

St. Anne's on the Sea Town Council

Minutes of the Annual Meeting of the Town Council held
on 22nd May 2018, 7pm

St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, Lancashire FY8 2AA.

Present: Councillors K Henshaw Chairman
T Ford
A Jacques
C Lanyon
E Nash
G Neale
V Settle
S Trudgill
V Willder

Officers S Taylor Town Clerk
S Dunn Deputy Town Clerk
J Nightingale Responsible Finance Officer
D Treece-Birch STEP Manager

Members of the Public 80+

Prior to the meeting the Chairman presented Council grant cheques to the following organisations;

- *The Arts Society – Fylde* £ 100.00
- *RNLI – St. Anne's* £ 307.20 (Included £57.20 raised by the former Youth Council)
- *Veterans for the Fylde* £1000.00
- *Twining Association* £1000.00
- *St. Anne's Carnival* £1500.00
- *St. Anne's In Bloom* £1900.00

A long service award was presented by the Mayor to the following St. Anne's business in recognition and appreciation of their support of the town:

- *Apple Bikes – 35years*

114/18 APPOINTMENT OF TOWN MAYOR/CHAIRMAN FOR 2018/19

Councillor K Henshaw was proposed and elected as Town Mayor for the Municipal Year 2018-19.

RESOLVED That Councillor K Henshaw be appointed as Town Mayor for the ensuing Municipal Year.

115/18 DECLARATION OF ACCEPTANCE OF OFFICE

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

116/18 APPOINTMENT OF DEPUTY MAYOR FOR 2018/19

Councillor T Ford was proposed and elected as Deputy Mayor for the 2018-19 Municipal Year.

RESOLVED That Councillor T Ford be appointed as Deputy Mayor for the 2018-19 Municipal Year.

117/18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Christine Akeroyd and Councillor Cheryl Little.

118/18 DECLARATIONS OF INTEREST

There were no declarations of interest reported to the Council.

119/18 TOWN MAYOR'S ANNOUNCEMENTS – INFORMATION ONLY

The Mayor informed the Council that she had enjoyed a wonderful year as Mayor of St. Anne's. She had introduced the 'Certificates of Appreciation/Long Service' to businesses within the town, which had been a highlight of her year. These certificates were well received by the recipients and would continue; businesses continued to contact the Mayor to be added to the list for consideration of an award.

The Mayor advised that the 'Peace Gathering' at AKS was also a great memory of her year, along with superb Town Festivals.

The Mayor thanked everyone for their support including Councillor Lanyon who had been a worthy Deputy Mayor. *At this point in the meeting the former Deputy Mayor was presented with a token of thanks from the Mayor.*

Councillor Henshaw passed on her appreciation to the Town Council Staff of their dedication and hard work. She made a special thank you to the Town Clerk's son, David Taylor who had volunteered his services; he had assisted on numerous projects, including the GDPR legislation interpretation and the Royal Wedding poster. *At this point in the meeting David Taylor was presented with a token of thanks from the Mayor.*

The Council were reminded by the Mayor that she had raised over £2000 for Homestart Fylde; the final cheque would be awarded to the charity once the final funds raised had been received.

The Mayor stated it was a great honour to be asked to continue for another year and she was already planning events. She added that she had nominated Councillor Ford as her Deputy; he supported numerous groups within the town, these included Allotments, St. Anne's Railway Station and the Town Trail.

The Mayor thanked everyone for coming to the meeting, including her personal guests.

120/18 MINUTES OF PREVIOUS MEETING

RESOLVED That the minutes of the meeting held on 24th April 2018 be approved and accepted as a true record of the meeting.

121/18 COMMITTEE MINUTES

Planning Committee 20th April 2018 **Appendix C**
Extraordinary Policy and Resources Committee **Appendix B**
12th April 2018

RESOLVED a) That the minutes of the above Committee meetings be noted.
b) That the decision and minute reference 066/18 b-d regarding the Food Festival 2018 is ratified.

122/18 PUBLIC PARTICIPATION TIME

The meeting was adjourned at this point for public participation.

Members of the public raised the following items:

- Residents of Ashton View explained the importance of providing a type of crossing at either St. Andrew's Road North (adjacent to Sainsburys) or St. George's Road for the continued safety of elderly people crossing either of these roads
- The success of St. Anne's In Bloom
- That more parking was required within the town
- The successful unveiling of the blue plaque on Alpha House, St. Andrew's Road South
- The concept of directing funding received from planning applications to provide better infrastructure within St. Anne's
- The naturists who recently visited St. Anne's beach

123/18 ACCOUNTS

RESOLVED That the schedule for payments in the sum of £2613.24 is ratified.

124/18 ST. ANNE'S NEIGHBOURHOOD DEVELOPMENT PLAN

The Town Clerk reported that Oyston Estates Limited had submitted a further appeal to challenge the legality of St. Anne's Neighbourhood Development Plan. The Court hearing date had yet to be received.

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

125/18 ST. ANNE'S ENTERPRISE PARTNERSHIP

Councillor Ed Nash – updated the Committee on the progress of STEP. The following points were discussed;

- That the Project Board and met on 18th April 2018 and undertaken a review of the direction of STEP
- A new Chairman (interim) was appointed, Mr E Nash – NAAFI Cafe and Ms A Ames – Higher Aims as Deputy Chairman
- Mr D Treece-Birch was appointed STEP Manager
- The next Public Meeting was at the Lindum Hotel, St. Anne's on Wednesday 6th June 2018 at 6.15pm
- The next Project Board meeting was on Wednesday 30th May 2018 at the NAAFI Café
- That the formation of a Business Improvement District become a priority for STEP

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

126/18 APPOINTMENTS TO STANDING COMMITTEES

The Council agreed to appoint the following named Members to the Town Council Standing Committees;

Policy and Resources Committee

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

Planning Committee

Membership Councillors Akeroyd, Ford, Lanyon, Jacques, Trudgill and Town Mayor (ex-officio)
To ensure that meetings are quorate, there is one reserve Member for this Committee; Councillor Willder.

Neighbourhood Plan Delivery Committee

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

RESOLVED That the Council appointments to Standing Committees is ratified.

127/18 APPOINTMENTS TO WORKING PARTIES/GROUPS

The Council agreed to appoint the following named Members to the Town Council Working Parties/Groups;

Internal Scrutiny

Councillor Jacques and Councillor Willder

Public Rights of Way Working Party

Councillor Ford, Councillor Jacques, Councillor Lanyon, Councillor Settle

St. Anne's Enterprise Partnership (STEP)

Councillor Nash

1st World War Commemoration Working Group

Councillor Little, Councillor Nash and Councillor Settle

Shared Services Working Group

Councillor Jacques, Councillor Lanyon and Councillor Henshaw

Setting Council Budget Group/Staffing

Council Chairman and the three Committee Chairman - it should be noted that all three Committee Chairmen will be elected at the first meeting of each Standing Committee.

RESOLVED That the Council appointments to Appointments to Working Parties/Groups is ratified.

128/18 APPOINTMENTS TO OUTSIDE BODIES

The Council are asked to appoint the following Councillors to the outside organisations detailed below;

Citizen's Advice Bureau - Councillor Akeroyd

LALC Fylde Area Committee - Councillor Jacques

District Parish Liaison Committee - Town Clerk

Community Rail Partnership - Councillor Ford

Shepherd Road Allotment Society – Town Clerk/Responsible Finance Officer

Blundell Road Allotment Committee – Responsible Finance Officer

St. Anne's on Sea in Bloom - Councillor Ford

St. Anne's Kite Festival - Councillor Settle

Blackpool Airport and Enterprise Zone - Councillor Ford

St. Anne's Music and Arts Festival Committee - Councillor Trudgill

RESOLVED That the Council appointments to Outside Organisations is ratified.

129/18 GENERAL DATA PROTECTION REGULATION (GDPR legislation replacing the UK Data Protection Act 1998)

The Council was updated on Data protection law by the Town Clerk, the legislation was changing from 25th May 2018. The current legislation, the Data Protection Act 1998 is to be replaced by the Data Protection Act 2018. The Town Clerk also provided an update to the Council on how the organisation was working to be fully compliant with the new legislation; full compliance was anticipated by the end of July 2018.

All Councillors were provided with 'GDPR - An Overview for Town Councillors' a detailed guidance document that had been produced by Town Council Officers to explain the legislation in plain English.

RESOLVED a) Town Clerk be appointed Data Protection Officer for St. Anne's Town Council
b) That the Town Council General Data Protection Regulation Action Plan is ratified.

130/18 SOUTH FYLDE RAILWAY NETWORK

Councillor Ford highlighted to the Council the numerous problems with the South Fylde Railway Line. These included;

- Extensive cancellations (numbering 1000's)
- Frequent delays
- Trains finishing at St. Anne's and returning to Preston (not servicing Squires Gate Station, Pleasure Beach Station or South Shore Station)
- Dangerous overcrowding in specific instances
- Antiquated rolling stock

The Council fully supported the issues raised and requested that the Town Clerk write formally to the franchise operator, Northern Rail highlighting these problems. It was also noted that the operator was breaching its operating licence.

Northern Rail blamed staff shortages and delays to line electrification work; it was pointed out that there had been sufficient notice provided to Northern Rail to train their staff and these were excuses not reasons for the poor service overall.

RESOLVED a) That the Town Clerk on behalf of the Town Council write to Northern Rail expressing the poor standard, service and high number of cancellations on the South Fylde Railway Line
b) That the Town Clerk send copies of the letter of complaint to Transport for the North, Mark Menzies – MP and the Cabinet Member for Transport on Lancashire County Council, Councillor Keith Iddon.

131/18 STATEMENT OF ACCOUNTS 2017/18

The Town Clerk presented the Statement of Accounts for 2017/18, together with the Income and Expenditure Accounts including Balance Sheet, Bank Balances and Reserves.

RESOLVED To ratify the Town Council Statement of Accounts 2017/18, including the Income and Expenditure Accounts, Balance Sheet, Bank Balances and Reserves.

132/18 INTERNAL AUDIT REPORT FOR 2017/18

The Town Clerk reported that the Internal Auditor, Mr IT Cropper had completed the Internal Audit of the Council administrative affairs, records and accounts on Friday 18th May 2018 Mr Cropper was of the opinion that, in the areas examined, the Council has effective systems of financial control in place. No major issues were identified.

RESOLVED a) That the Internal Audit Report 2017-18 of St. Anne's on the Sea Town Council be ratified.
b) That the recommendation regarding the Mayoral Succession process be deferred to the Policy and Resources Committee on 10th July 2018.

133/18 ANNUAL GOVERNANCE STATEMENT 2017/18 – SECTION ONE OF THE ANNUAL RETURN

During this agenda item the original hard copy of the Annual Governance Statement 2017/18 was seen and read by all Councillors at the meeting.

RESOLVED That the Town Council Annual Governance Statement for 2017/18 be ratified (Section One of the Annual Return).

134/18 ACCOUNTING STATEMENT 2017/18 – SECTION TWO OF THE ANNUAL RETURN

During this agenda item the original hard copy of the Accounting Statement 2017/18 was seen and read by all Councillors at the meeting.

RESOLVED That the Town Council Annual Accounting Statement for 2017/18 be ratified (Section Two of the Annual Return).

135/18 ST. ANNE'S TOWN COUNCIL ANNUAL REPORT

Town Clerk informed the meeting that the Annual Report had been discussed at the Annual Parish Meeting held on 24th April 2018.

RESOLVED That the Town Council Report to 31st March 2018 is ratified by the Council.

136/18 MEMBERS REPORTS – FOR INFORMATION ONLY

Councillor Settle advised that the International Kite Festival was being held over the weekend of 1-2nd September 2018; with the return of the hugely popular night kite flying on the evening of Friday 31st August 2018; **this was a free event.**

Councillor Trudgill reminded the meeting that the St. Anne's Music and Arts Festival on Friday 27th July – Sunday 29th July 2018 included three stages within Ashton Gardens including an acoustic stage, live music all around the town at local bars, 'St. Anne's Got Talent, a car show and craft stalls; **this was a free event.**

Councillor Jacques reported on 'St. Anne's Carnival Weekend'; the event was a full weekend of family fun and entertainment based in and around Ashton Gardens. The famous parade began at

10.30am, the crowning of the Carnival Queen at 1pm, there was a plethora of amusements and stalls including both the now famous tea tent and the 'Dog Agility' and Best Dressed Dog' Competitions. **This was a free event.**

Councillor Nash stated that the annual flag raising event at Fylde Council Town Hall, St. Anne's was being held on Thursday 21st June at 10am, in recognition of Armed Forces Day. This event was in honour of those who served in the British Armed Forces, past and present. **This was a free event.**

Councillor Ford provided information on the following four subjects;

- The highly successful St. Andrews Road South market that was being held and run by the traders within the town. The next event was being held at the beginning of June.
- The Peace and Happiness Garden Project being delivered by St. Anne's In Bloom to rejuvenate the garden.
- The Civic Group visiting from Caudry, France which was in discussions to link with the town as part of the 'Town Twinning' concept. There were 9 delegates visiting from Caudry 7-10th July 2018, they were being included in St. Anne's Carnival Weekend. As part of the official visit, the Caudry delegates were aiming to develop links with community groups, schools and sporting associations within St. Anne's; any groups who were interested in forging links with Caudry were asked to contact Councillor Ford email tonyford19@gmail.com.
- St. Anne's Library – a letter had been received from the Leader of Lancashire County Council in response to a formal letter sent by the Town Clerk requesting further information on the schedule of works and a confirmed date for the building to be re-opened. It was noted that the letter had been received on the day of the meeting – 22nd May 2018 and did not include an opening date for the Library.

A full discussion was undertaken by the Council and it was agreed that due to the amount of local concern at the current closure that this subject be a standing agenda item on future Council agendas. It was also requested that it would be discussed at a future Policy and Resources Committee meeting. *(As this item was not on the Council agenda and therefore could not be a formal resolution of the Council it was agreed that this could only be a recommendation, see below).*

RECOMMENDATION a) That St. Anne's Library be an item on future Council agendas of the Town Council.
 b) That St. Anne's Library be put on the agenda of a future Policy and Resources Committee meeting.

137/18 DATE AND TIME OF NEXT MEETING

It was noted that the next Town Council meeting would held on **Tuesday 17th July 2018 commencing at 7pm, St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, FY8 2AA.**

The meeting closed at 19.51 pm

Signed.....

Chairman

17th July 2018

St. Anne's on the Sea Town Council
PAYMENTS LIST
Vouchers 1 - 67 in Cash Book, greater than £300.00

Report 01.04.18 - 11.05.18

<u>Voucher</u>	<u>Chq No</u>	<u>Code</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>
5	CCard	155	Lancashire County Council	Neighbourhood Plan - additions to gateway signs	£713.43
14	IBanking	131	City Distributors Ltd	Newsletter Delivery	£504.81
47	IBanking	131	House of Print	Newsletter Printing	£1,395.00
				Total	£2,613.24

Signed.....

Chairman

Date 17th July 2018