

St. Anne's on the Sea Town Council

Minutes of the Policy and Resources Committee held on 3rd December 2013, 2pm at West Lodge, 5 St Georges Road, St. Anne's on the Sea, Lancashire FY8 2AE.

Present:	Councillors	E Nash T Ford A Jacques C Lanyon V Settle V Willder	Chairman Ex-officio
	Officers	S Taylor	Town Clerk

391/13 DECLARATIONS OF INTEREST

Councillors Settle and Willder declared a personal interest in agenda item 6 – Hope Street Park Pavilion, in that the application for funding was within their Ward.

Councillor Ford declared a personal interest in agenda item 11 - The Fylde High Street Innovation Fund – Bids Submitted, in that he was a member of the Committee that decided how the funding was allocated.

392/13 MINUTES OF PREVIOUS MEETING

RESOLVED That the minutes of the meeting held on 29th October 2013 be approved, subject to:
That under minute 346/13 the first paragraph should read Councillor Ford.

393/13 SUB-COMMITTEE MINUTES

RESOLVED That the minutes of the Public Rights of Way Sub-Committee of 8th November 2013 be noted.

394/13 HOPE STREET PARK PAVILION

The Committee were advised that the outcome of further funding bids submitted for Hope Street Park Pavilion had not yet been determined. When the outcome of the applications had been decided, the Council would be updated, with further discussion of how the Town Council could support the project.

395/13 CCTV POLICY

The Town Clerk informed the Committee that in response to the information and guidance provided by Mr Curtis, Head of Governance, Fylde Borough Council, the Policy had now been written.

RESOLVED (a) That the St. Anne's on the Sea Town Council CCTV Policy be approved.

(b) That under Appendix A of the CCTV Policy be amended to include other sites where dog dispensers were located.

396/13 WEST LODGE GROUND FLOOR MEETING ROOM – REFURBISHMENT PROPOSAL

The Town Clerk reported that now the ground floor meeting room at West Lodge was under the management of the Council, it may be beneficial to undertake decoration and carpeting of the room. The present carpet was badly stained and the room was in a poor state of decoration.

The Committee were informed of refurbishment costs, being £400 for the carpet (including fitting); £300 for the room redecoration that included labour, paint supplies (subject to variation) and disassembling furniture. Both quotes were highly competitive and the carpet was being laid by a St. Anne's business, the redecorating being undertaken by a local tradesman.

RESOLVED **(a) That the refurbishment of West Lodge Ground Floor meeting room be approved.**
(b) That The Chief Executive, Fylde Borough Council be notified that the Ground Floor meeting room was being decorated and a new carpet being laid.
(c) That The Town Clerk ensure that the Council's insurance company was notified of the room management arrangements.

397/13 BUSINESS CARDS

Councillor Settle briefed the meeting on a suggestion to provide business cards to Town Councillors and staff. The Committee agreed that to reduce costs, the cards should be provided by a local supplier that had already designed the template and worked with the Council.

RESOLVED **That the Town Clerk research costs for Town Council business cards and bring these to the next meeting of the Policy and Resources Committee.**

398/13 PUBLIC RIGHTS OF WAY SUB-COMMITTEE

Councillor Settle reported that Lancashire County Council were reluctant to hold a meeting with the Council to discuss the many queries that had arisen from the Public Rights of Way partnership. However this was being pursued. The strimming of the bridleway near to Wildings Lane would be completed shortly.

The Town Clerk advised that Lancashire County Council Green Partnership Awards and Lancashire Environmental Trust grant scheme had been contacted. The Town Council was eligible to apply for grants to improve the network; grants would not be provided for maintenance.

It was noted that due to the proximity to water courses, permission needed to be sought from the Environment Agency before any type of crusher run could be used on the public right of way network. The cost of this to the Town Council would be £500.

RESOLVED That the actions of Public Right of Way Sub-Committee be approved.

399/13 FYLDE HIGH STREET INNOVATION FUND – BIDS SUBMITTED

Councillor Ford stated that in response to Lytham having a successful bid for their Christmas lights, that an application be submitted on behalf on St. Anne's. Both bids were sustainable, with the aim of ensuring that the town received its fair share of funding. The Town Clerk reported that the two applications had been submitted to the Fylde High Street Innovation Fund. She detailed the bid details as follows:

- Updating and extending Christmas lights within St. Anne's Town Centre, into Park Road, Orchard Road and Wood Street - bid for £13,000 (match funding £13,000)
- Provision of permanent signs notifying shoppers of traders off the main square, also preventing the siting of 'A' boards – bid for £6000 (match funding £6000)

The first round of the application process would be undertaken on 4th December 2013, if either bid was successful they would be considered in the second stage of the bidding process on 11th December 2013.

RESOLVED

a) That the funding application to the Fylde High Street Innovation Fund for updating and extending Christmas lights within St. Anne's Town Centre, into Park Road, Orchard Road and Wood Street, be agreed.

b) That the funding application to the Fylde High Street Innovation Fund for provision of permanent signs notifying shoppers of traders off the main square, be agreed.

400/13 WORK PLAN

The Committee considered the Work Plan and updated as required.

The Town Clerk reported that Fylde Borough Council had stated that they would not confirm if the Council Tax Support Grant would be paid across to the Town Council or the amount of the grant until after the 31st January 2014. In light of this it was agreed to reschedule the full Town Council meeting (that agreed the budget) from 28th January 2014 to 11th February 2014.

RESOLVED

a) To consider the updated Work Plan at the next meeting and to note the following:

b) Under item number 4.1, the formal meeting to discuss Open Space Transfers with Fylde Borough Council was to be held early in 2014, Councillors Ford and Nash being the Town Council's representatives.

c) Under item number 6.2, Councillor Nash would update the Council on the outcomes of the Principals Authority Heritage Strategy.

d) That under item number 8.1; the amount of the Council Tax Support Grant would not be confirmed until after 31st January 2014. In light of this it was agreed that the full Council meeting would be moved from 28th January 2014 to Tuesday 11th February 2014.

401/13 CHAIRMAN OF POLICY AND RESOURCES COMMITTEE

Councillor Nash advised that he was standing down as Chairman of the Policy and Resources Committee after the 3rd December 2013.

It was proposed, seconded and agreed that Councillor Settle would be Chairman and Councillor Ford Vice-Chairman from the 14th January 2014 Committee.

RESOLVED **a) That Councillor Settle be appointed Chairman of Policy and Resources Committee from 14th January 2014.**
b) That Councillor Ford be appointed Vice-Chairman of Policy and Resources Committee from 14th January 2014.

402/13 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 14th January 2014 at 2.00 pm.**

403/13 MATTERS TO BE 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:**

404/13 PARKING ISSUES

RESOLVED **That Mr A Smith, who was presenting the parking issues agenda item at the full Council meeting of 17th December 2013, be requested to limit his presentation to five minutes.**

The meeting ended at 3.40pm.

Signed.....

Chairman
14th January 2014