



Fleetwood Town Council

Onward to a Better Future

**You are summoned to attend the
Annual Town Meeting AND Full Council Meeting
of the Town Council on Tuesday 13th March 2018
At the North Euston Hotel Fleetwood at 7 p.m.**

AGENDA

- 2596** Opening of the meeting.
- 2597** To accept Apologies for Absence
- 2598** To record Disclosable Pecuniary Interests from members (including their spouses, civil partners or partners) in any item to be discussed. Councillors **MUST NOT** make representations or vote on the matter therein.
- 2599** To record Other (Personal or Prejudicial) Interests from members in any item to be discussed. Councillors should state if they need to bar themselves from discussion and voting on any related matters.
- 2600** To accept the minutes of the meetings of 30th January and 27th February 2018 (enclosed)
- 2601** **OPEN SESSION FOR THE ELECTORATE**
- 2602** Chairman's Report (For information only)
- 2603** Clerks report (For information only)
- 2604** CDO report (For information only)
- 2605** Ward reports (For information only)
- 2606** Neighbourhood police team report
- 2607** Presentation from Cllr Michael Vincent, Wyre Council portfolio holder for Health and Community Engagement.
- 2608** Presentation on the proposed dockside development. Jessica Zhang, Chris Snow, John Woodman, Frank Heald.

Councillors

T Rogers (Chairman) E. Anderton B. Glasgow M. Barrowclough (Vice Chairman) N. Stuchfield M. Stirzaker
P. Tilling C. McLaughlan B. Stephenson E. Stephenson R. Hewitt C. Raynor R. George



- 2609** To consider a resolution to implement the General Power of Competence for FTC (enclosed) – **clerk**
- 2610** To note and approve the proposed amendments to the Allotments policy/rules/tenant’s handbook. To take effect from 12 months after the date of approval – enclosed as a separate document with tracked changes. - **Proposed by the Allotment Working Group.**
- 2611** To note and approve the proposed amendments to the Fleetwood Marsh Nature Park Memorandum of understanding, as e-mailed to councillors on 5th February. If approved, the 12-month pilot partnership to commence with effect from 1st April 2018 (enclosed) – **Fleetwood Marsh working group**
- 2612** To note and approve the annual review of the following documents as part of the standard annual review and for the governance section of the annual audit. (enclosed). Proposed amendments are in **bold and underlined**:
- Internal Control Document (amendments at 8.4, 8.5 and 10.4)
 - Risk Management Plan (amendments at page 2 – quantified risks)
 - Risk management Register (no amendments identified)
 - Schedule of Assets (changes/additions marked with **X**)
- In addition, the following documents also require review prior to 1st April 2018. Due to their size they are available on the council’s website on:
[https://fleetwoodtowncouncil.org/what-we-do/documents-and-publications.](https://fleetwoodtowncouncil.org/what-we-do/documents-and-publications)
- Members are asked to advise the clerk of any requested amendments before the above date.
- Financial Regulations
 - Standing orders
 - Publication scheme
- 2613** To note and approve the Terms of reference and scope of internal audit for 2017-2018. No changes identified from the previous year (enclosed) – **clerk.**
- 2614** To consider adopting the draft business plan as per the clerk’s e-mail of 25th January (*colour copies enclosed*) – **clerk**
- 2615** To ratify the Festive Lights Committee proposal for County Cllr L Beavers to re-join the committee.
- 2616** To ratify the Fleetwood In Bloom Working Group proposal for Cllr Stuchfield to re-join the group.
- 2617** To consider and approve one of 3 quotes from Panther Press for window stickers for In-Bloom sponsor businesses – artwork specification to be agreed by the working



group. If approved to come out of the In-Bloom budget (enclosed) – **FIB working group**

- 2618** To approve payment of £298 to Mr K Blundell for services in splitting allotment plots, re-laying paths, clearing fences and foundations on 20/2/18 (enclosed) – **clerk**
- 2619** To note and approve a quote from Enviroguard for additional pest traps on the allotments, as per the clerk's e-mail to the allotment working group on 24th January (enclosed) - **clerk**
- 2620** To consider and approve a quote of £225.00 (no VAT) to clear the garage and back yard of 122 Poulton Rd of 8 years of accumulated rubbish (*quote and waste carrier licence enclosed*) – **chairman**
- 2621** To consider and approve a budget of no more than £170 (including contingency) for the purchase of materials to maintain the towns large street furniture for the summer events season (quote enclosed). – **Cllr Rogers.**
- 2622** To consider and approve a request from CAB to reduce the utilities contribution at 122 Poulton Rd to 25% (currently 40%) as CAB will be reducing its operating sessions from 9 half days to 5 half days (*enclosed*) – **clerk**
- 2623** To consider a request for ergonomic desk top equipment following a re-organisation of the office space at 122 Poulton Rd and the subsequent DSE workstation assessment (enclosed, and copies of DSE assessment available on request) – **clerk**
- 2624** To consider a proposal to fund the clerk's attendance and travel costs at the SLCC regional training seminar on 27th June. Flat rate cost is £75 plus VAT, however there are early bird discounts available (enclosed) - **clerk**
- 2625** To note planning applications considered by members and agree any action to be taken or response to the planning authority (see attached in pack).
- 2626** To receive items for information and items for inclusion in the next agenda subject to full information being available. Members are reminded that no discussion or decision may be taken.
- 2627** To agree Accounts for Payment, including clerks and CDO salaries– see enclosed information sheet.

The next meeting will be on Tuesday 24th April at the North Euston Hotel at 7pm

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Debra Thornton
Clerk to Fleetwood Town Council