



# Fleetwood Town Council

Onward to a Better Future

**You are summoned to attend the  
Annual Parish Meeting (AGM)  
of the Town Council on Tuesday 29 May 2018  
North Euston Hotel Fleetwood 7 p.m.**

## **AGENDA**

- 2675** Opening of the meeting.
- 2676** To elect a Chairman of the Council.
- 2677** To receive the Chairman's Declaration of Acceptance of Office.
- 2678** To elect a Vice-Chairman of the Council.
- 2679** To accept Apologies for Absence.
- 2680** To appoint representatives to outside bodies. (Current representatives confirmed in 2016 are shown in brackets).
  - a) Wyre Area Committee –(currently Cllrs Hewitt, Barrowclough, Anderton and Rogers)
  - b) Planning Ambassador - 1 representative (currently Cllr Stirzaker)
  - c) Rotary Fireworks (currently CDO, Cllr Stirzaker)
  - d) PWRS (Cllrs Stirzaker and Stuchfield appointed in 2017)
  - e) Shopwatch representatives, and designated roles therein.(Open)
  - f) Fleetwood Museum Trustee (currently Cllr Rogers)
  - g) To nominate a Town Council approved candidate(s) as a trustee for Healthier Fleetwood. Cllr Stuchfield has asked to be considered.

### 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



- 2681** To appoint representatives to Fleetwood Town Council committees and sub-committees
- a) Office Committee (currently Cllrs Rogers, Barrowclough, Stirzaker)
  - b) Review Panel (currently Cllrs Anderton & Stirzaker)
  - c) Grievance Panel (currently Cllrs Rogers, Anderton, Stuchfield & McLaughlan)
  - d) Grievance Appeal Panel (currently Cllrs Barrowclough, Glasgow, B.Stephenson, E Stephenson)
  - e) Festive Lights Committee (currently Cllrs Tilling, Anderton, Raynor, Stirzaker)
- 2682** To appoint representatives to Fleetwood Town Council working parties
- a) Employment Working Party (currently Cllrs Raynor and , Stuchfield)
  - b) Media Working Party (currently Cllrs Stirzaker, Anderton, Raynor)
  - c) Town Plan (Cllrs Anderton, Barrowclough, Rogers).
  - d) Health Working Party (currenty cllrs Raynor and Barrowclough))
  - e) Precept Working Party ONE PER WARD (currently Cllrs Stirzaker, Stuchfield, Barrowclough, Rogers, McLaughlan and Tilling).
  - f) Fleetwood in Bloom (Cllrs Rogers, Stuchfield, Tilling, Stirzaker)
  - g) Team Fleetwood (Cllrs, Rogers, Anderton, Barrowclough)
  - h) Fleetwood Marsh Nature Park (Currently Cllrs George, Anderton, Stirzaker, Stuchfield, E Stephenson, Tilling)
  - i) Allotment Working Group (for discussion – **Chairman**)
- 2683** 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.
- 2684** 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.
- 2685** To accept the minutes of the meetings of 24 April 2018 (enclosed)
- 2686** To note that all councillors and officer’s reports will be submitted in writing from this date forward as agreed at the last meeting. ***To be sent in electronic format to the clerk*** for inclusion in an appendix of the minutes.
- 2687** To summarise and note GDPR guidelines for councillors as issued by e-mail on 17<sup>th</sup> May and included as a paper copy in the meeting pack. **Clerk**



**2688 Adjournment to allow public participation (1).**

- (i) Neighbourhood police team report
- (ii) Presentation on the Beach wheelchair project – Mick Gray, Rotary Club.

**2689 To reconvene the meeting**

**2690** To consider and approve a proposal to fund un-limited free use of the Splash Pad at YMCA Fleetwood for all children resident in Fleetwood for the 2018 summer season, when accompanied by a parent or guardian, on production of proof of address. If approved the subsidy of £2500 to be payable on receipt of invoice from the YMCA.  
**Cllrs George and Rogers**

**2691** To note the final income and expenditure budget monitoring document for the 2017 In-Bloom Project (enclosed).

**2692** To note the final income and expenditure budget monitoring document for the 2017 Festive Lights Project (enclosed).

**2693** To consider an application for grant aid from the Tram Sunday team (enclosed)

**2694** To consider a proposal from Wyre Council Arts and Events development officer to match fund elements of the final homecoming parade. The total amount applied for is £5935.00 (enclosed). **Cllrs Raynor and Stirzaker**

**2695** To consider a proposal from the neighbourhood policing team to allocate a budget of £2175 (which will match the LANPAC grant if approved) to fund the re-launch of the Fleetwood Shop Watch scheme (enclosed). **Cllr Rogers**

**2696** To consider and approve a request for Michael Conn to be ratified as a member of the Festive Lights committee. **Festive Lights committee.**

**2697** To consider and approve an additional budget (general community) for 15 litres wood stain for 16 x benches on Lord St. – the price quoted from Fish's is £64.80 inc. VAT. **Cllr Rogers.**

**2698** To consider and approve a request for additional in-bloom budget for 2x planter boats donated by Farmer Parrs  
Compost = £150.00  
Plants = £280.00  
**Total: £430.00**

**2699** To approve the retrospective purchase (from the main budget) at £28.45 of an additional 2 railing planters to replace those vandalised at Ash St tram stop under the clerks emergency powers. **Clerk**



- 2700** To approve a budget of up to £70.00 for a replacement double handset phone for the office. The answerphone volume mechanism is broken, and the battery in the secondary handset no longer charges. **Clerk**
- 2701** To approve the payment of the following invoices by BANK TRANSFER:
- |  |         |
|--|---------|
| ○ Ribble valley Building Services, Fire Extinguisher service | £51.84  |
| ○ Lexis Nexis – 10 <sup>th</sup> Edition of Arnold Baker     | £60.00  |
| ○ G J Brookes – Allotment Survey                             | £480.00 |
| ○ JW Fish – paint supplies and allotment keys (cheque)       | £242.68 |
| ○ Pro-fix Windows – replacement office front door            | £988.82 |
| ○ Premier Electrical - PAT Testing Invoice                   | £118.80 |
| ○ Wyre council – annual webcam charge                        | £432.00 |
- 2702** To note and approve invoices paid to meet the terms of payment:
- |                                       |          |
|---------------------------------------|----------|
| ○ C-a-solutions, internal audit fee   | £144.00  |
| ○ Roll and Scroll - final poppy bench | £1183.33 |
- 2703** To consider and agree (in principle) the purchase of an additional poppy bench from Roll and Scroll to be placed in the Memorial park if approval is granted by Wyre Council and an appropriate site can be agreed before the end of 2018. **Cllr Hewitt.**
- 2704** As highlighted by Barton Grange Management, road safety for staff is an issue when erecting and taking down the West View roundabout tree. Impact protection vehicles were recommended. However, both RSS and BBC (transport team) have suggested cones and signs as the vehicles are too large and would cause an obstruction. The cones would not constitute a road closure. Both RSS and BBC have quoted £180 per visit (plus VAT) to manage the safety aspect. **Total cost £432.** Festive Lights Committee were asked on 14 May to approve this expenditure address health and safety issues and the council's duty of care to its contractors. The Committee have approved on principle as this is a Health and Safety issue and requested the issue be referred to Fleetwood Town Council to request that the cost be added on to the ring-fenced Christmas Tree budget from the main account. **Festive Lights Committee.**
- 2705** To consider and approve a budget of £170.00 to purchase 30 x flags (15 union jacks and 15 poppy flags – details enclosed) and plastic ties to attach. To be attached to the 30 brackets above businesses on Lord St and Albert St. Flag poles and help to place flags to be sourced. Volunteers will be sought to help make the flags up. **Cllr Rogers.**
- 2706** **Adjournment to allow public participation (2).**
- 2707** **To Reconvene the meeting**



- 2708** To note planning applications considered by members and agree any action to be taken or response to the planning authority (see attached in pack).
- 2709** 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.
- 2710** To agree Accounts for Payment– see enclosed information sheet.
- 2711** To consider and resolve to exclude the public and press under the Public Bodies (Admissions to meetings) Act 1960 and the Data Protection Act 1999, to hear:
1. An item as confidential regarding staff salaries
  2. An item as confidential between councillors
  3. An item as confidential regarding the FTC allotments.

**The next meeting will be on Tuesday 10<sup>th</sup> July at the North Euston Hotel at 7pm**

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Debra Thornton  
Clerk to Fleetwood Town Council



## **CONFIDENTIAL – PRESS AND PUBLIC EXCLUDED**

- 2712** To approve an item relating to the clerk and CDOs salaries as confidential between staff and their employer. **Cllr Rogers**
- 2713** To agree to formal (public) minutes to state for the record that standing order 29 (now re-numbered to standing order 11) has been used inappropriately on 3 previous occasions. **clerk**
- 2714** To consider the provision of an independent mediation day between councillors as recommended by the Wyre Council standards committee on 14 March 2018. **Clerk**
- 2715** To consider a complaint on standards of behaviour in relation to the Larkholme allotments. **Cllr Rogers**