**Minutes of the Annual Parish Meeting (AGM) of the Town Council held on Tuesday 25 May 2021**

 **DRAFT**

**3337 Opening of the meeting.**

The Chairman Mary Stirzaker opened the meeting and welcomed everyone.

 **Those present:**

 Cllrs Stirzaker (Chairman), Raynor (Vice-Chairman), Armstrong, Beavers, Blair, Smith, George, Stephenson, Pilkington, O’Neill and Shewan.

 Clerk Irene Tonge

Members of the Public

**3338** **To elect a Chairman of the Council.**

The presiding Chairman, Cllr Mary Stirzaker has decided to step down for this year and proposed Cllr Cheryl Raynor, the Vice Chairman, to supersede her; this was seconded by Cllr Blair. A show of hands was requested and Cllr Raynor was confirmed as the new Chairman.

**3339** **To receive the Chairman’s Declaration of Acceptance of Office.**

A brief adjournment took place to receive the Chairman’s declaration of acceptance of office and provide relevant information. Cllr Raynor then took the seat as Chairman and gave a vote of thanks to Cllr Stirzaker and all other Cllrs present.

**3340 To elect a Vice-Chairman of the Council**.

The Chairman, Cllr Raynor, proposed Cllr Stirzaker for the Vice Chairman; this was seconded by Cllr Smith.A show of hands was requested and Cllr Stirzaker was confirmed as the new Vice Chairman.

**3341 To receive Vice-Chairman’s Declaration of Acceptance of Office.**

 A brief adjournment took place to receive the Vice Chairman’s declaration of acceptance of office and provide relevant information. Cllr Stirzaker gave a vote of thanks to the Chairman and all other Cllrs present.

**3342 To accept Declarations of Acceptance of Office for Cllr Sean Pilkington and Cllr Tony O’Neill.**

Declarations of the acceptance of office were noted. Chairman asked if they too, could read out their declarations. The Chairman, Vice Chairman and all Cllrs present welcomed Cllrs Pilkington and O’Neill as FTC Councillors for the Rossall Ward.

**3343** **To accept apologies for absence. *Chairman***

Apologies received from Cllrs Crawford and Craig.

**3344 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. *Chairman***

Cllr Maureen Blair disclosed an interest in Item 3351 (Ravenswood Photography).

**3345 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. *Chairman***

 None declared.

**3346** **To accept the minutes of the meetings of 20 April 2021 (enclosed)**. ***Chairman***

The minutes were approved.

**3347** **To appoint a minimum of three signatories to the council’s bank accounts for payment purposes. The signatories must be available to attend the council office the day after a meeting, and on average once a week to authorise Bank Transfers, Debit Card payments and cheque payments (rarely) as appropriate. Signatories will be required to provide photo ID and proof of address, to be recorded as a mandated signatory on the accounts, currently, in addition to the Clerk, is Cllr Stirzaker and Cllr Raynor. *Clerk***

***Recommended that the Chairman is one of these signatories.***

It was resolved to remain with the 3 signatories, those being Irene Tonge (Clerk), Cllrs Raynor and Stirzaker.

 **3548 To adjourn the meeting for a period (1) of public participation.**

 **Please note the Council cannot make any decision on any matter raised which has not already been included on the formal agenda; such items may be considered for future meetings. *Chairman***

The meeting was adjourned.

* Discussion took place regarding the area along the beach were dogs are allowed. Cllrs outlined the areas – one member of the public said that it is confusing and asked if more signs could be used to make it clearer. It was mentioned that the rules are being breached and that there does not appear to be any enforcement officers.

Action Point – CEDO

**3349 To reconvene the meeting. *Chairman***

The meeting was reconvened.

**3350 To note and approve the budget monitoring documents for:**

* **Main Income & Expenditure (enclosed)**
* **Festive Lights Income & Expenditure (enclosed)**
* **FIB Income & Expenditure (enclosed)**
* **Allotments Income & Expenditure (enclosed)**

All budget documents were accepted.

**3351 To consider and approve the payment of the following invoices:**

* **Ravenswood Photography & Media – for photo images for office - £123.25**

**and to approve retrospectively:**

* **Paul’s PC’s – transferring email account - £35.00.**
* **Flowers for HRH Prince Re-imbursement to Cllr Blair - £10.00**
* **Screwfix – Paint for Garage Door - £12.59**
* **Amazon Stationery and Office desk/wall items – total £220.89**

All payments were approved.

**3352 To consider and approve increasing pre-approved powers for the Clerk, for the remainder of the lockdown period, to allow financial transactions of up to £1500.00 and covering, in addition to current list of permissions, anything that requires urgent attention.**

Approved.

**3353 To consider and approve to extend the subsidy for free swimming to all children, all year round. Non-swimmers and children under 8 years will need to be accompanied by an adult – adults will not be subsidised. See email from Stephen Mullins from the YMCA (enclosed).**

 **The cost will be £18k pa - owing to current restrictions it will not be available until the next stage on the Government’s Road Map (21st June), therefore the amount for 21/22 is £13.500.00.**

Approved.

Action Point – Clerk to inform YMCA of approval.

**3354 To consider and approve new Business Cards with new domain email addresses and to authorise the clerk to order from the existing approved supplier (Panther Press).** ***Clerk***

Approved.

Action Point – Clerk to place order.

**3355** **To consider and approve if Cllrs home addresses should remain in the Public Domain. *Chairman***

Discussion took place, following which it was resolved that only telephone numbers and email addresses should be posted in public places/platforms.

 Action Point – CEDO to check Website, Notice Boards and SM.

**3356 Adjournment to allow public participation (2). *Chairman***

The meeting was adjourned. No questions

**3357 To Reconvene the meeting. *Chairman***

The meeting was reconvened.

**3358** **To note planning applications considered by members and agree any action to be taken or responses to the planning authority (enclosed).** ***Chairman***

Noted – no actions or responses required.

**3359 To note Temporary Prohibition Orders and agree any action to be taken or responses to LCC (enclosed).** ***Chairman***

Noted – no actions or responses required.

**3360 To approve accounts for payment, including May salaries - see information sheet on page 2.**

Accounts and Salary payments approved.

**3361 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.** ***Chairman***

The items tabled for the planned meeting on 18th  (Cancelled), which were not included for this meeting will be re-tabled.

 Action Point - Clerk

**The next meeting will be on Tuesday 27th July at the North Euston Hotel at 7pm**