

St. Anne's on the Sea Town Council

Minutes of the Annual Council Meeting of the Town Council held
on 20th September 2016 at 7pm
at St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, FY8 2AA

| | | | |
|----------|-----------------------|--|---|
| Present: | Councillors | C Little T Ford K Henshaw A Jacques C Lanyon E Nash G Neale V Settle V Willder | Chairman |
| | Officers | S Taylor S Dunn | Town Clerk Community Development Manager |
| | Members of the Public | 7 | |

Prior to the start of the meeting Queen Elizabeth 90th Birthday medals were presented by the Town Mayor – Councillor Cheryl Little to:

- Digby Moulden – for all his work to support the RNLI
- Mark Daniels – for all his support for promoting and delivering events in St. Anne's
- Bev Sykes – for her outstanding contribution in developing the 'Just Good Friends' group
- Veli Kirk – for his many achievements as deputy chairman of STEP
- Colin Ballard – for his ongoing work to support St. Anne's in his role as Town Crier

A cheque for £250 was also presented to Digby Moulden of the RNLI; this being funds raised by the Town Council for the support of the RNLI St Annes.

214/16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Akeroyd and Councillor Meadowcroft.

215/16 TOWN MAYOR'S ANNOUNCEMENTS – INFORMATION ONLY

The Mayor welcomed everyone to the Council meeting.

The Chairman reported that she had attended the following events;

- Inauguration Cerement and Mayors Reception – 24th May 2016
- Awards Day Lancashire Authors Association – 4th June 2016
- Official function hosted by the Lord and Lady of the Manor of Lytham – 11th June 2016
- Town Council Concert at the Lifeboat Station (To raise funds for RNLI) – 11th June 2016
- AKS Summer Fair and Car Fest – 12th June 2016
- FOSAP Community Open Day – 18th June 2016
- Armed Forces Day, Ashton Gardens – 26th June 2016
- AKS Prize Giving Presentation – 6th July 2016
- St. Anne's Carnival – 9th July 2016
- Town Mayor's Ball – 23rd July 2016
- St. Anne's Kite on Sea Festival Formal Reception – 29th July 2016
- St. Anne's Kite on Sea Festival – 30th July 2016
- Opening of Shepherd Road Allotments Open Day – 30th July 2016
- Town Council Community Grant presentation to Friends of St Annes Stations – 3rd August 2016
- Ashton Gardens Bowling Club celebration and presentation – 6th August 2016

- Town Council Community Grant presentations to St Annes Community Choir and Hope Street Youth Base – 24th August 2016
- In Bloom Prize Winners Tea at Alice Tea Rooms – 14th September 2016
- Queen 90th Birthday medal presentation prior to Extraordinary Council meeting – 14th September 2016
- RAF Battle of Britain Service, St Thomas's Church – 18th September 2016

The Mayor advised that she was holding a Peter Kay Tribute Act event on 15th October 2016, all proceeds raised were to support the RNLI. It was reported that she had also received £110 in donations to RNLI from three individuals

It was reported to the Council that on Monday 17th October 2016, at 2pm there would be an unveiling Ceremony of a blue plaque at St. Anne's Railway Station. This was to commemorate Sir Nigel Gresley who designed the A1 pacific, Flying Scotsman, which was the first steam locomotive to officially record over 100 mph in passenger service locomotive. He had married Miss Ethel Frances Fullagar who lived in St. Anne's, on 17th October 1901 at St. Anne's Parish Church.

216/16 MINUTES OF THE PREVIOUS COUNCIL MEETING

RESOLVED **That the minutes of the Council Meeting held on 24th May 2016, be approved as a correct record and signed accordingly.**

217/16 COMMITTEE MINUTES

| | |
|---|-------------------|
| Planning and Environment Committee 26 th May 2016 | Appendix B |
| Leisure and Community Committee 13 th June 2016 | Appendix C |
| Planning and Environment Committee 16 th June 2016 | Appendix D |
| Policy and Resources Committee 26 th July 2016 | Appendix E |
| Planning and Environment Committee 28 th July 2016 | Appendix F |
| Planning and Environment Committee 18 th August 2016 | Appendix G |

RESOLVED **That the minutes of the above Committees be noted.**

218/16 PUBLIC PARTICIPATION

The meeting was adjourned at this point to allow for public participation.

Members of the public raised the following items:

- The success of the many events held within St. Anne's during 2016
- The parking problems that the increase in people visiting the town created
- That Fylde Council had suggested selling the car park adjacent to the Public Offices
- The importance of signage
- Multi Storey Carpark – the issues created because only the ground floor was open for parking
- Future proposed boundary changes for parliamentary elections
- Congratulations to everyone involved in the St. Anne's Neighbourhood Development Plan

The meeting then re-convened.

219/16 ACCOUNTS

RESOLVED **That the schedule of accounts for payments in the sum of £31,113.97 be approved.**

220/16 ST. ANNE'S NEIGHBOURHOOD DEVELOPMENT PLAN

The Town Clerk reported that following the agreement at the Extraordinary meeting of the Town Council held on 14th September 2016, the Plan had now completed 'due process' through the Town Council. The

Plan had now been submitted to Fylde Council to begin the next process to Referendum. It was anticipated that the date for the Referendum would be Thursday 15th December 2016.

The Chairman of the Council thanked Councillors Ford, Lanyon and Settle and Mrs Taylor and Mrs Dunn for their very hard work to ensure the Plan was produced.

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

221/16 TOWN COUNCIL STANDING ORDERS

The Town Clerk reported that a full review had been completed on of the Council's Standing Orders, all amendments had been highlighted in yellow. It was noted that the Standing Orders were from the NALC most current model.

RESOLVED That the amended and updated Standing Orders of the Town Council be approved and adopted.

222/16 PAYMENT FOR GOODS AND SERVICES – POLICY AND PROCEDURE

The Town Clerk advised that in response to comments made by the Internal Auditor, the process for payment for goods and services had been reviewed resulting in the attached policy and procedure. The review was undertaken by the Town Clerk and the Town Council Support Officer.

It was noted that the payment process for goods and services via internet banking was proving to be faster and more robust than the payment method of raising cheques. Payment by cheque was still used by the Council.

RESOLVED That the Payment for Goods and Services – Policy and Procedure be approved and adopted by the Council.

223/16 ST. ANNE'S ENTERPRISE PARTNERSHIP

Councillor Nash updated the Council on the partnership, including the following points;

- The Food Fest event on Sunday 14th August 2016, organised by STEP was very successful, with over 3000 attending
- It was proposed to deliver a Food Fest in 2017
- Under the Maintenance and Regeneration theme group, £305,000 was being provided to improve the infrastructure on St. Andrews Road
- There was a STEP meeting open to the public on Monday 3rd October 2016, 6pm at Aztex Venue, at the Pleasure Island Complex.

It was noted that STEP had learnt a great from delivering the Food Fest, with good practice being taken forward into next year's event.

The Mayor stated that the Food Fest had been a fantastic event and thanked everyone involved. A special thanks was given to Fylde Veterans for all their hard work and support during the Food Fest main event day on Sunday 14th August 2016.

Councillor Nash advised that it was important to have larger events throughout the year within St. Anne's, but smaller events were required as well.

Councillor Ford highlighted the lack of carpark signage around the town and how this would ease congestion during large events.

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

224/16 MEMBERS REPORTS – INFORMATION ONLY

Councillor Ford reported that there the new friends group for St. Anne's Railway Stations (supported by both the Town Council and Fylde Council) had been recognised by the In Bloom judges for the groups improvements to the stations. Both Allotment Gardens (Blundell Road and Shepherd Road) had been included in the In Bloom Neighbourhood Awards, results would be announced at the end of October.

Councillor Lanyon advised that the pear tree planted at Blundell Road was now bearing fruit, then proceeded to present the Town Mayor with a sample of fruit from the tree.

Councillor Willder detailed that to celebrate 90 years of St. Anne's Rotary Club, there would be spot planting of purple and white crocus in St. Anne's Square.

Councillor Jacques reminded the Council that St Annes Carnival was being held on 8th – 9th July 2017. She added that there would be a ball at the Bedford Hotel to raise funds for the Carnival on 1st October 2016. There would also be a craft fair on the 26th November 2016 at St. Anne's Palace, proceeds of which would go to the Carnival for 2017.

Councillor Jacques said that the Fylde Mayor was holding a coffee morning on 28th September 2016 at The Town Hall, to raise funds for the Girls Guiding Association.

Councillor Nash detailed the following;

- Armistice Day at 11am – Ashton Gardens
- Remembrance Sunday at 11am Ashton Gardens, with the parade beginning at the Town Hall at 10.30 am

Councillor Nash also raised the closing of the BLESMA home in Blackpool and that SSAFA – the Armed Forces Charity were going to manage the existing properties.

Councillor Henshaw reported that the Friends of Blackpool Road North Playing Fields were in receipt of a grant to develop a health trail within the site. This would include additional benches and measure points.

Councillor Settle advised that the International Kite Festival for 2017 was being held on the 2-3rd September 2017. The date had been moved due to high tides.

Councillor Ford stated that bulb planting would take place in the three grassed areas outside of St. Anne's Railway Station and the opposite side of Queensway, ensuring that visitors would be greeted by daffodils when entering the town by daffodils, planted on both sides of the main road.

Councillor Little reported on the future consultation regarding the Public Space Protection Orders Consultation being undertaken by Fylde Council.

The Mayor reported that the Town Council was delivering the Christmas Switch on 26th November 2016 from 2.30 pm in the square; the Christmas lights would be switched on at 5.30 pm, all were welcome.

225/16 DATE AND TIME OF NEXT MEETING

It was noted that the next Council Meeting would be held on **Tuesday 15th November 2016, commencing 7pm at St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, FY8 2AA.**

The meeting finished at 7:40 pm

Signed.....

Chairman

15th November 2016

St Annes on the Sea Town Council
PAYMENTS LIST
Vouchers up to 195 in Cash Book, greater than £300.00
Report 18.05.16 - 17.09.16

| <u>Voucher</u> | <u>Chq No</u> | <u>Code</u> | <u>Name</u> | <u>Description</u> | <u>Total</u> |
|----------------|---------------|-------------|-----------------------------|---|-------------------|
| 41 | I/Banking | 162 | Love Displays Ltd | STEP - Presentation Boards | £660.00 |
| 49 | 1857 | 123 | Friends of St Annes arts | Grant - TCSG | £1,500.00 |
| 50 | 1856 | 119 | St Annes Carnival | Grant - TCSG | £1,500.00 |
| 51 | 1855 | 122 | St Annes Kite Festival | Grant - TCSG | £1,500.00 |
| 52 | 1860 | 111 | LCC | Community Rail Partnership support | £1,500.00 |
| 54 | 1861 | 90 | C Little | Mayors Allowance | £320.00 |
| 55 | 1862 | 110 | St Annes Arts | Community Grant - Art rear of Crescent | £1,000.00 |
| 56 | 1863 | 110 | Cat Rescue Blackpool & | Community Grant | £1,000.00 |
| 57 | 1864 | 110 | Supports of Ashton Gardens | Community Grant | £1,000.00 |
| 61 | I/Banking | 131 | House of Print | Newsletter - printing | £1,130.00 |
| 65 | I/Banking | 115 | Production Glassfibre | Half Barrel Planters | £932.00 |
| 91 | I/Banking | 63 | JRB Enterprise Ltd | Dog Poop Bags | £413.96 |
| 95 | I/Banking | 163 | DJ Miller Ltd | Kite Festival as Accountable Body - insurance | £319.98 |
| 97 | I/Banking | 163 | PDM Industries Ltd | Kite Festival as Accountable Body - vehicle hire | £390.00 |
| 101 | CCard | 164 | Johnston Publishing | Lengthsman Recruitment (Advertisement) | £748.00 |
| 116 | I/Banking | 155 | Keith Keeley | Neighbourhood Plan | £1,150.00 |
| 123 | I/Banking | 155 | Keith Reid Ltd | Neighbourhood Plan | £1,350.00 |
| 128 | 1873 | 163 | Poco Loco | Kite Festival as Accountable Body - entertainment | £350.00 |
| 129 | 1875 | 163 | Portable Toilet Company | Kite Festival as Accountable Body - toilets | £700.00 |
| 130 | 1876 | 110 | Friends of St Annes Station | Community Grant | £917.00 |
| 134 | I/Banking | 163 | CSP Security | Kite Festival as Accountable Body - security | £1,584.00 |
| 149 | I/Banking | 162 | CPS Limited | STEP - Food Fest | £872.45 |
| 152 | 1878 | 110 | Youth Base | Community Grant | £1,000.00 |
| 153 | 1879 | 110 | St Annes Community Choir | Community Grant | £550.00 |
| 159 | I/Banking | 162 | The Stage Company | STEP - Food Fest | £762.00 |
| 160 | I/Banking | 30 | Fylde Council | Rent | £1,625.00 |
| 175 | 1884 | 163 | St John Ambulance | Kite Festival as Accountable Body - first aid | £577.60 |
| 176 | I/Banking | 162 | On Site Kitchen Rentals | STEP - Food Fest | £2,071.00 |
| 177 | 1885 | 162 | Lancashire Marquee Hire | STEP - Food Fest | £1,356.00 |
| 178 | 1886 | 111 | JM Services (NW) Ltd | Bunting - installation and removal | £1,650.00 |
| 188 | CCard | 163 | Grand Hotel | Kite Festival as Accountable Body -Kiters rooms | £684.98 |
| Total | | | | | £31,113.97 |

Signed

Chairman

Date 15th November 2016