

St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 21st October 2014, 2pm,
West Lodge, 5 St Georges Road, St. Anne's on the Sea, Lancashire FY8 2AE.

Present:	Councillors	T Ford A Jacques C Lanyon C Little V Settle E Nash	Chairman ex-officio
	Officers	S Taylor S Dunn	Town Clerk Community Development Manager

257/14 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Willder.

258/14 DECLARATIONS OF INTEREST

There were no declarations of interest.

259/14 MINUTES OF PREVIOUS MEETING

It was noted that;

- Councillor Nash stated that the full accounts relating to his retrospective grant application for Armed Forces Day would be available from 15th November.

RESOLVED That the minutes of the meeting held on 12th August 2014 be approved.

260/14 FYLDE HIGH STREET INNOVATION FUND – BIDS SUBMITTED

Christmas Lights Infrastructure Project

The Town Clerk reported 3 supply columns had now been installed in Wood Street in readiness for the additional lights. One of these required re-siting and this may impact on the lighting in a small area of Wood Street. Next year due to the complexity of this project the Town Council will be going out to tender for this work.

Final sign off for the Town Council's ownership of the lights is still awaited. Because the electricity used by the St Anne's festive lights has to be estimated, the Town Clerk has made provision for this in the budget.

Street Display Signs

The Community Development Manager reported that there is progress on the project but due to being a public realm project, it is a lengthy process with consultation required from numerous parties which impacts on the timescales. One of the blue benches at the Wood Street end of Orchard Road had to be relocated to create space for the sign to be installed there. The signs have been ordered and currently Council Officers are waiting to see artwork. The installation will involve core drilling which would provide an extremely neat finish.

Banners

The eight lamppost banners would be taken down on 30th October 2014. The lighting columns

cannot take the additional loading factor of both banners and Christmas lighting features. It is proposed, (subject to budget discussion and agreement) to install the banners after the Christmas lighting features have been taken down.

RESOLVED That the work completed to date on all three of the Fylde High Street Innovation Fund successful bids be noted, supported and agreed.

261/14 TOWN TEAM

Councillor Nash provided the following update:

- The St Annes Online website has been launched to co-ordinate businesses in the area. It is the beta version which is available at the moment. The URL is www.stannes-online.co.uk
- 25 people attended the Chamber of Trade meeting on 9th October.
- There will be a meeting of the Town Centre Forum in mid-November.
- A refurbished red telephone box may be purchased for use as a location for tourist information; this would be a lockable facility.

The meeting discussed how Councillors could be more proactive and support satellite shopping areas located within their wards.

262/14 ANTI SOCIAL BEHAVIOUR

This agenda item has been included at the request of Bryan Ward, Community Safety Manager at Fylde Borough Council, and was discussed by the Committee Members.

It was commented that the Town Council receives no funding for prevention of anti social behaviour and whilst it is aware of problems in areas such as Ashton Gardens, it does not currently have responsibility for any of the parks and open spaces in the parish. The Town Council supports initiatives such as the PACT (Police And Communities Together) meetings and publicises them but sees no way in which a contribution could be made at this time.

**RESOLVED a) That the Town Clerk will convey the Council's views to Mr Ward.
b) That it is Councillor Settle's intention to meet with Mr Ward in the future.**

263/14 BUDGETARY REPORT

It was reported that this agenda item should read from June to September 2014.

The Committee discussed the quarterly budget report up to September 2014. It was noted that the Council had requested the Town Clerk to purchase additional items under specific budget headings.

Councillor Little left the meeting at this agenda item.

RESOLVED To approve the report of income and expenditure up to 30th September 2014.

264/14 ST. ANNE'S ON THE SEA TOWN COUNCIL – STANDING ORDERS UPDATE

The Town Clerk stated that following a NALC recommendation, the Town Council's Standing Orders should be updated as follows:

"On 6 August 2014, the 1960 Act was amended by the Openness of Local Government Bodies Regulations 2014 ("the 2014 Regulations"). The amended 1960 Act provides that a person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may:

a) film, photograph or make an audio recording of a meeting;

- b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;*
c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting."

RESOLVED To approve the legal update to standing order 1(l) and for the Town Clerk to amend the Town Council Standing Orders accordingly.

265/14 SOCIAL MEDIA POLICY

The advantages of utilising social media were discussed in relation to the Neighbourhood Plan. It was agreed that having a social media policy was essential to effectively communicate the Town Council's activities on specific matters. Some concerns were expressed about appropriate tone and possible misinterpretation of posts, however it was noted that Fylde Borough Council uses social media very effectively and it was agreed that having a Facebook page for the Neighbourhood Plan would be a good starting point.

RESOLVED That a social media policy be adopted and a Facebook page created for the Neighbourhood Plan.

266/14 TOWN COUNCIL POEM

This item was deferred from the full Council meeting held on 15th July 2014.

Councillor Settle requested that the poem written by Councillor Prestwich about the St Anne's flag be published on the Town Councils website; the Committee agreed to this request.

RESOLVED That the poem written by Councillor Prestwich regarding the town flag be featured on the Town Council website.

267/14 UPDATED FORWARD PLAN 2014/15

The following items from the Forward Plan were discussed:

2.2 Public Offices

The Town Clerk provided some estimated costings and due to the financial implications of the project, it was agreed that this item needed discussion by the Public Offices Working Party.

2.8 Multi Storey Car Park

Roller shutters are being replaced at the car park and this would mean it will be secured at night. Councillor Settle reported that he had estimated costs of £1000 for 3 mural panels. The meeting agreed that before any money was spent by the Town Council on the car park, more discussion was required to ascertain if any investment would be reciprocated by the car park owner.

5.1 St Anne's Neighbourhood Plan

Approval has been given for a Design Guide to be produced by Envision. A meeting was scheduled for 7th November with Fylde Borough Council regarding the H2 area, proposal for countryside parks and Blackpool airport.

6.1 Attendance Record

Attendance records have been maintained since 2012 for Town Councillors' attendance at meetings. It was agreed that this information should be available on the website.

**RESOLVED a) 2.2 Public Offices - That this project be referred back to the Working Party.
b) 2.8 Multi Storey Car Park - That the Town Clerk contact the car park owner to**

suggest further negotiation and ascertain their future plans.

c) **5.1 St. Anne's Neighbourhood Plan - That the Town Clerk is authorised to vire Neighbourhood Plan costs from the from the existing notice board budget.**

d) **6.1 Attendance Record - That the Community Development Manager publish the record on the website.**

268/14 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 2nd December 2014 at 2.00 pm.**

The meeting ended at 4.00 pm.

Signed.....

Chairman
2nd December 2014