

St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 26th July 2016, 2pm
West Lodge, 5 St George's Road, St. Anne's on the Sea, Lancashire FY8 2AE.

Present: Councillors V Settle - Chairman
 T Ford
 A Jacques
 C Lanyon
 E Nash
 V Willder

 Officers S Taylor Town Clerk

173/16 **ELECTION OF CHAIRMAN**

Councillor Settle was elected Chairman of the Policy and Resources Committee for 2016-2017 Municipal Year.

It was agreed that Councillor Nash would be Deputy Chairman of the Policy and Resources Committee for 2016-2017 Municipal Year.

RESOLVED a) That Councillor V settle be elected as Chairman of the Policy and Resources Committee for 2016-2017 Municipal Year.
 b) That Councillor E Nash be elected as Vice Chairman of the Policy and Resources Committee for 2016-2017 Municipal Year.

174/16 **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

175/16 **DECLARATIONS OF INTEREST**

Councillor Ford, Councillor Lanyon and Councillor Settle declared a personal interest in agenda item number 7 – South Fylde Line Community Rail Partnership. They all belonged to the Friends of St. Anne's Stations working group.

176/16 **MINUTES OF PREVIOUS MEETING**

RESOLVED That the minutes of the meeting held on 10th May 2016 be approved.

177/16 **ST ANNE'S ENTERPRISE PARTNERSHIP**

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

- The St. Anne's Food Festival which ran from the 4th – 21st August 2016
- The 'Food Fest Day' that was to take place on Sunday 14th August from 10am – 5pm, with music until 10pm

- There would be a large marquee and a sprinter kitchen on site giving cooking displays from local restaurants
- Fifteen local business would be providing stalls outside the marquee, promoting and selling food such as cakes, ice-cream and health drinks
- Mark Daniels from the Stage Company would be providing music during the day
- There had been a grant funding application made to the Coastal Communities Fund from both Fylde Council and STEP that was produced by Paul Drinnan – Fylde Council and Darrel Treece-Birch from the Town Council. The bid was for substantial regeneration within the town centre.
- The Chairman of each individual theme group within the partnership had now been appointed

It was reported that both Darrel Treece-Birch and Sarah Dunn from the Town Council were working at full capacity to deliver the 'Food Fest Day'.

Concerns were raising within the meeting regarding the lack of a formal maintenance plan for the infrastructure with St. Anne's Town Square and the confusion surrounding which tier of Council was responsible for works. It was suggested that a letter be written to Fylde Council from the Town Council requesting clarity, along with a proposal for the Town Council Lengthsman to become more involved in the maintenance process.

RESOLVED a) That the progress on St. Anne's Enterprise Partnership be noted and all actions agreed and supported.
 b) That the Town Clerk write to Fylde Council requesting clarity on maintenance responsibilities within St. Anne's; the letter to include an offer of the Lengthsman services.

178/16 COMMUNITY GRANTS

The Committee approved the following community grants following recommendations by the Grants Working Party;

St Annes Community Choir - £550 (Subject to the group's bank account being set up)

Youth Base Action Group - £1000

Friends of St Annes Stations - £917

RESOLVED a) That the above detailed three community grants be approved;
 b) That the Town Mayor present the grant cheques to the separate organisations on behalf of the Town Council.

179/16 LENGTHSMAN – MILEAGE

The Committee discussed the mileage that the Lengthsman was undertaking in connection with his duties. It was agreed that he would be paid £0.45 per mile for this business mileage, the non-taxable mileage rate approved by HMRC.

RESOLVED That the Town Council Lengthsman be paid £0.45 per mile for mileage undertaken in conjunction with his duties.

180/16 QUARTERLY BUDGET REPORT

The Committee discussed the quarterly budget report from 1 April – 30 June 2016.

RESOLVED To approve the report of income and expenditure up to 30th June 2016.

181/16 UPDATED FORWARD PLAN 2016/17

1.1 Neighbourhood Plan

The Town Clerk reported that the Public Hearing for the Neighbourhood Plan had taken place on Tuesday 7th June 2016, at St. Anne's Palace. The examiner had requested that;

- the Town Council reviewed and reworded certain polices within the Plan
- that a further consultation process was undertaken between the 5th July – 19th July 2016 facilitated by Fylde Council (this had been completed).

In response to concerns raised by the examiner regarding the Local Green Spaces designated within the Plan, the Steering Group had undertaken a complete review, with the number being reduced to 26.

The Town Clerk advised that the Neighbourhood Plan had been amended and rewritten in response to the concerns of the examiner. It was anticipated that an amended Plan would be receiving in August/September 2016. It was then a Council decision as to when a referendum would be held.

2.8 Town Council Bunting

The Committee were advised that Fylde Council had provided £780 towards the cost of the Town Council bunting. It was agreed that when the bunting was taken down it was professionally laundered.

RESOLVED

- a) That all actions detailed the Forward Plan for 2016/17 be supported, approved and agreed.
- b) That the Neighbourhood Plan – 1.2 referendum date be discussed by the full Town Council.
- c) That the DBS checks for Councillors be on a future Policy and Resources Committee agenda.
- d) That the Town Council Banners be discussed at the next Policy and Resources Committee meeting.
- e) That the cost for cleaning of the Town Council bunting – 2.8 be approved and this action be delegated to the Town Clerk.
- f) That the Open Space Asset Transfer – 4.1 be deferred until the Neighbourhood Plan is 'made'.

182/16 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 25th October 2016 at 2.00 pm**. This was subject to availability for the meeting and the date could be rescheduled for Tuesday 1st November 2016 to ensure that the meeting was quorate.

RESOLVED That the Town Clerk arrange the next Policy and Resources Committee for a date that ensured the meeting was quorate.

183/16a 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:

183/16b POTENTIAL VACANCY

RESOLVED

That Councillor Richard Bennett had stepped down as a Town Councillor and the legal process for a casual vacancy would follow.

The meeting closed at 3.07pm

Signed.....

Chairman
25th October 2016