

St. Anne's on the Sea Town Council

Minutes of the Council Meeting of the Town Council held
on 29th September 2015 at 7pm
at St. Anne's Palace, 18 Garden Street, St. Anne's on the Sea, FY8 2AA.

Present:	Councillors	V Settle C Akeroyd B Bridgwater K Henshaw A Jacques C Lanyon C Little E Nash	Chairman
	Officers	S Taylor S Dunn	Town Clerk Community Development Manager
	Members of the Public		4

226/15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor's Bennett, Ford, Neale, and Councillor Willder.

227/15 TOWN MAYOR'S ANNOUNCEMENTS – INFORMATION ONLY

The Mayor detailed numerous events that he had attended, including;

- The Town Mayors Ball on Saturday 25th July 2015 held at St. Anne's Palace. This was an event organised by the Mayor and raised £490 for the charity; 'Sign Hi, Say Hi!'
- 30th August 2015 – Lytham Methodist Church, welcoming two new vicars
- 8th September 2015 – The opening of the Booths Supermarket, St. Anne's
- 9th September 2015 – Celebration of Her Majesty, Queen Elizabeth II of the United Kingdom and the Commonwealth of Nations, being the longest serving monarch, attended both the Lytham and the St. Anne's celebrations

The Deputy Mayor reported on the events that she had attended, including

- 13th September 2015 – Battle of Britain service at St. Thomas's Church

228/15 MINUTES OF THE PREVIOUS COUNCIL MEETING

RESOLVED That the minutes of the Council Meeting held on the 14th July 2015 be approved as a correct record and signed accordingly, subject to the following amendment, "*the 19th April 2015 event was not reported at this meeting.*"

229/15 COMMITTEE MINUTES

RESOLVED That the minutes of the above Committees be noted.

230/15 PUBLIC PARTICIPATION

Members of the public raised the following items:

- There had been staffing issues at St. Anne's Railway Station
- 1st April 2016 was when the new rail franchisee operator would take over the running of

- services on the South Fylde line. No rail operator had been currently appointed
- New cycle rack, the installation of CCTV and an electronic information screen were now in place at St. Anne's Railway Station
 - A thank you to St. Anne's in Bloom for the planting scheme on the station
 - The marvellous work that Fylde Litter Action Group undertook
 - The increase in fly tipping across Fylde
 - The number of notices displayed within the town
 - The importance of pedestrians wearing bright clothing at night
 - The severe budget cuts that Lancashire Constabulary were having to make and the implications this made for policing within St. Anne's
 - The success of the Kite Festival
 - That the crib would be displayed in the Catholic Church before the Christmas Light Switch On
 - Overgrown trees on Hove Road

The meeting then re-convened.

231/15 ACCOUNTS FOR PAYMENT

RESOLVED That the schedule of accounts for payment in the sum of £40,065.91 be approved.

232/15 NEIGHBOURHOOD PLAN

The Council was updated the progress of the Neighbourhood Plan, as follows;

- That the consultation on the draft Neighbourhood Plan had ended on 31st July 2015
- The Town Council had held two workshops with Fylde Council officers to discuss policy wording
- That in response to queries from Fylde Council, the Neighbourhood Plan Steering Group were going to review the criteria for Local Green Space designation, that included looking at each site individually
- The H2 boundary was now the same in both the emerging Local Plan and the St. Anne's Neighbourhood Plan
- That Envision Consultants had agreed to undertake the third stage delivery process of the Neighbourhood Plan at a cost of £7900

RESOLVED a) That the progress on St. Anne's Neighbourhood Development Plan is noted and all actions agreed and supported.
b) That Envision consultants be appointed to deliver the third stage of St. Anne's Neighbourhood Plan.

233/15 FINAL ACCOUNTS – 2014-2015

It was reported that there were no matters within the Town Council's accounts for audit year ended 31st March 2015, that came to the attention of the External Auditors. The completed annual return was made available at the meeting for inspection.

The Town Council thanked the officers for all the additional work that had been undertaken to complete the intermediate audit and the success of having the audit passed with no issues Raised.

RESOLVED That the conclusion of the audit of the 2014 – 2015 accounts be noted and confirmation be given that the annual return has been approved and accepted by the Council.

234/15 TOWN COUNCIL ELECTIONS – RECHARGE OF COSTS

The Town Clerk reported the recharge of Election Costs to the Town Council for the election held on 7th May 2015

RESOLVED To agree the cost recharged by Fylde Council of £10,657.78 for the Town Council election 7th May 2015 and to authorise the Town Clerk to arrange payment of these total costs.

235/15 UPDATE ON ST ANNES ENTERPRISE PARTNERSHIP

The Council were updated by both Councillor Nash and the Community Development Manager on the progress of the St. Anne's Enterprise Partnership (STEP) as follows;

- Mr Darrel Treece-Birch was now in post as the Town Enterprise and Promotion Officer and was the facilitator for the STEP
- A draft STEP Action Plan, terms of reference including a map of the designated area had been produced and approved by the STEP Project Board
- The eight theme groups had now been approved by the STEP Project Board, these were. Events, Marketing & Culture / Retail, Business & Resources / Food, Beverages & Evening Economy / Hotels & Accommodation / Maintenance & Management / Regeneration & Environment / Transport & Access.
- An independent and neutral individual had been approached to become Chairman
- A STEP Calling Card has been approved, designed and going to print very shortly
- Mr Darrel Treece-Birch attended Chamber of Trade and gave a brief summary about STEP followed by a question and answer session
- A meeting had been held with Bryan Ward regarding representation for the Community and Safety Group
- Mr Darrel Treece-Birch has visited several businesses to introduce himself and raise awareness of STEP
- The database of contact information for businesses & community contacts across St Annes was now nearing completion
- The database would be accurate, up to the minute information and will allow a first stage introductory email to be sent; this will be followed by visits
- The previous STEP group was looking into having a working website for the initiative. A domain name, or names, appears to have been purchased. Attempts were being made to approach the initial purchasers
- To move public interaction forward a Twitter Account has been set up called STEP Fylde
- A Facebook Account has also been set up as a 'group page' this is also called STEP Fylde
- The two media accounts can function as an interactive source by public and members, administrated by Mr Darrel Treece-Birch
- The current LinkedIn Group account is a 'closed' group for members and this will function as a place to share any ongoing, preliminary works in operation
- There have been good relations already established with businesses and owners
- The next phase was to create some quick wins that could enthuse the community that this was a partnership of positive action
- As more people become involved and show an interest the eight individual Theme Project Groups would be able to hold their own meetings and focus on more specific details

The Council were advised that it was intended that the STEP would eventually be more independent and not a Council led initiative.

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

236/15 TOWN COUNCIL PLANNING DAY

The Town Clerk advised that two independent facilitators would be running the Town Council Planning Day which was being held on **Friday 6th November 2015, from 9.30 am – 1.00 pm at St. Anne's Palace, 18 Garden Street, St. Anne's**. A light lunch would be provided.

237/15 MEMBERS REPORTS – INFORMATION ONLY

Councillor Jacques informed the meeting that a ball to raise funds for St. Anne's Carnival would be held on Saturday 3rd October 2015 at the Clifton Park Hotel from 7pm. Tickets were available directly from her at a cost of £29.00.

A query was raised regarding the Fylde Visitor website and if the Town Council could be linked to this site, in any way.

Councillor Nash reported on the following;

- That a Blue Plaque was to be placed on the Public Offices, Clifton Drive North; the process was currently going through the planning process
- That the St. Anne's Remembrance Sunday event would be held on Sunday 8th November 2015 at the War Memorial, Ashton Gardens at 11am
- That he had contacted Lytham Sixth Form College that was located in St. Anne's to ask why no reference was made to the towns in the college's name.

Councillor Little advised that she had recently attended a highly successful event to celebrate the 800th Anniversary of the Magna Carta. It was suggested that this type of event could be held in Ashton Gardens to celebrate the 100th Anniversary of the gardens in 2016.

Councillor Lanyon updated the Council on the Ashton Gardens 100th Anniversary celebrations that were being arranged by the Supporters of Ashton Gardens (SOAG); which included;

- Radio controlled boats in the boating pool
- A selection of old fashioned games
- Clog Dancing
- String Quartet and bands performing
- Involvement from several groups, including the Town Crier

Councillor Akeroyd reported that Fylde Sharks were holding a fundraising "Nearly Christmas Fair & Coffee Morning" on Saturday 21st November 2015. The event was from 10am-12noon at St Cuthbert's Church Hall in Lytham. Entry price was 50p and included the cost of a cup of tea or coffee.

Councillor Henshaw advised since the last meeting the Blackpool Airport Consultative Committee had not met. She would be attending the next meeting and report back to the Council.

Councillor Little said that she had opened Hope Street Park Pavilion open day, included the official opening of the recently refurbished Pavilion. The coordinators of the Pavilion were encouraging community groups to use this venue.

The Town Clerk updated the meeting on the recent Parish Liaison meeting with Lancashire Constabulary and the Police Commissioner. The police were facing huge budget cuts and were changing the way they delivered policing on the Fylde. This included the increased use of IT, the use of social media, officers having more access to vehicles to cover larger areas and the implementation of 'Fylde Pathfinder'.

238/15 DATE AND TIME OF NEXT MEETING

It was noted that the next Council Meeting would be held at **the Pensioners Hall (Next to YMCA), St. Anne's on the Sea, FY8 1UZ**, on **Tuesday 24th November at 7.00 pm.**

The meeting finished at 8.00pm.

Signed.....

Chairman
24th November 2015

St Annes on the Sea Town Council - PAYMENTS LIST VOUCHERS 107-155

<u>Voucher</u>	<u>Chq No</u>	<u>Code</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>
107	1677	31	Clever Media Ltd	IT Services	£55.00
108	1678	36	Discount Ink Cartridges Fylde	A4 Paper	£23.33
109	1679	37	Konica Minolta Ltd	Printing	£182.56
110	1680	91	A Ford	Travel Expenses	£26.55
111	1680	152	A Ford refund	PROW - development	£16.00
112	1680	31	A Ford refund	Lodge - Picture Hanging materials	£3.00
113	1681	136	Jewson Ltd	Blundell Rd - development	£35.42
114	1682	12	S Taylor	Travel Expenses	£16.65
115	1682	155	S Taylor - refund	NP - binding	£8.67
116	1682	12	S Taylor - refund	Subsistence	£2.75
117	1683	40	FOSAP Ltd	Hall Hire	£70.00
118	1684	155	S Dunn - refund	NP- raffle tickets	£1.29
119	1684	155	S Dunn - refund	NP - consultation materials	£3.32
120	1684	155	S Dunn - refund	NP - consultation materials	£1.67
121	1684	36	S Dunn - refund	Stationery	£3.33
122	1684	155	S Dunn - refund	NP - consultation materials	£2.48
123	1684	12	S Dunn	Travel Expenses	£2.60
124-26	1684-86	10	Salaries	Salaries	£4,216.68
127	1687	10	Inland Revenue	Superannuation	£1,232.59
128	1688	136	Jewson Ltd	Blundell Rd - maintenance	£40.16
129	1689	154	SB Waste Management	Shepherd Road - Skip	£87.50
130	DDebit	10	Lancashire County Council	Superannuation	£1,063.53
131	DDebit	138	United Utilities	Blundell Road - Water Charges	£18.86
132	DDebit	34	O2	Telephone Rental and Calls	£36.30
133	1691	156	J Russell	Lodge Cleaning	£66.00
134	1692	14	James Knowles & Co	HR Fees	£95.00
135	1693	152	Fylde Borough Council	PROW - development	£320.00
136	CCARD	32	Aldi	Lodge Supplies	£6.63
137	CCARD	160	Google	IT Storage	£1.32
138	CCARD	155	Issuu	Neighbourhood Plan	£25.70
139	CCARD	38	Amazon	Picture Frame	£13.26
140	CCARD	38	Adobe	IT Software	£7.14
141	CCARD	35	Post Office	Stamps	£38.63
142	CCARD	155	Survey Gizmo	Survey gizmo neighbourhood plan	£49.92
143	1694	54	BDO LLP	Annual Return Review	£600.00
144	1695	155	Keith Reed Ltd	Neighbourhood Plan	£4,300.00
145	1695	155	Keith Reed Ltd	Design Guide - part payment	£1,000.00
146	DDebit	34	British Telecom	Internet Line	£54.78
147	DDebit	34	British Telecom	Broadband second line	£48.11
148	DDebit	34	British Telecom	Telephone calls	£52.00
149	1696	150	PA Fieldhouse	Allotment - refund of deposit	£10.00
150	1697	31	Clever Media Ltd	IT Services	£85.00
151	1698	30	Fylde Borough Council	Rent	£1,625.00
152-55	1699-1702	10	Salaries	Salaries	£4,924.47
				Balance c/f	£20,473.20

St Annes on the Sea Town Council - PAYMENTS LIST VOUCHERS 156-191

<u>Voucher</u>	<u>Chq No</u>	<u>Code</u>	<u>Name</u>	<u>Description</u>	<u>Total</u>
				Balance b/f	£20,473.20
156	1703	10	HM Revenue	PAYE	£1,255.76
157	1704	98	AHGTC	Town Crier Re Membership Fee	£35.00
158	1705	153	Websters Mowerpower	Strimmer Blades etc	£87.95
159	1705	153	Websters Mowerpower	Strimmers Full Service	£111.13
160	DDebit	10	Lancashire County Council	Superannuation	£1,207.78
161	1706	153	Smiths Equipment Hire Ltd	Shepherd Road - Repairs	£17.62
162	1707	156	J Russell	Lodge Cleaning	£88.00
163	1708	162	Fylde Borough Council	Hope Street Pavilion - contribution	£5,000.00
164	1709	118	Lytham St Annes Twinning Association	Youth Council - Werne Visit	£1,380.00
165	DDebit	34	British Telecom	Telephone Rental and Calls	£52.00
166	DDebit	151	United Utilities	Shepherd Road - water charges	£200.40
167	1710	136	NSALG Ltd	Blundell Road - NSALG Fees	£47.50
168	DDebit	34	O2	Telephone Rental and Calls	£36.30
169	1711	38	S Taylor - refund	Office Keys	£29.17
170	1711	12	S Taylor - refund	Travel Expenses	£3.60
171	1712	91	Artline Signs	Sign Writing Civic Board	£50.00
172	1713	136	North West In Bloom	St Annes in BLOOM - HANDBOOK	£44.00
173	CCard	155	Issuu	Neighbourhood Plan	£25.82
174	CCard	31	Google	IT Services	£1.33
175	CCard	160	Adobe	Software licence	£7.14
176	CCard	38	Ruffles	Cross Cut Shredder	£349.00
177	CCard	160	Box Limited	IT Storage	£158.26
178	CCard	160	PC World	IT	£595.82
179	CCard	155	Survey Gizmo	Neighbourhood Plan	£49.13
180	1714	31	KW Geddes	Lodge - PAT Testing	£57.00
181	1715	38	Clever Media Ltd	IT Services	£105.00
182	1715	164	Clever Media Ltd	IT Services	£100.00
183	1716-19	10	Salaries	Salaries	£5,245.56
187	1722	10	HM Revenue	PAYE	£1,368.03
188	1721	153	Jewson Ltd	Shepherd Rd - Materials	£504.88
189	1723	36	DR Design	Stationery	£15.83
190	1723	164	DR Design	Business cards	£79.17
191	DDebit	10	Lancashire County Council	Superannuation	£1,284.53
				Total	£40,065.91

Signed.....

Chairman
24th November 2015