

# St. Anne's on the Sea Town Council

## Minutes of the Full Council Meeting of the Town Council held on 8<sup>th</sup> April 2014 at 7pm Parish Rooms, Oxford Road, St. Anne's on the Sea FY8 2EA

Present:	Councillors	V Willder C Akeroyd T Ford G Goodman K Henshaw A Jacques C Lanyon C Little B Mackenzie E Nash D Prestwich V Settle	Chairman
	Officers	S Taylor	Town Clerk
	Members of the Public		4

### 114/14 APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 115/14 TOWN MAYOR'S ANNOUNCEMENTS

The Mayor reported that on the 27<sup>th</sup> February 2014 she attended to an event at the Fylde Scout Headquarters. The event was to have a photographic shot with Marcus Worthington Group representatives (HP site developers) who had tarmacadamed the entrance to the Scout Headquarters.

On the 1<sup>st</sup> March 2014. The Mayor attended an induction of the new Reverend Richard Jevons at St. Anne's on the Sea Baptist Church. The Fylde Mayor was also in attendance. At the Service, there were many songs and hymns sung and dedications given. It ended with an afternoon tea.

The Mayor advised that on the 20<sup>th</sup> March she went to an Italian Night at Cucina Pazzo, which from the raffle raised substantial proceeds for her nominated charity, Home-Start Fylde.

Both the Mayor and Deputy Mayor attended a Lancashire Talent event at Lytham St Anne's High School on 23<sup>rd</sup> March 2014. The Carnival queen Zara Harris was in the choir at this event.

The refurbished Ashton Gardens Bowling Pavilion was opened by the Mayor on 27<sup>th</sup> March 2014.

On 5<sup>th</sup> April the Mayor attended two events;

- 1 In the day the LALC conference at the Leyland Hotel, Leyland, and
- 2 St Pauls Church Fairhaven Quiz night

## 116/14 COUNCIL MINUTES

- RESOLVED** a) That the minutes of the Council Meeting of the Council held on the 11<sup>th</sup> February 2014 be approved as a correct record and signed accordingly, subject to  
b) That Councillor Mackenzie was in attendance at the meeting.

## 117/14 COMMITTEE MINUTES

Planning and Environment Committee 12<sup>th</sup> February 2014  
Policy and Resources Committee 18<sup>th</sup> February 2014  
Leisure and Community Committee 24<sup>th</sup> February 2014  
Planning and Environment Committee 13<sup>th</sup> March 2014  
Policy and Resources Committee 25<sup>th</sup> March 2014

The Town Clerk reported that under the Planning and Environment Committee minutes of 12<sup>th</sup> February 2014, minute number 047/14, application number 13/0710, area was omitted from the observations.

- RESOLVED** a) That the minutes of the above Committees be noted.  
b) That 'area' be added to Planning and Environment Committee minutes of 12<sup>th</sup> February 2014, minute number 047/14, application number 13/0710.

## 118/14 NEIGHBOURHOOD PLAN

The Town Clerk updated the meeting of the progress of the Neighbourhood Plan as follows:

The Neighbourhood Plan was well under way with the first stage consultation process starting on 14<sup>th</sup> April 2014 for six weeks until 28<sup>th</sup> May 2014. During that time there are five open consultation events being held across the town. These are:

1. Friday 25<sup>th</sup> April 2014 - at the covered dome in the square from 2.30 to 4.30 pm
2. Friday 2<sup>nd</sup> May 2014 - Parish Rooms from 2 to 6 pm
3. Friday 9<sup>th</sup> May 2014 - the community bus will be in the Westgate area from 4pm to 6pm
4. Thursday 22<sup>nd</sup> May 2014, Memorial Hall, St Albans Road from 2pm to 6pm
5. Saturday 24<sup>th</sup> May from 11 am to 2pm in the covered dome in the square

All of these will be covered by Town Council staff with the exception of Saturday 24<sup>th</sup> May which is to be facilitated by members.

A questionnaire has been designed and will be go live week commencing 14<sup>th</sup> April 2014 via Surveygizmo. This software collates the data as people complete the questionnaire. Questionnaire emails will be forwarded via mail chimp to a huge variety of groups and organisations. Hard copy questionnaires will be available at the Town Council offices and at all the consultation events.

A separate web page on the Neighbourhood Plan on the Town Council website, which includes the work and project documents completed to date. A link is available on our website directly to the questionnaire. The Town Council newsletter is being distributed from 4<sup>th</sup> – 11<sup>th</sup> April which includes a two page spread on the Neighbourhood Plan.

Meetings have been held with Blackpool Council, Blackpool Airport and the Civic Society. The Town Clerk and Envision (consultants) represented the Town Council. Blackpool Airport wants to come and speak to the Town Council during the consultation process; a meeting will be arranged shortly. It is proposed to hold an additional event at St Anne's Library during the

Work Club on Friday 16<sup>th</sup> May 2014. Discussions are being held with LSA High School to undertake a photography competition as part of the Neighbourhood Plan consultation process.

Other types of promotion include; a press release being sent to the Lytham St. Anne's Express; additional publicity material being purchased for the consultation events including a banner, a display at the porch at West Lodge; a display at the Library including a supply of hard copy questionnaires.

There are six theme groups being held, please note membership of these groups may change. The meetings are still in the process of being finalised. The groups currently are:

**Housing** Chairman Councillor Willder; membership of 9 including Councillor Henshaw

Meeting date **Friday 9<sup>th</sup> May 9.30am**

**Transport & Movement** Chairman Councillor Ford; membership of 13 including Councillor Jacques

Meeting date **Tuesday 13<sup>th</sup> May 2014 at 9.30am**

**Economy** Chairman Councillor Nash; membership currently 8 may increase

Meeting date **Tuesday 13<sup>th</sup> May at 2pm**

**Community & Health** Chairman Councillor Little; membership of 13 including Councillors Goodman and Prestwich

Meeting date **Wednesday 21<sup>st</sup> May at 2 pm**

**Design and Heritage** Chairman Councillor Lanyon; membership of 8 including Councillor Mackenzie

Meeting date **Thursday 22<sup>nd</sup> May at 9.30 am**

**Environment (includes space/flooding)** Chairman Councillor Settle; membership of 9 including Councillor Akeroyd

Meeting date **Friday 23<sup>rd</sup> May at 9.30 am**

**RESOLVED That the St. Anne's Neighbourhood Development Plan first stage consultation process be agreed**

## 119/14 PUBLIC PARTICIPATION

Members of the public raised the following items:

- The issue of dog fouling in the parish
- What was happening with the land opposite the railway station platform
- The excellent role the Mayor was undertaking to support the town
- That taxi licensing was a Fylde Borough Council function
- That volunteers were required for working parties to clean the railway line from rubbish/litter
- That there was a celebration at Our Lady Star of the Sea Catholic Church on Saturday 19<sup>th</sup> April to celebrate the Reverend Peter Hart being in post for 40 years

*The meeting then re-convened.*

#### **120/14 COMMUNITY GRANTS**

It was reported that the Grants Working Party had recommended the following payments;

Victoria Hotel Community Association - £400 for facilitating Community Fun Day  
North West Blood Bikes - £1000 towards the running costs of the Fylde motorbike  
Tarka Explorer Scouts - £1000 towards the cost of camping equipment

**RESOLVED That the community grants recommended by the Grants Working Party be approved.**

#### **121/14 ACCOUNTS**

**RESOLVED That the schedule of accounts for payment in the sums of £29,483.79 be approved**

#### **122/14 APPOINTMENT OF INTERNAL AUDITOR**

The Council agreed to appoint the current Internal Auditor to complete the Annual Internal Audit of the Town Council for the year ended top 31s March 2014.

**RESOLVED That Mr I Cropper be appointed as Internal Auditor to complete the Annual Internal Audit of the Town Council for the year ended top 31s March 2014.**

#### **123/14 BUDGETARY REPORT**

Sally Taylor discussed the Budgetary Report for the year ending 31<sup>st</sup> March 2014 highlighting how the working balance of £87,743.47 was putting the Town Council in a healthy state for the future challenges that lay ahead.

**RESOLVED To note the report.**

#### **124/14 STATEMENT OF ACCOUNTS 2013/14 – ANNUAL GOVERNANCE STATEMENT**

The Town Clerk presented the Statement of Accounts and Annual Governance Statement for approval. The Receipts and Payments Schedule including the Balance Sheet, Bank Balances and situation on Reserves was also presented.

**RESOLVED a) That the Statement of Accounts and Annual Governance Statement be approved.  
b) That the Receipts and Payments Schedule be noted.**

#### **125/14 MEMBERS REPORTS**

Councillor Goodman confirmed that dog fouling was a major issue within St. Anne's

Councillor Akeroyd informed the meeting that a pothole at the entrance of Tesco's was a concern. It was agreed that the Town Clerk would contact Lancashire County Council and advise on problems with the on line reporting system.

Councillor Jacques wished everyone a Happy Easter.

Councillor Little requested that due to the number of dog fouling incidents in all wards, that Councillors write directly to Fylde Borough Council and bring this to their attention.

Councillor Nash updated the meeting on the following:

- On the 27<sup>th</sup> April 2014 at 11.30 am, Staining Village would be unveiling a 1<sup>st</sup> World War Memorial at the Parish Church. This was the first War Memorial in 50 years to be erected on the Fylde.
- Any unemployed young people between 17-25 could attend a week of training free with the Territorial Army.

- Unemployed young people could join the reserves and receive 15 days training and £2000 tax free

Councillor Ford reported that after extensive pressure, Lancashire County Council was resurfacing Durham Avenue outside the Medical Centre, from 21<sup>st</sup> April 2014.

Councillor Settle advised that both Town Flags were now flying from the flagpoles. The flagpole owned by Fylde Borough Council near to the Lifeboat Station on the Promenade had also been repaired by the Town Council. He added that a team was laying hardcore on the bridleway near to Wildings Lane on 10<sup>th</sup> April from 9am and all were welcome. It was noted that Councillor Settle had made a successful bid to Fylde Community Fund for £2000 towards the Kite Festival 2014.

Councillor Mackenzie updated the meeting on the highway work and improvements being undertaken by Lancashire County Council. It was noted that there was no funding for rural roads. The Three Tiers Forum was now being supported by Marion Gelder, Chief Executive Officer, Lancashire Association of Local Councils.

The Mayor reported the following to the Council:

- Afternoon Tea at Inn on the Promenade on Sunday 13<sup>th</sup> April from 1.30 – 4.30 pm. £10 per ticket with all proceeds being donated to Home-Start Fylde.
- That the Chairman and Town Clerk had attended the LALC conference on Saturday 5<sup>th</sup> April 2014; a presentation by National Grid on the local infrastructure had been very informative
- 25<sup>th</sup> April 2014 was the 'Big Beach Clean Up Day' being supported by Marks and Spencer. For everyone who was involved there was a free barbeque being held on the beach
- There was a change of polling station for the Heyhouses Wards for the European Election and Local Referendum on Thursday 22<sup>nd</sup> May 2014. The polling station was now Church Road Methodist Hall, Church Road. The Scout hut had been previously used.

#### 126/14 DATE AND TIME OF NEXT MEETING

It was noted that the next Council Meeting would be held at **Parish Rooms, Oxford Road, St. Anne's on the Sea FY8 2EA** on **Tuesday 20<sup>th</sup> May 2014 at 7.00 pm.**

#### 127/14 THE PUBLIC OFFICES

- RESOLVED**
- a) 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.
  - b) That the Town Clerk write to Mr P Walker requesting a meeting with him, other relevant Fylde Borough Council Officers and the Public Offices Working Party, to discuss the options available to purchase the Public Offices.

*The meeting finished at 8.55 pm.*

Signed.....

Chairman  
20<sup>th</sup> May 2014

31 March 2014 (2013-2014)

St Annes on the Sea Town Council

PAYMENTS LIST

Voucher	Cheque No	Code	Name	Supplier	Total
319	D/Debit	10	Superannuation - January	Lancashire County Council	858.02
320	1301	38	Meeting Room Carpet	St Annes Carpets & Flooring	400.00
321	D/Debit	34	Telephone calls	O2	35.13
322	1302	57	NALC Subscription 2014/15	Lancashire Association of Local Councils	1,889.84
323	1303	30	Rent	Fylde Borough Council	1,500.00
324	1304	37	Printer costs	AOS Online LLP	140.02
325	1305	153	Shepherd Road Trailer lights	Smiths Equipment Hire Ltd	26.82
326	1306	38	Software provision and systems repair	Clever Media Ltd	321.62
327	1307	123	Expenses - subsistence	B Mackenzie refund	20.83
328	1308	12	Travelling Expenses	S Dunn	35.75
329	1309	12	Travelling Expenses	S Taylor	3.75
330	1309	35	Stamps	S Taylor refund	110.00
331	1310	154	Shepherd Road - tree clearing	St. Annes Tree Services	940.00
332	1311	97	Mayors Carol Service - Funds raised	Home Start Fylde	242.00
333	1312	150	Allotment Refund	Mrs K Young	47.48
334	1313	152	Refund of fuel for strimmer PROW	V Settle refund	15.42
335-338	1314-17	10	Salaries	Salaries	4,007.11
339	1318	10	Tax and NI	HM Revenue	1,142.07
340	n/a	157	Allotment Administration	SATC	450.00
341	1319	156	Lodge Cleaning	J Russell	88.00
342	1320	40	Hall Hire	St Margaret's Church P.C.C.	35.00
343	D/Debit	10	Superannuation - February	Lancashire County Council	858.02
344	1321	138	Postage for return of flags	S Dunn refund	8.25
345	1322	36	Stationery	Office Depot (UK) Ltd	145.21
346	1323	33	Blue Bags	S Taylor refund	40.65
347	1324	155	Pest Control Contract	Fylde Borough Council	496.00
348	1325	136	Skip Hire	Kwik Skip Hire Ltd	75.00
349	1326	153	NSALG fees 2014	Shepherd Road Allotment Society	315.00
350	1326	153	Repairs	Shepherd Road Allotment Society	72.30
351	1327	154	NSALG fees 2014 Blundell Rd	NSALG Ltd	36.10
352	1329	158	Easter costume	S Dunn refund	40.05
353	1330	136	Blundell Road supplies	Jewson Ltd	23.61
354	1331	158	Marquee Hire	Lancashire Marquee Hire	200.00
355	D/Debit	34	Telephone calls	O2	37.27
356	D/debit	34	Telephone calls	British Telecom	216.78
357	D/debit	34	Internet Line	British Telecom	57.00
358	1332	110	Grant	Friends of St Anne's Arts	1,000.00
359	1333	92	Sign Writing Civic Board	Artline Signs	150.00
360	1334	138	Flags	Flying Colours Flagmakers Ltd	446.95
361	1335	158	Face Painting	Funky Monkey Face Painting	60.00
362	1336	136	Blundell Road - development	Jewson Ltd	36.00
363-66	1337-40	10	Salaries	Salaries	4,037.21
367	1341	10	Tax and NI	HM Revenue	1,149.47
368	D/Debit	10	Superannuation - March	Lancashire County Council	858.02

Voucher	Cheque No	Code	Name	Supplier	Total
369	1342	155	Neighbourhood Plan	Keith Reed Ltd	5,000.00
370	1343	150	Allotment Deposit and rent Refund	Mrs B Fielding	40.98
371	1344	153	Shepherd Road - Development	DR Design	237.60
372	1344	37	Business cards	DR Design	156.00
373	1345	12	Travelling Expenses	H Kennedy	4.55
374	1346	55	Insurance renewal	Zurich Municipal	1,176.91
375	1347	153	Refund	Ms Robertson	50.00
376	1348	136	Blundell Road Maintenance	S Taylor refund	150.00
<b>Total</b>					<b>£29,483.79</b>

Signed.....

Chairman  
20<sup>th</sup> May 2014