



Fleetwood Town Council

Onward to a Better Future

THE MINUTES OF THE MEETING OF FLEETWOOD TOWN COUNCIL HELD ON
28th FEBRUARY 2017
AT THE NORTH EUSTON HOTEL, FLEETWOOD 7p.m.

Present: Cllrs. T. Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, P. Tilling, C. Raynor, R. Hewitt, E. Anderton.

Also present: Clerk to the Town Council, Community Development officer, 2x Wyre Council officers from the Engagement team, and up to 26 members of the public were present.

The meeting was opened by the Chairman, Cllr. Rogers, who welcomed everyone to the meeting.

2207 APOLOGIES FOR ABSENCE

Cllrs. E and B Stephenson, Glasgow, Taylor and McLaughlan - apologies accepted.

2208 PROPOSAL UNDER SECTION 72 OF THE LOCAL GOVERNMENT ACT, AND THE CODE OF CONDUCT ACCEPTED BY FLEETWOOD TOWN COUNCIL, THAT A MEMBER OF THIS COUNCIL NOT BE HEARD, DUE TO INHERENT RISK OF STAFF AND MEMBERS BEING BROUGHT INTO DIS-REPUTE AT A LAWFUL PUBLIC MEETING.

Cllr Rogers paraphrased the Town Council standing orders in respect of disorderly conduct and referred to the Code of conduct. A proposal was made under the codes for Cllr Hewitt not to be heard. Proposed by Cllr Rogers, seconded: Cllr Stirzaker. For: 4. against: 0. Abstentions: 3. **Approved.**

2209 MINUTES OF THE MEETING ON 31 JANUARY 2017

Accepted with no amendments.

2210 TO ACCEPT THE COMMUNITY POLICING REPORT OF 31 JANUARY 2017

Accepted. Cllr Rogers expressed disappointment that the Community Policing team did not send a representative and told the meeting it was important they were involved. He will contact them prior to the next meetings. (The timetable for this year's meetings has been e-mailed to the community policing Sergeant)

2211 DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS.

None recorded

2212 OTHER INTERESTS FROM MEMBERS IN ANY ITEM TO BE DISCUSSED.

Cllrs Stirzaker and Raynor declared membership of the Fleetwood Carnival Committee

Cllr Rogers gave advance notice of his membership on the board of trustees for Fleetwood Museum, which will come into effect once the lease is signed.

2213 CHAIRMAN'S VERBAL REPORT (FOR INFORMATION ONLY).

Councillors

T. Rogers (Chairman)
T. Taylor
N. Stuchfield

E. Anderton
C. McLaughlan
C. Raynor

M. Barrowclough
B. Stephenson
P. Tilling

B. Glasgow
E. Stephenson

R. Hewitt
M. Stirzaker



Several meetings with the Museum Trustees and management have taken place. Pleased to report that it should only be a matter of weeks before the lease can be signed. Cllr Rogers thanked trustees, elected members and officers for all their hard work over the last year.

Guest speakers from Wyre Council were introduced and welcomed (see item 2217)

2214 CLERK'S VERBAL REPORT (FOR INFORMATION ONLY).

Receipt and acting on post and emails received - average 20 per day, Phone calls in / out / Delivery of Meeting Packs/update of noticeboards.

Attended Society of Local Council Clerks (SLCC) meeting at Garstang on 2nd February.

Assisted a resident of Laurel Ave (Regenda property) when the timetable for re-fitting her kitchen was halted leaving her and 16 year old daughter without cooking facilities, uncleared rubbish and exposed electrics. Contacted Regenda who got an area manager on the case.

Agenda and meeting pack prepared for tonight.

Arranged 2 additional quotes for building repairs to 122 Poulton Rd – see separate agenda item.

Purchased key safe, lockable cash box, printer cartridges, new keyboard, MS Publisher software for CDO, and office bathroom and stationery supplies – as itemized on information sheet.

2 Hours training undertaken with Former Clerk to complete Quarter 3 financial report (6 hours in total) – separate Agenda item.

Bank Reconciliation report completed – separate agenda item.

Ongoing liaison with HSBC to provide flexible banking to improve efficiencies in payment and council management – meeting on 8/2/17. – Separate agenda item for Council to consider and approve account management arrangements.

Financial regulations document revised in line with new account proposals – separate agenda item.

Revised Terms of Reference drafted for continued CAB occupation of 122 Poulton Rd and contributions to office costs – separate agenda item.

CAB billed for their contribution to cleaning charges for 122 Poulton Rd up to the end of January 2018.

Ongoing discussions the Insurance Broker Zurich/Museum Trust chairman and museum manager regarding insurance for the Museum as we cannot progress with taking over the lease without insurance in place (LCC will cancel their existing policy which covers multiple properties).

Contacted 3 local double glazing companies for quotes to replace the 2 windows on the upper front elevation of 122 Poulton Rd. To be presented for discussion at the March meeting.

2215 CDO'S VERBAL REPORT (FOR INFORMATION ONLY)

Financial Health and Wellbeing Meeting: I attended a meeting delivered by Regenda to discuss the main financial issues that affect the residents of Fleetwood. The top three are:

- High interest lending is very prominent e.g. weekly payment stores, door step lenders, loan sharks
- Local food bank (currently run by Emmanuel Church at the Mount is only open 1 day a week between 10am – 2.30pm
- Lack of local support for financially excluded people and those in difficulty – CAB only available to provide drop in advice sessions 2 days a week due to lack of funding.



A working group is being formed to produce some creative ideas for tackling these issues under the banner of 'Creative Credit'. Regenda Homes will project manage the project but they are inviting any partners/individuals to get in touch if they are interested in shaping or delivering the project. It is proposed that pupils from Fleetwood High School will be working with a theatre company called 'Tramshed' who will work with young people to deliver a performance that reflects the impact of non-affordable lending on families. If you want to be involved please leave your contact details at the end of the meeting.

NCI tour

Following the visit that I arranged for a tour of Rossall Point, David Croall from the National Coastwatch Institute would like to formally thank the councillors who visited the tower at Rossall Point on the 11th February, he hopes that everyone found it informative and learnt all about what National Coastwatch do. He mentioned that it was clearly evident to the watchkeepers on duty that the councillors shared a keen interest and concern in the welfare and safety of all users of the coastal area around Fleetwood, and knowing that they have the support of Fleetwood Town Council is a great reassurance to their volunteers. The visit has been featured on our website <http://www.ncirossallpoint.co.uk/latest-news/>

Festive Lights Committee Meeting.

I attended the first Festive Lights Committee meeting on 13/2/17

I would like to formally thank Lee Clothier from Blachere who delivered a presentation on how we can improve the lights for Fleetwood this year. The committee have requested I obtain quotes from Blachere and two other companies for a decision to be made and the next meeting on 14th March.

Allotment inspection – Thankyou to Cllrs. McLaughlan and Hewitt for attending the allotment site this month to carry out the inspection. It has been reported that security is a problem following two break ins in a short space of time. I have been in touch with the police and we are currently looking at ways to improve the security of the site.

Health Create – Walk around and follow up meeting/visit to Stoke.

I am pleased to report that the walk around with the C2 team from Stoke on went well and the group have been invited across to Stoke to talk to residents about the success of the project there. This asset based approach has been instrumental in creating a stronger more cohesive community making the most of their buildings and open spaces.

The visit is to take place on 28th March – and a further meeting will take place to look at how we mirror the project in Fleetwood.

I will report back with the progress at a future meeting.

Intercepted Food Club

Councillor Raynor and myself will be visiting a Preston based charity Fair and Share later this week, to find out about how to save good food that is destined for waste ends up being used by charities and community groups who transform it into nutritious meals for vulnerable people.

Deborah Finn from Lancaster's Intercepted food club will be meeting us there to explain how the food from Fair and Share ends up as a delicious meal for people who have fallen on hard times.

The club has a wide range of members "We have a wide range of members at the moment – people who have to watch their budgets, people interested in food waste, but the rule remains the same. "We must pay our £2 subs, and join in with the meetings. The club is about community building, rather than self-interest."

We are hopeful that the visit will inform us how to replicate this model or deliver something similar in Fleetwood... I will report back at a later date with our findings.



2216 WARD REPORTS (TO INCLUDE COUNCILLOR'S REPORTS, FOR INFORMATION ONLY).

Cllr Stirzaker (St Wulstans)

Attended Back on Track meeting – the diesel engine is out to be welded, there is a Facebook page if anyone would like to take a look. There was a break in on the NPL site but nothing is missing. Attended Festive Lights and Fleetwood Carnival committee meetings – asked if anyone was interested the Carnival committee are looking for volunteers to dress the floats (date of the Carnival is 17.6.17). Attended a fund raising quiz night and will report on the amount raised at the next meeting. Supported a local single mother with housing problems, with a successful outcome.

Cllr Raynor (Pharos)

Attended Healthier Fleetwood, Festive Lights, Back on Track and Carnival Committee meetings. Reported fly tipping and discarded drug paraphernalia in various places around the ward. This is an ongoing problem and Wyre Council waste management/street scene teams are aware. Put 2 residents in touch with the local MPs office regarding benefits problems. Accompanied Cllr Beavers on a residents visit where repairs are not being done by the landlord. Had discussions with management at the YMCA about a notice board on the coast side of the building warning of dangers on the beach – seeking funding.

Cllr Barrowclough (Rossall)

Advised the Council of the recent social media issue he had been involved in, his comments were made in jest and not representative OF Fleetwood Town Council. He has made statements to the press and apologised for any problems this may have caused his fellow councillors. Attended the Festive Lights meeting and went on the tour of the coastguard station.

Cllr Tilling (Mount)

Attended Coastguard tour, the Festive Lights meeting and carried out a Ward walk meeting families. Attended a governors training session with Larkholme Primary. Went on the Healthy living walk in Warren ward, and attended the Museum businesses open day on 18th February. Helped a local family with damp issues with their private landlord.

Cllr Hewitt (Mount) – written report submitted xxxx

Cllr Anderton (Warren)

Attended Festive lights meeting and the coastguard tour – fantastic work being done here by all the volunteers, and offered congratulations on their recent volunteering award. Was part of the judging team for the Carnival Queen competition. Attended the 35th Annual Beer festival at the Marine Hall. Met with Cllr Tilling and devised a plan of action to progress the skate bowl development – liaising with Wyre Council on next steps. Reported that Rossall Point webcam is operational again. Liaising with Wyre Council over that broken intercom at NCI at the tower – important to fix this as they hold a defibrillator there. Has requested a SPID via Cllr Beavers for Shakespeare Rd, following residents complaints. Advised there was a mayoral charity concert on 10th March at Thornton Little Theatre – tickets available after the meeting. Has reported untidiness of the pier site to Wyre Estates team.

Cllr Stuchfield (Warren)

Attended Fleetwood Community Trust (FCT) meeting, Sea cadet meeting and Healthier Fleetwood walk-about. FCT are happy to continue with work on Venture in Fleetwood and sea-front initiatives (traditional paddling pool), but need more members. Attended Fleetwood back on Track meeting – issues arose around up to date maps for electric cabling – new member is in discussion with PWRS to resolve the situation. There has been a theft of a newly planted flowers and a tree – speaking with Cllr Barrowclough about CCTV signs. Attended PWRS meeting – Network Rail are impressed with the work done so far and are surveying the area to identify sleeper and rail track replacements needed. Will be meeting with Lisa Bennet to discuss a new venture related to the 6 areas identified by the Healthier Fleetwood group.



2217 Adjournment to allow public participation

a) NEIGHBOURHOOD POLICING TEAM REPORT.

No members of the team attended and no report was provided

b) PRESENTATION: "TOGETHER WE MAKE A DIFFERENCE NETWORK"- SARA ORDONEZ AND SHELLEY BIRCH (WYRE COUNCIL)

The Together we make a Difference Network is intended to be a flexible partnership, co-ordinated by Wyre Council officers, with a community focussed approach. The Wyre Communications team will receive referrals from Councillors, Officers, Agencies and Community Groups (not individual members of the public due to resource constraints). Referrals can be made using an online form on Wyre Councils website, and will be assessed and scoped – with priority being given to those with the most beneficial impact on the community. Wyre will work with those groups with successful referrals, offering co-ordination and liaison services and assisting in identifying and applying for funding streams. Fleetwood Town Council is the first local council the team have presented to – and they will be visiting other parts of the borough in the next few weeks. It was emphasised that this is a borough-wide partnership.

In response to questions from Councillors and the public on the topics of CCTV, Fly tipping, brown signage, the Pier and bin collections, Sara and Shelley advised that they were not at the point where they could definitely state what kind of problems the Network would be able to help with, however each referral would be assessed on its merits. If not accepted the Network would still make every effort to provide advice and sign-post to other agencies that may be able to assist. The Presenters confirmed that acceptance of referrals would NOT be dependent on Cabinet approval and there was no set criteria.

PUBLIC QUESTIONS

MOP asked if there would be new projects/funding under the Team Fleetwood banner. Cllr Rogers advised that practically everything the Council got involved with or funded was working towards Team Fleetwood's aims and objectives. He understood that timescales may take some time, but results should be seen soon. He is considering a public event to generate new ideas for initiatives and projects.

MOP asked Cllr Barrowclough why there could not be a SPIDs on Abbots Walk – Cllr Barrowclough agreed there should be one, however LCC Highways had advised the lampposts were not suitable.

MOP stated that the overzealous traffic warden activity during the recent NW Rally event was putting off visitors from other parts of the country, whilst ignoring more long term parking problems such as that on Copse Rd. Councillors agreed the policy overall in Fleetwood was far from satisfactory – especially the complete lack of any restriction on Adelaide St, however it was pointed out that there was some irresponsible parking at the Rally event which could have put other road users at risk.

MOP asked about having more brown tourist signs beyond the Freeport area to direct visitors to other attractions further along the Esplanade. Cllr Stirzaker and the Community Development officer are already looking into this as it is something the Town Council may be able to arrange and fund.

To reconvene the meeting.

2218 REVIEW AND APPROVE THE INTERIM AUDIT AND BANK RECONCILIATIONS UP TO 16 FEBRUARY 2017

Approved (7 for, 1 against)



- 221** REVIEW AND APPROVE THE QUARTER 3 FINANCIAL FIGURES
A question asked prior to the meeting by Cllr Hewitt was accepted, and advised that the clerk would make a written response in 5 working days.
Approved (7 for, 1 against)
- 2220** TO DISCUSS AND APPROVE A PROPOSAL TO TRANSFER £20,000 TO THE COMMUNITY PROJECTS FUND
Cllr Rogers advised this was a flexible transfer to bolster the funds available for a potential improvement to the Festive Lights display. Cllr Stuchfield asked if this would be made available for other projects if it didn't go towards Festive Lights. Cllr Rogers confirmed this would be an option if the council decided so. Cllr Anderton asked if the funds would be transferred from the HSBC reserve account – Cllr Rogers confirmed this.
Approved (7 for, 1 against)
- 2221** TO NOTE AND APPROVE A PROPOSAL TO MOVE THE CURRENT ACCOUNT FROM SANTANDER TO HSBC AND AGREE LIMITS FOR ONLINE AND DEBIT CARD TRANSACTIONS.
The clerk presented the details of the proposed new account as included in the information pack. The new account will have facilities for a debit card, internet banking and bank transfers. Monthly fees are £5.50 fixed, and free for the first year. If approved a meeting will take place with the HSBC business manager on 8/3/17 and the new account set up. It was resolved to approve this item – 8 for, 0 against.
- 2222** TO NOTE AND APPROVE THE REVISED FINANCIAL REGULATIONS
It was resolved to approve the revised Financial Regulations in light of the proposed, and approved new bank account. 8 for, 0 against.
- 2223** TO PERFORM AN ANNUAL REVIEW OF THE INTERNAL CONTROLS DOCUMENT AND AGREE ANY AMENDMENTS TO BE MADE.
It was resolved to approve the document with amendments to 8.1, 8.2 and 8.3, and a minor typo at 11.1 to reflect the new banking arrangements. 8 for, 0 against.
- 2224** TO PERFORM AN ANNUAL REVIEW OF THE RISK MANAGEMENT PLAN AND AGREE ANY AMENDMENTS TO BE MADE.
No changes identified. Approved, 7 for, 1 abstention.
- 2225** TO PERFORM AN ANNUAL REVIEW THE RISK MANAGEMENT REGISTER AND AGREE ANY AMENDMENTS TO BE MADE.
It was resolved to approve the document with amendments to part 7, personal security. 8 for, 0 against.
- 2226** TO PERFORM AN ANNUAL REVIEW OF THE ASSETS SCHEDULE AND APPROVE ANY AMENDMENTS MADE
It was resolved to approve the document with the addition of the key safe, Gazebo and 2x trestle tables. 8 for, 0 against.
- 2227** TO DISCUSS, AMEND AS REQUIRED, AND APPROVE THE TERMS OF REFERENCE FOR CONTINUED CAB CONTRIBUTIONS TO RUNNING COSTS 122 POULTON RD.
It was resolved to approve the proposal and send it to the CAB area manager for agreement. 8 for, 0 against.
- 2228** TO APPROVE THE PRODUCTION OF A CHEQUE FOR PAYMENT OF THE £66,000 FOR THE FINANCIAL YEAR 2016/17.
This item is put forward to support the issuing of the grant to Fleetwood Museum once the lease is signed - it was resolved to approve, 7 for, 1 against.



2229 TO DISCUSS/AMEND AND APPROVED REVISED TERMS OF REFERENCE FOR THE FINANCING OF FLEETWOOD MUSEUM.

It was resolved to approve the revised terms of reference. 7 for, 1 abstention.

2230 TO DISCUSS AND APPROVE ONE OF THREE ATTACHED QUOTES FOR ESSENTIAL MAINTENANCE AND REPAIR OF 122 POULTON RD

Cllr Rogers advised the Council that the building was now reaching a state of dis-repair where it was essential to carry out maintenance before costs increased. 3 quotes were requested and the 3 different local contractors attended the office to survey the work on the 9th and 10th of February. Despite several reminders, one of the companies failed to submit their quote in time for the meeting so the Council were asked if they were willing to select from the 2 quotes received. It was agreed that if any issues came to lights during the building works that would increase costs the matter would be put back before full council. It was resolved to offer the work to Cre8builders and send thanks to the other contractor for their professional and detailed quote. Approved, 7 for, 1 abstention.

2231 TO DISCUSS AND APPROVE THE FUNDING OF TRAINING FOR NEW COUNCILLORS AND THE CLERK

- Certificate in local Council Administration (CILCA), £250.00 registration fee and £150 for a six part course.(Clerk only). Total £400.00
- New Councillors and Clerks workshop. 2 workshops at £63.00 for Clerk, Cllr Tilling and Cllr Raynor = £ 189.00

Note – the £250 registration fee for the CiLCA course only becomes payable once the first training session has taken place. Approved, 8 for 0 against.

2232 TO DISCUSS AND APPROVE THE REVISED APPLICATION FOR GRANT AID FROM THE FLEETWOOD CARNIVAL COMMITTEE FOR ASSISTANCE WITH THE 2017 CARNIVAL.

It was resolved to approve the grant of £1422.00, 8 for, none against. The Council are all supportive of the local carnival and its ongoing tradition.

2233 TO DISCUSS AND APPROVE THE APPLICATION FOR GRANT AID FROM CITIZENS ADVICE (LANCASHIRE WEST)

The venue for this initiative is not yet agreed, however CAB are in contact with the Barrage group regarding possible use of their offices on Lord St. It was resolved to approve the grant for £2000 (8 for, 0 against) **with the caveat that full receipts are provided by the applicant, itemising expenditure against the grant amount.**

2234 TO DISCUSS AND APPROVE THE MAINTENANCE AND UPKEEP OF THE FISHING HERITAGE ITEMS WITHIN FY7

The proposal was supported in principle, however before full agreement the Clerk was tasked with liaising with the preservation group and making enquiries with the Councils insurer regarding public liability cover. The items will also need inventorying for inclusion on the asset register. To be included as an early item in the March agenda.

2235 TO DISCUSS AND APPROVE A PROPOSAL TO INTRODUCE A SUMMER RECESS (CANCEL THE AUGUST MEETING)OF FULL COUNCIL BUSINESS.

It was resolved to approve this item on a trial basis for 2017 and review in September. 8 for, 0 against.



- 2236** TO DISCUSS AND APPROVE THE PROVISION OF BUSINESS CARDS FOR COUNCILLORS
It was resolved to approve this item (8 for, 0 against), with the clerk to request Councillors to provide details for business cards, and to obtain a quote from the company that provided the CDO's cards last year.
- 2237** TO DISCUSS THE PIER SITE LEASE.
Cllr Anderton introduced this item and advised the Council that the new application had no significant changes (site plans and elevations were on display). The Council were asked to discuss and approve the draft objection suggested. It was resolved to approve the draft objection and for the clerk to submit to Wyre Council, 8 for, 0 against. Letter of objection submitted by-email 1.3.17
- 2238** TO DISCUSS REPORT OF BREAK IN AT THE FTC ALLOTMENTS
An e-mail from the leaseholder of plot 11 was received detailing the incident. It has been reported to the Police who logged it and closed the incident as there were no lines of enquiry to follow. There is conflicting evidence about the point of ingress – front gate or rear of allotment. The CDO has received advance notice and is currently obtaining quotes for additional boundary/gate security which is likely to be costly. To be submitted for consideration at a future meeting.
- 2239** TO NOTE PLANNING APPLICATIONS CONSIDERED BY MEMBERS AND AGREE ANY ACTION TO BE TAKEN
The planning applications were duly noted – the pier site has already been discussed, and Cllr Anderton encouraged members of the public and fellow councillors to put in objections and make their views known.
- 2240** TO RECEIVE ITEMS FOR INFORMATION AND ITEMS FOR INCLUSION IN THE NEXT AGENDA
The clerk to ensure Public Participation (part 2) is included in the next agenda.
- 2241** IT WAS RESOLVED TO APPROVE ALL ACCOUNTS FOR PAYMENT AS INCLUDED WITHIN THE INFORMATION PACK AS FOLLOWS:-

Travel expenses for Clerk – meeting at Garstang Country Hotel on 2/2/17. Start mileage 20822. End mileage 20853. Total 31 miles @ 44 p a mile standard rate.	£13.64
Clerk salary for February 2017 (NET)	£1,302.67
Community Development Officer salary for February 2017 (NET)	£952.76
HM Revenue & Customs PAYE for February 2017	£464.86
Ex – gratia payment to M Hargreaves for 4 training hours @ £12.440 (NET)	£39.96
J W Fish Festive Lights supplies	£9.56
Blackpool Council Traffic management for Festive Lights	£390.00
Ribble Valley Building Services – fire extinguisher service charge for 122 Poulton Rd.	£51.84
Lighthouse Stationery – meeting packs and Agendas	£50.40
Enviroguard (Pest control)	£51.96
Lancashire Association of Local Councils (LALC) Annual Subscription	£1716.07
CILCA (6 part course) Clerks training fees	£150.00
New Councillors and Clerk training: 2 part workshop x 3	£189.00



**2242 Date and venue of the next meetings: Annual Town Hall Public meeting on Tuesday 14th March 2017 at the North Euston Hotel, 7pm.
And:
The next full Council meeting on Tuesday 28th March 2017 at the North Euston Hotel, 7pm.**

The meeting closed at 9.30 p.m.

Signed

Dated