

# St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 26<sup>th</sup> March 2013 at

West Lodge, 5 St George's Road

Present: Councillors E Nash Chairman  
T Ford  
G Goodman  
C Lanyon  
C Little  
V Settle  
V Willder  
A Jacques ex-officio  
  
P Jackson Town Clerk

Members of the Public/Press 0

## 85/13 APOLOGIES FOR ABSENCE

There were no apologies for absence.

## 86/13 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 87/13 MINUTES OF PREVIOUS MEETING

**RESOLVED** That the minutes of the meeting held on 19<sup>th</sup> February 2013 be approved.

## 88/13 GRANTS WORKING PARTY

The Committee considered the applications deferred from the last meeting. It was noted that in respect of the application from the Island Community Centre that as yet no lease to occupy the premises had been signed.

**RESOLVED** i) That the grant of £500 for Ashton Gardens Bowling and Social Club be approved.  
ii) To consider the Island Community Centre application once the legal issues have been resolved.

## 89/13 ROLLING MATRIX

The Committee considered the updated Work Plan.

**RESOLVED** To consider an updated Work Plan at the next meeting and to note the following:

- **Inclusion of new project to acknowledge the Town Council's future involvement in the maintenance and management of the existing and future public footpaths and rights of way to the east of the town and that a detailed report be presented to the next meeting of the Committee.**
- **That representatives from the Civic Society be invited to the meeting to discuss the possibility of a joint initiative on the listing of Community Assets in St Anne's.**
- **That a Working Party consisting of Councillors Nash, Little and Jacques be formed to report on opportunities for the Town Council's involvement in providing Tourist Information.**
- **That a report on Press Policy be considered at the next meeting.**
- **That Councillors Ford and Nash to meet with the Leader of Fylde Borough Council to discuss the transfer of Open Space Assets.**
- **That a supply of window stickers showing the town flag be purchased for use in local shops.**

#### **90/13 REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT**

The Council reviewed the following document:

- Extract from "Governance and Accountability for Local Councils – A Practitioners' Guide 2008" – This listed current internal controls and identified areas for testing by the Internal Auditor.

- RESOLVED**
- To note the report, areas of risk assessed and to approve the areas identified for testing by the Internal Auditor.**
  - That Councillors Nash and Willder carry out individual scrutiny of the accounts.**

#### **91/13 TOWN CENTRE FORUM/HIGH STREET REGENERATION FUND**

The Town Clerk reported that details of how to bid for funds from the Regeneration Fund would shortly be available. The total fund was £100,000 and bids were invited from groups representing the town centres of St. Anne's, Lytham and Kirkham. Grants would be subject to matched funding.

It had been suggested that the Town Council make a bid for the employment of a Town Centre Manager. The Town Clerk outlined the costs of employing a Town Centre Manager for a period of three years.

The Committee discussed the proposal and considered that it was a viable proposal but that the detail of a bud needed to be explored further before it could be made.

- RESOLVED**
- i) That the Council be RECOMMENDED to establish a temporary post of Town Centre Manager on the basis of funding from the Town Centre Regeneration Fund.**
  - ii) That, following Council approval of i) that the Town Clerk be authorised to submit a bid for funding for the post in consultation with the Chairman of this Committee and the Planning and Environment Committee.**

#### **92/13 TOWN COUNCIL NOTICEBOARDS**

Following a request from the Town Clerk members discussed a location for the noticeboard, funds for which were included in next year's budget.

- RESOLVED That the Town Clerk seek proposals from all members and report to the next meeting.**

#### **93/13 ANNUAL RISK ASSESSMENT**

The updated Risk Management Register was considered. It was noted that the Risk Assessment in respect of the allotments had been considered last September.

- RESOLVED To note the report.**

#### **94/13 DATE AND TIME OF NEXT MEETING**

It was noted that the next meeting will be at 2.00pm on Tuesday 30<sup>th</sup> April 2013 at 3 Richmond Road, St Anne's.

Signed .....

Chairman

Date 30<sup>th</sup> April 2013