**Minutes of the**

**Annual Parish Meeting (AGM)**

**of the Town Council held on Tuesday 23 May 2023**

**North Euston Hotel Fleetwood 7:00 p.m.**

Irene Tonge (Clerk and RFO) – Signature: ……………………….

**Minutes**

DRAFT

**3818** **Opening of the meeting.**

Cllr C Raynor opened the meeting at 7.00pm and welcomed all in attendance. She asked us to note one of the new Cllr’s is expected but is running late, however, she will proceed.

She wanted to bring a couple of things to the attention of the meeting:

1. As there are 6 Grant Aid applications on the agenda tonight, she wanted to remind everyone, and for the benefit of the new Cllrs, that we need to be mindful of the community GA budget, when considering and awarding these grants; the budget for this financial Year is £26k.

2. The Clerk will be recording the meeting for the minutes.

**3819** **To elect a Chairman of the Council - Presided over by Cheryl Raynor.**

The Chairman stepped down and the Vice-chairman Cllr Stirzaker proposed that Cllr Cheryl Raynor be re-elected; Cllr Beavers seconded the proposal, Cllr C Raynor then left the room whilst a vote could take place.

The Vice Chair asked for any other nominations, which there were none; the vote took place by show of hands - unanimous. Cllr C Raynor returned to the room and read out the Declaration of Acceptance of Office, signed and dated it, which was witnessed by all in attendance.

**3820** **To receive the Chairman’s Declaration of Acceptance of Office.**

 The clerk received and accepted the Chairman’s Declaration of Acceptance of Office by countersigning and dating it.

**3821 To elect a Vice-Chairman of the Council**. ***Chairman***

The Chairman asked if there are any nominations for Vice-Chairman - Cllr Beavers nominated Cllr Stirzaker and Cllr R Raynor seconded this. Cllr Nicholson asked if one could self-nominate and Chairman responded yes; Cllr Nicholson then proposed herself and Cllr Kuruvakadua seconded.

Chairman confirmed members would need to go to a secret ballot and asked CEDO

to act as teller; the ballot took place and the votes were counted – the CEDO handed them to the clerk who then announced that Cllr Stirzaker was successful with the most votes and so re-elected as Vice- Chairman; Cllr Stirzaker read out the Declaration of Acceptance of Office, signed and dated it, which was witnessed by all in attendance.

**3822 To receive Vice-Chairman’s Declaration of Acceptance of Office.**

The clerk received and accepted the Vice-Chairman’s Declaration of Acceptance of Office by countersigning and dating it.

**3823 To note, following the recent Elections, the Clerk has accepted Declarations of Acceptance of Office for Cllr’s Cheryl Raynor, Lorraine Beavers, Mary Stirzaker, Karen Nicholson, Andy Craig, Robbie Raynor, Jimilai Kuruvakadua and Harry Swatton.**

Noted

**3824 To receive Declaration of Acceptance of Office for Christine Smith, Hannah Bailey and Carole Stephenson.**

The clerk received and accepted the Declarations of Acceptance of Office, by countersigning and dating them, from Cllrs Smith and Stephenson.

**3825** **To note a vacancy on Warren Ward has been raised and the Election is scheduled for 22 June 2023.**

The Chairman informed the meeting that since the agenda was issued we have had some conflicting advice so this item will be deferred until we receive clarification from the Election office.

 **UPDATE:** *The elections office has now confirmed (24 May) that the 2 candidates for Warren ward (Cllr Blair and Michelle Moliner) will be deemed elected uncontested – clerk to invite them into the office to complete their DofO.* **Action Point - Clerk**

**3826 To accept apologies for absence. *Chairman***

Apologies given and accepted from Hannah Bailey.

**3827 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***

None declared.

**3828 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***

 Cllr Craig declared at interest in item **3833**, however does not need to bar himself from any vote.

**3829** **To accept the minutes of the meetings of 25 April 2023 (enclosed in pack)**. ***Chairman***

Accepted by all who were in attendance at the meeting of 25 April.

**3830 To note there will only be one period of public participation which will be at item 3843.** Noted

**3831** **To consider and approve a revised Grant Aid application process, if approved the forms and policy will be revised and tabled at next meeting (enclosed in pack)**.

The concept of this change was accepted as an improvement to the GA process, whereby there is a clear link to budget and precept planning and greater transparency for the officers and also organisers of community events, including all applicants.

**Action point – Clerk to draft the revisions for next meeting.**

**3832To consider and approve the Grant Aid for Harmony and Health (enclosed in pack)**.

**Named Contact Present: Shirley Eracleous**

Following deliberations and questions/clarifications regarding the contents of the application, including discussion regarding other fundraising, it was proposed by Cllr Beavers to award a grant of £500, which was seconded by Cllr Stirzaker and resolved by a unanimous vote.

**3833 To consider and approve the Grant Aid for Kings Own Association (enclosed in pack)**.

 **Named Contact Present: Tony Barnes**

This was deferred until the ‘Use of land’ permission was in place. Chairman agreed to call an extra-ordinary meeting (EOM) as soon as this is in hand.

 **Action Point – CEDO to liaise with Tony Barnes and agree a date for the EOM.**

 **Action Point – Clerk to request Cllr Craig provides and copy of the bank statement for the EOM, as it is required for filing with the GA paperwork.**

**3834 To consider and approve the Grant Aid for Lancashire Police (enclosed in pack)**.

 **Named Contact Present: PC Nick Barber**

Following questions and answers and a detailed background of the project from PC Nick Barber, it was resolved by a unanimous vote to award the full amount of £550. The Chairman thanked him for his detailed account of the project and congratulated him on such a worthy cause; PC Barber said it is being headed up by Tracey Finlayson and he would pass on this to her.

Cllr Blair said that she could offer, for the group, a 30-minute slot on the stage on Tram Sunday, PC Barber thanked her for the offer and that he will be in touch.

**3835 To consider and approve the Grant Aid for the Fleetwood Wellbeing Way (enclosed in pack).**

 **Named Contact Present: Victoria Mitchell**

Other streams of funding were discussed, including a grant that can be applied for direct to Cllr Beavers and Cllr Clarke at LCC; Cllr Beavers told Victoria, that she would be happy to receive and consider an application from her; Victoria thanked her. Cllr Nicholson also pointed Victoria to other funding streams such as Sky, Walney, Healthier Fleetwood, Wyre Lottery and Lancashire Crowd Funding; she was grateful for the advice given.

Following deliberations and questions/clarifications, it was proposed by Cllr Nicholson to award £1,200, seconded by Cllr Stirzaker and resolved by a unanimous vote.

**3836 To consider and approve the Grant Aid Application for Fleetwood Carnival and Welfare Committee (enclosed in pack)**.

 **Named Contact Present: Cheryl Walkington**

The Chairman re-stated the budget constraints mentioned at Item **3818** and Cheryl responded saying that she does understand and asked that we consider the limited resources the committee have faced this year, including her own limited availability. Although, they have managed to raise some funding, including that from the new initiative of selling advertising space, it isn’t what they would have hoped for. However, following deliberations and questions/clarifications, it was proposed by Cllr Beavers to awardthe full amount of £3,500, seconded by Cllr R Raynor and resolved by a unanimous vote.

**3837 To consider and approve the Grant Aid for Fleetwood Cricket & Sports club (enclosed in pack)**.

 **Named Contact Present: Derrik Foulkes**

After many deliberations and considerations, the application, although Fleetwood Cricket Club is a non-profit making community led sports club, was deemed to be out of scope; Cllr Beavers proposed to reject the application, which was seconded by Cllr Smith and resolved by a unanimous vote. Cllr Beavers and the Chairman did say that doesn’t mean FTC won’t consider other grant applications, for things such as equipment and would hope that if they do need anything like such, that they will come back to us. Derrik understood and said that had he known about the criteria and the budget, he probably wouldn’t have submitted it.

**3838 To appoint representatives to outside bodies. *Chairman***

1. **Wyre Area Committee x1, currently Vacancy**

Cllr C Raynor proposed herself - approved

1. **Planning Ambassador x1, currently Vacancy**

Cllr Nicholson proposed herself, approved **c) Rotary Fireworks Committee x1, currently Cllr Blair**

Cllr Stirzaker proposed Cllr Blair to remain and Cllrs C Raynor and Stirzaker proposed to re-join, approved.

**d) Fleetwood back on track x1, currently Cllr C Raynor**

Cllr C Raynor proposed to remain and Cllrs Stirzaker and Beavers to re-join approved.

 **e) Shop Watch representatives x2, currently Cllr Raynor & Stirzaker**

Both proposed to remain, approved.

 **f) Healthier Fleetwood Trustee x1, currently CEDO**

CEDO to remain, approved.

 **g) Fleetwood Museum x1, currently Cllr Blair**

Cllr Blair to remain, approved.

 **h) Disability Champion x3, currently Cllrs Raynor, Stirzaker and Blair**

Cllr C Raynor proposed Cllr Craig, approved.

 **J) Armed Forces Champion x1, currently Cllr Beavers**

Cllr Beavers proposed Cllr Kuruvakadua and that she would take up as his deputy, this was seconded by Cllr Smith and approved by all.

**3839 To appoint representatives to Fleetwood Town Council Committees and Sub- Committees. *Chairman***

**a) Festive Lights Committee x12, currently Cllrs Smith (Chairman), Cllrs Stirzaker, C. Raynor, Beavers, Nicholson, R. Raynor, Julie Dalton (Secretary), and Irene Tonge (Clerk), Lauren Harrison (CEDO) and 1 member of the public – Dawn McCord, 2 Vacancies**

Cllr Craig proposed to join, approved.

**b) FIB Committee x3, currently, Cllr Raynor (Chairman), Cllr Beavers,**

**2 vacancies & Lauren Harrison (CEDO) and Jayne Martin member of the public.**

Cllrs Swatton, Stephenson and Stirzaker proposed to join, approved.

 **c) Allotments x5, currently, Cllr Beavers (Chairman) Cllrs C. Raynor, Stirzaker, and CEDO Lauren Harrison and 1 Vacancy.**

Cllrs R. Raynor, Kuruvakadua and Stephenson proposed to join, approved.

**3840 To appoint representatives to Fleetwood Town Council working parties (WP) and to consider and approve if any should be changed to become a committee. It should be noted that the Clerk will attend all meeting of WPs. *Chairman***

**a) Employment Working Party x4, currently Cllrs Smith, Stirzaker, Raynor & Beavers.**

Cllr Craig proposed to join, approved.

**b) Media Working Party x4, currently Cllrs Stirzaker, C. Raynor & 2 Vacancies.**

Cllrs Beavers, Blair and R. Raynor proposed to join, approved.

**c) Precept Working Party x6, currently, Cllrs Stirzaker, Beavers, Smith and 3 Vacancies.**

It was noted that all wards have to have a member on this working party. Therefore, as both Cllrs Beavers and Smith are now on Park ward, Cllr Beavers proposed she stands back.Cllrs Stirzaker (St Wulstan’s) & Smith (Park) proposed to remain and Cllrs  **Blair** (Warren), Kuruvakadua (Mount), C. Raynor (Rossall) and Nicholson (Pharos) proposed to join, approved.

**d) Grievance Panel x4, currently Cllrs Smith, Raynor and 2 vacancies**

Cllrs Smith and C. Raynor proposed to remain and Cllrs R. Raynor and Swatton proposed to join, approved.

**e) Grievance Appeal Panel x4, currently, Cllrs Beavers, Stirzaker and 2 Vacancies**

Cllrs Beavers and Stirzaker proposed to remain and Cllrs Smith and Nicholson proposed to join, approved.

**3841** **To appoint a minimum of three signatories to the council’s bank accounts for payment purposes. 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***

***It is recommended that the Chairman is one of these signatories.***

It was proposed to stay as is, approved by all.

**3842 Accounts:**

* **To consider and approve the invoice:**
	+ **LALC Subscription - £2115.75**

Approved for payment

* **To approve regular payments, pre-approved payments & payments made using delegated powers, since last meeting, and also May salaries, including Tax-NI & Pension contributions - see information sheet (to be emailed).**

Approved

* **To note the April bank reconciliation (to be emailed).**

Noted

**3843 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.

 **Issues mentioned**:

* Numbers of police on Fleetwood streets
* The reporting of a crime on-line and on phone; Police responses to them, in particular phone calls to line 101 – PC Barber gave a detailed account of process of what happens and the level of priorities assigned.

Defibrillators in Fleetwood (where are they?) and whether any training is available **Action points – CEDO to compile a list and post on SM & Web and in Office windows** **and to research training avenues for next meeting.**

* United Utilities SMELLS – IJ gave us an insight to how he has been protesting to UU, however, he would like FTC to issue a letter to them.

**Action Point Clerk to obtain some information researched by Ian Johnson for using in a draft.**

* Fly tipping (he has photos) which he will send in and we will need to speak with Mark Billington.

**Action Point - Clerk**

**3844 To reconvene the meeting. *Chairman***

The meeting was reconvened.

**3845** **To note planning applications considered by members and agree any action to be taken or response to the planning authority (enclosed).** ***Chairman***

***Application Number: 23/00400/FUL Proposal: Single-storey rear extension following demolition of existing conservatory Location: 72 Grange Road Fleetwood Lancashire FY7 8DD Grid Ref: SD331797 44713***

***Application Number: 23/00373/FUL Proposal: Two storey side extension to form carport with 2no. additional bedrooms above Location: 16 Hathaway Road Fleetwood Lancashire FY7 7JH Grid Ref: SD332089 447805***

No actions to be taken or responses required.

**3846** **To note the Morgan Offshore Wind Project - Feedback needs to be submitted by 23:59 on 4 June 2023 (enclosed in pack)**.

Noted by all.

**3847 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***

* Cllr Craig would like to discuss the deprivation on Pharos ward (Bold Street and Balmoral Terrace).
* An annual event
* Mental Health Champion – Cllr R Raynor

**3848 The next meeting will be on Tuesday 27 June at the North Euston Hotel at 7pm.**

Noted