



Fleetwood Town Council

Onward to a Better Future

Festive Lights Committee Meeting

Monday 26 October 2020

Remote Meeting via ZOOM at 7.00pm

Members of the public and press are invited to attend the virtual meeting. Please contact the Clerk or the CEDO **by 15.00 on the day of the meeting (Monday 26 October 2020)** to express your interest in attending and you will be given the link to join. **Tel No. is 01253 872444**

Please be aware that the public meeting may be recorded for the accuracy of the minutes; for any meeting that has been recorded the recording will be kept for a period of 6 months after the minutes have been approved as accurate before the recording is deleted.

AGENDA

- 988 Open the meeting, announcements and to accept apologies for absence. **Chair**
- 989 To accept the Minutes of the Meeting of 12 October 2020. **Chair (Secretary to email signed copy to Clerk).**
- 990 To record (**Disclosable Pecuniary Interests**) from committee members (including their spouses, civil partners, or partners) in any item to be discussed. Committee members **MUST NOT** make representations or vote on the matter therein. **Chair**
- 991 To record **Other (Personal or Prejudicial Interests)** from committee members in any item to be discussed. Members should state if they need to bar themselves from discussion and voting on any related matters. **Chair**
- 992 The committee chairman reminds all members to take note of the standing guidance at appendix A . **Chair**
- 993 To update on the meeting between Cllr Lorraine Beavers and Gary Payne regarding the electrics and timer for the tree at the Marine Hall. **Cllr Beavers**
- 994 To update on the meeting between Cllr Lorraine Beavers and Gary Payne regarding lighting the Mount Pavilion as per 1930's photo. **Cllr Beavers**
- 995 To update on the findings of historic repairs and payments for the 5 Large trees. **CEDO**
- 996 To update on the meeting between Richard Ryan, Cllr Mary Stirzaker and Mark Fenton regarding lighting the Mount Pavilion. **Cllr Stirzaker**



- 997 To update the committee with regard to the repair to cables on the trees at Fisherman's Walk. **Secretary**
- 998 To discuss quotes for the 12 Barriers and decide what type needs to be purchased. Once confirmed, decision required as to the budget to be used, if main Business budget Clerk to include in November's FCM for approval or hold an extraordinary meeting. **Committee/CEDO**
- 999 To update the committee with regard to Fleetwood Leadership Group Grants. **Cllr Stirzaker**
- 1000 AOB
- 1001 Committee to agree the date and time of next meeting

The press and public are welcome to attend all committee meetings of Fleetwood Town Council.

APPENDIX A – STANDING GUIDANCE FOR FESTIVE LIGHTS COMMITTEE BUSINESS.

1. All decisions resulting in actions to be taken by council staff or individual members to be made from an agenda item, approved by majority vote, and brought in good time to carry out the committee's request.
2. Action points may be given to office staff directly. Any actions for other individuals who are not committee members should be taken by a member to approach that person, i.e.: "The chairman to ask Cllr XX to assist with seeking volunteer stewards for event XX"
3. Any financial or legal issues to be discussed and agreed on in an open and publicly accessible meeting of the committee. Decisions on these matters cannot be made by e-mail or in private meetings. Any issues or uncertainties should be referred to the clerk for advice.
4. **All proposals involving a cost of over £300 normally require at least 3 quotes to be obtained,** and sufficient time must be allowed for staff to obtain these quote for committee to consider. There are exceptions to this under the council's financial rules: existing suppliers of advertising items, banner design and printing, electricians' services etc. This list is not exhaustive, so for all proposals involving a cost, committee members should discuss with the clerk who will be happy to provide advice on the way forward.