

Christmas Event Working Group

Membership Councillors Akeroyd, Henshaw and Little

Internal Scrutiny

Membership Councillors Goodman, Henshaw and Little.

Public Offices Working Party

Membership Councillors Akeroyd, Ford, Lanyon, Mackenzie, Nash, Settle

Public Rights of Way Working Party

Membership Councillors Settle (Chairman), Ford, Lanyon and Jacques
The Public Rights of Way Working Party was formally a Sub-Committee

RESOLVED That membership of Standing Committees and Working Parties/Groups be approved.

156/14 APPOINTMENTS TO OUTSIDE ORGANISATIONS

Organisation

Blackpool Airport Consultative Committee
Citizen's Advice Bureau
LALC Fylde Area Committee
District Parish Liaison Committee
Community Rail Partnership
Shepherd Road Allotment Society
St Annes in Bloom
St Annes Kite Festival
St Annes Youth Council

Current Representation

Councillor Henshaw
Councillor Henshaw
Councillors Akeroyd and Mackenzie
Councillors Lanyon and Settle
Councillor Ford
Councillor Ford (Councillor Lanyon substitute)
Councillor Ford
Councillor Settle
Councillors Ford, Goodman, Lanyon, Little

RESOLVED That membership of Standing Committees and Working Parties/Groups be approved.

That the Blackpool Airport Consultative Committee which had been omitted from this the list of Appointments to Outside Bodies, be included.

157/14 ANNUAL REPORT

The Town Clerk informed the meeting that the Annual Report had been discussed at the Annual Parish Meeting on the 8th April 2014.

The Town Mayor gave a presentation on the Annual Report and advised that it was something to be proud of due to the amount of work the Town Council had undertaken and the successes that had been achieved. He highlighted the following items:

- The Town Council had delivered the Music and Arts Festival in September 2013, organised the Christmas Light Switch On, the Easter Event and the Mayors Carol Service. The Council had given financial support to St. Anne's Carnival and St. Anne's Kite Festival.
- A blue plaque was unveiled at the Parish Rooms on Wednesday 5 June 2013 which commemorated the historic importance of the building. A successful partnership between the Town Council, Civic Society and the Parish Church ensured the plaque was erected.
- The Town Crier, Colin Ballard had worked very hard supporting and promoting the town of St. Annes in the last 12 months. He had attended over 70 events in the town as Town Crier and has now become a well known figure in the local community.
- As part of the Street Representatives Project, there are now 10 volunteers who regularly keep an eye on an area within their neighbourhood. This is a working partnership with Fylde Borough Council who train the street representatives, whilst the Town Council supervise and support them.
- Blundell Road allotments have won the outstanding neighbourhood award from North West in Bloom being selected as best of the best and grow your own award in 2012. The site was highly commented in the Lancashire Green Awards Recycling category. In 2013 the allotments were the outright winners of the recycling award.
- In 2013 two flag poles were installed on Clifton Drive and The Crescent. The town flag was unfurled at a ceremony before the Carnival on Saturday 6 July, attended by Mark Menzies MP and other dignitaries.
- Public Rights of Way - In 2013 the Town Council took over the maintenance of the public rights of way network within the parish. As the first project, the Council with the support of volunteers cleared the footpath that runs parallel to Wildings Lane. This required some very hard work, with the 500 metre path now being clear for the use of walkers and horse riders.

RESOLVED To note the Annual Report to 31st March 2014.

158/14 FUNDING FOR ARMED FORCES DAY

Councillor Nash advised that a Armed Forces Day was being held at Ashton Gardens on Sunday 29th June 2014. The Town Council was asked to support this event by way of a £450 grant towards the costs of the day.

RESOLVED That a sum of £450 be made from the grants budget for Armed Forces Day on 29th June 2014.

159/14 MEMBERS REPORTS

Councillor Jacques informed the meeting that volunteers were required to support St. Anne's Carnival on 12-13th July 2014. This event was held to raise funds for charity and did not make a profit. It was noted that this event was not organised and run by any Council, but by the Carnival Committee and many volunteers with people giving their time freely. She thanked Fylde Borough Council for allowing Ashton Gardens to be used as part of the Carnival event.

Councillor Ford reported the following to the Council:

- The 30th Anniversary of Town Twinning between St. Anne's and Werne, with 40 representatives from Werne visiting the town on the Friday prior to St. Anne's Carnival
- Blundell Road Allotments were being entered in the Neighbourhood Award as part of North West In Bloom
- St. Anne's in Bloom members had last autumn planted up the grass verges on Queensway with daffodil bulbs. They were now looking for volunteers to help plant more bulbs up to the boundary with Blackpool in late October, early November this year.

Councillor Lanyon stated how proud she and Councillor Ford were of the two Youth Council representatives who accompanied them to the recent Fylde Borough Council Mayor Making Ceremony at Lowther Pavilion. They were both excellent ambassadors for the St. Anne's Youth Council. She noted their presence at the meeting and offered them their congratulations.

Councillor Lanyon added that they appreciated being included in this prestigious event and thoroughly enjoyed the occasion. She formally thanked Councillors Kevin Eastham and Karen Henshaw and wished them both every success in their respective terms of Office.

Councillor Mackenzie reported the Lytham St. Annes Festival – Music and Arts was being held from the 19th July until 27th July 2014.

The Mayor thanked all Town Council staff for their hard work for putting on the Easter Competition held on Monday 21st April 2014 in Ashton Gardens. This event had been a great success, with over 60 children and their families participating in the Easter Egg Hunt Competition. He requested that as part of the 100th First World War Centenary, everyone plant as many Flanders Poppy variety poppies in their gardens and hanging baskets. Free poppy seed could be obtained from Dobbies Garden Centre in Blackpool Road, Clifton.

160/14 DATE AND TIME OF NEXT MEETING

It was noted that the next Council Meeting would be held at **Parish Rooms, Oxford Road, St. Anne's on the Sea FY8 2EA on Tuesday 15th July 2014 at 7.00 pm.**

The meeting finished at 8.10 pm.

Signed.....

Chairman
15th July 2014

8th May 2014 (2013-2014)

St Annes on The Sea Town Council
PAYMENTS LIST - VOUCHERS 377-387 2013/2014

<u>Voucher</u>	<u>Cheque No</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>	
377	1349	63	S Taylor refund	Dog Dispenser modification	16.67
378	1349	155	S Taylor refund	Survey gizmo neighbourhood plan	46.00
379	1349	32	S Taylor refund	Office Supplies	2.91
380	1349	158	S Taylor refund	Easter bags	21.09
381	1349	35	S Taylor refund	Stamps	110.00
382	1349	12	S Taylor	Travelling Expenses	13.60
383	1350	156	J Russell	Lodge Cleaning	88.00
384	1351	154	SB Waste Management	Shepherd Road - waste removal	316.66
385	D/debit	138	United Utilities	Water Charges - Blundell Rd Allotments	18.56
386	1352	14	James Knowles & Co	HR Fees Months 4-6	40.00
387	1353	35	S Taylor refund	Postage	5.00
				Total	£678.49

Signed.....

Chairman
15th July 2014

8th May 2014 (2014-15)

**St Annes on The Sea Town Council
PAYMENTS LIST VOUCHERS 1 - 42 (2014-2015)**

<u>Voucher</u>	<u>Cheque No</u>	<u>Code</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>
1	1354	155	St Annes Pensioners Association	Neighbourhood Plan Consultation venue booking	10.00
2	1355	53	Scribe 2000 Ltd	Software licence	245.00
3	1356	37	Konica Minolta Ltd	Printer costs	34.54
4	D/Debit	34	British Telecom	Internet Line	92.91
5	D/Debit	34	O2	Telephone Rental and Calls	36.17
6	D/Debit	10	Lancashire County Council	Superannuation	29.26
7	1358	37	Konica Minolta Ltd	Printer Rental	128.40
8	1357	131	Gosvenor Print & Design	Newsletter Printing	1,100.00
9	D/Debit	151	United Utilities	Water Charges - Shepherd Rd Allotments	15.89
10	D/Debit	138	United Utilities	Water Charges - Blundell Rd Allotments	17.11
11	1359	40	St Annes Parish Church	Hall Hire	22.75
12	1360	12	H Kennedy	Travelling Expenses	4.55
13	1361	36	Discount Ink Cartridges Fylde	Printer Paper	23.33
14	1362	131	City Distributors Limited	Newsletter Delivery	409.50
15-18	1363-66	10	Salaries	Salaries	4,645.22
19	1367	158	H Kennedy refund	Easter Supplies	1.50
20	1368	155	Total Merchandise Ltd	Neighbourhood Plan promotion	522.50
21	1369	138	Flying Colours Flagmakers Ltd	Flag Pole Maintenance	250.00
22	1370	131	Vivid	Newsletter Typesetting	150.00
23	1371	155	Fylde Borough Council	Shepherd Rd Annual P/Control Contract	500.00
24	1372	156	J Russell	Lodge Cleaning	88.00
25	D/Debit	10	Lancashire County Council	Superannuation - April	1,144.83
26	1373	36	P Jackson refund	Stationery	12.91
27	1374	10	HM Revenue	PAYE	1,501.72
28	1375	152	Jewson Ltd	Gravel/Shingle (washed) PROW	252.10
29	1376	152	Shepherd Road Allotment Society	Allotment Course	150.00
30	1377	10	James Knowles & Co	HR	70.00
31	1379	36	S Taylor refund	Stationery	9.98
32	1379	40	S Taylor refund	Supplies	1.00
33	1379	158	S Taylor refund	Easter Egg Hunt	53.95
34	1379	158	S Taylor refund	Easter Egg Event	21.67
35	1379	34	S Taylor refund	Telephone adapter	16.66
36	1379	155	S Taylor refund	Survey gizmo neighbourhood plan	46.00
37	1379	12	S Taylor	Travelling Expenses	32.36
38	D/Debit	34	O2	Telephone Rental and Calls	35.96
39	1380	119	HALSA	Guaranteed Grant	500.00
40	Canx	n/a	Canx	Voucher cancelled	n/a
41	1381	119	St Annes in Bloom	Guaranteed Grant	1,500.00
42	1382	150	L Underwood	Allotment Transfer refund	7.98
Total					£13,683.75

Signed.....

Chairman
15th July 2014