

ST ANNE'S ON THE SEA TOWN COUNCIL

Minutes of the Council Meeting held on 22nd September 2020, 7.00pm via the conferencing app Zoom

Present: Councillors Gardner, Green, G Harrison, J Harrison, K Harrison, Jacques, Lanyon, Little, Settle, Small, Trudgill.

Officers: Town Clerk Kevin Martin. Deputy Clerk Sarah Dunn, RFO John Nightingale and TEPO Darrel Treece-Birch

Members of the public: 0

The Chairman opened the meeting and asked all Councillors to observe our standing orders and use Zoom etiquette as regards asking to speak, muting their speakers, showing their hands when voting and not allowing themselves to be distracted.

217/20 CHANGE OF COUNCIL MEETING START TIME

AFTER BEING PROPOSED AND SECONDED IT WAS RESOLVED

That due to no members of the public attending recent Council meetings via Zoom, Council meetings from November 2020 would start at 6.45 instead of 7 pm. Public participation could take place first if any members of the public wished to speak.

Voting 11 for; 0 against; 0 abstentions

218/20 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Willder which were acceptable to the Clerk.

Council resolved to accept the apologies Voting 11 for; 0 against; 0 abstentions

219/20 DECLARATIONS OF INTEREST

There were no declarations of interest or requests for dispensations

220/20 MINUTES OF PREVIOUS MEETING

AFTER BEING PROPOSED AND SECONDED IT WAS RESOLVED

That the minutes of the meeting held on 14th July 2020 be agreed as a true record of the meeting. Voting 11 for; 0 against; 0 abstentions

221/20 CLERK'S PROBATIONARY PERIOD

AFTER BEING PROPOSED AND SECONDED IT WAS RESOLVED

That the Town Clerk had satisfactorily completed his probationary period. Voting 11 for; 0 against; 0 abstentions

222/20 PAY AWARD

The pay award agreed by the National Joint Council to all officers was noted.

Signed as a true and correct record

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223/20 MINUTES

The minutes of the Planning Meetings held on 16th July and 20th August were noted.

The minutes of the Policy & Resources Meeting held on 18th August were noted.

Councillor Little added that regarding Lytham St. Anne's Radio, it was looking unlikely that premises were going to be in St. Anne's.

224/20 FINANCE MATTERS

The quarterly income and expenditure report for the period 1st July to 14th September 2020 were received and noted.

The RFO added that currently spending will come in under budget this year and the budget will be looked at in October 2020.

225/20 ACCOUNTS

The schedule of payments (greater than £300) totalling £6711,27 covering the period 2nd July to 14th September 2020 was received.

AFTER BEING PROPOSED AND SECONDED IT WAS RESOLVED

That the payments list be approved. Voting 11 for; 0 against; 0 abstentions

226/20 SCHEME OF DELEGATION

AFTER BEING PROPOSED AND SECONDED IT WAS RESOLVED

That the Clerk has delegated authority to agree funding for community support events of up to £250 from a budget of £2,000.

227/20 STRATEGY DAY

The Chairman reported that due to new Covid-19 restrictions on groups meeting, regrettably the Strategy Away Day planned for 30th September could not take place as a physical meeting. Other ways would be looked at so that a strategic direction could be agreed especially with a possibility of the Combined Authority going ahead. This could include further use of Zoom meetings, identifying the top 10 issues, assigning emerging issues with the appropriate committees and drafting a questionnaire including space for comments.

The Clerk agreed to draw up a questionnaire.

228/20 CHRISTMAS LIGHTS SWITCH ON

A Zoom meeting of the Working Party took place on 22nd September. An officer from Fylde Council was also present to give the latest advice on what is allowed, with the following outcomes being clarified:

The event has to be virtual, no big screen is allowed and no other event can take place at the same time so that crowds are not encouraged.

Music can be broadcast around the town centre subject to the usual licensing considerations.

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A road closure can be requested e.g. if a market is permitted but at this time it is not known if it would be allowed due to the risk of crowds gathering.

Business video messages via social media will be arranged and the Town Council officers will liaise as necessary to arrange this.

The domes can be used for Covid-compliant activities subject to guidelines and pre-approval.

A further meeting is planned for 23rd September so that the options of broadcasted music can be explored subject to cost and feasibility.

IT WAS RESOLVED

- a) **That the PA system proposal be cancelled due to the excessive costs quoted.**
- b) **The budget be increased from £2250 to £7250 with any expenditure managed by the Christmas Event Working Party group and in line with the type and size of the event.**

Voting 11 for; 0 against; 0 abstentions

229/20 SATC WEBSITE REVAMP UPDATE

The RFO advised that work to become compliant with WCAG requirements was almost complete and was on schedule. Training would be provided to officers so that further publishing to the website met the WCAG 2.1 standard guidelines.

The report was noted.

230/20 USE OF DOMES, AMPHITHEATRE AND BANDSTAND

The TEPO advised that he now had keys for access to power in the amphitheatre (Performance Arts Arena), the bandstand and the domes excepting the dome nearest Subway which supplies power to an emergency defibrillator.

He had facilitated the successful Arts & Crafts weekend displays featuring members of the Hive arts community. As a result Hive have expressed an interest in returning for the Halloween weekend and Fylde Council have agreed to this as things stand.

Clarification was requested by Councillors in relation to charges for use of the domes.

*Please see the note at end of these minutes.

231/20 PRINCIPAL AUTHORITY UPDATES

There were no updates to report.

232/20 OUTSIDE BODIES

There were no updates to report.

233/20 COMBINED AUTHORITY FOR LANCASHIRE

The Deputy Clerk had provided a report summarising a recent webinar, also attended by several Town Councillors, in which a case for a Combined Authority had been made and viewpoints given by representatives from areas such as Liverpool and Cambridge / Peterborough who are now part of a combined authority.

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The webinar notes were circulated to all Town Councillors as was a paper published by Lancashire County Council. The paper outlined suggested new unitary areas which might be established, with St. Anne's being in the Northwest Lancashire unitary.

A proposed date of April 2023 is being discussed and inevitably further discussions will take place. Councillors are asked to provide feedback to the Town Council as it becomes available. Officers will also be monitoring the situation.

The report was noted.

234/20 TOWN CENTRE ST. ANNE'S SUB-GROUP MEETING

The Deputy Clerk had attended two recent meetings of the sub-group including a walk around the town centre led by Mark Evans, to discuss key points and developments in the area.

She noted that the Wood Street car park works are to be completed imminently and that a digital display sign is planned for the town centre, for information about events. The Pier-Link project is subject to agreement on the traffic flow and pavement widening considerations. The condition of some upper buildings above shop frontage is an ongoing concern and further liaison is required with building owners to address some of the issues.

A further round of the Future High Streets Fund is widely anticipated but due to the impact of Covid-19 on the whole of the UK, St. Anne's may not meet the criteria once that is defined. In the meantime it is proposed that a Town Centre Health Check Is conducted to identify areas of focus. This Health Check is similar to the one undertaken at Kirkham prior to regeneration ongoing there.

Funding for a Health Check for St. Anne's is subject to approval at Fylde Council.

The Town Clerk has expressed a wish for the Town Council officers to have input into the Health Check where necessary.

The report was noted.

The Chairman added that the Town Council needs to be closely involved to rise to the challenges ahead.

235/20 PROPOSED CHANGES TO THE PLANNING SYSTEM

Chairman of the Planning Committee, Councillor Lanyon commented that the meeting to discuss the Town Council's formal response to the 'Planning for the Future' white paper is scheduled for 5th October. She added that the 84 page white paper outlines how the government proposes to shorten the planning process and that evidence based responses take time to prepare.

Responses to the white paper are due by 29th October.

236/20 CCTV IN ST ANNES

The Town Clerk advised on his recent discussions with officers at Fylde and organisational changes mean the Fylde CCTV provision is now being moved to another service section.

Issues with the St. Anne's CCTV include that it is an analogue system, offers low performance images in darkness and is 3 years past its lifespan. Provision has been made

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by Fylde's capital budget for the current financial year however investment in new poles and connections are needed to improve capacity.

A visit to the CCTV suite has been offered by Fylde but due to Covid-19 is impractical at the moment.

The report was noted.

MATTERS TO BE CONSIDERED IN PRIVATE SESSION

IT WAS RESOLVED:

That, under the Public Bodies (Admissions to Meetings) Act 1960, the public be excluded on 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:

237/20 PROPOSED AMENDMENTS TO JOB DESCRIPTION FOR THE DEPUTY CLERK

AFTER BEING PROPOSED AND SECONDED IT WAS RESOLVED

That the changes to the officer's job description and title were approved subject to three amendments.

Voting: 11 for; 0 against; 0 abstentions.

There being no further business the meeting closed at 8.25 pm.

*Pertaining to item 5.10, the TEPO obtained the following clarification from Fylde Council as requested by Councillors:

- We do not need to charge 'approved users' for the domes.
- We are allowed to have 'approved users' selling in the domes.
- We cannot have users that sell food & drink.
- We cannot have users that promote a political agenda.
- We cannot have any 'hard' selling, pushy sales techniques etc
- These one time users would not need annual licences for 'selling items'. Individual applications however will be scrutinized if they appear to be more commercial in nature.
- Duplication rules of business type applies to the immediate vicinity (adjacent/opposite), e.g. if the products replicated can't be immediately seen then it is fine.

238/20 DATE AND TIME OF NEXT MEETING

The next meeting will be on **Tuesday 17th November 2020 at 7 pm**. The meeting will be via the Zoom conferencing app.

Signed as a true and correct record

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Chairman 17th November 2020