



# Fleetwood Town Council

Onward to a Better Future

## Festive Lights Committee Meeting

Monday 16th November 2020

Remote Meeting via ZOOM at 7.00pm

Members of the public and press are invited to attend the virtual meeting. Please email the Clerk or the CEDO **by 15.00 on the day of the meeting (Monday 16 November 2020)** to express your interest in attending and you will be given the link to join. Email:

[clerk@fleetwoodtowncouncil.org](mailto:clerk@fleetwoodtowncouncil.org) or [cedo@fleetwoodtowncouncil.org](mailto:cedo@fleetwoodtowncouncil.org)

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

- 1016** Open the meeting, announcements and to accept apologies for absence. **Chair**
- 1017** To accept the Minutes of the Meeting of 9 November 2020. **Chair (Secretary to email signed copy to Clerk).**
- 1018** 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**
- 1019** 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**
- 1020** The committee chairman reminds all members to take note of the standing guidance at appendix A . **Chair**
- 1021** To update on the meeting with regards to lighting up the Mount Pavilion following discussion between Gary Payne and Mark Billington. **Cllr Beavers**
- 1022** To update on the meeting with regards to the lamp post features and town centre trees and to agree the quote provided by Richard Ryan. **Cllr Stirzaker**



- 1023** To update the meeting with regards to the repair to cables on the trees at Fisherman's Walk. **Secretary**
- 1024** To update the meeting with regards to the features that we have been previously charged for by Blachere. **Clerk**
- 1025** To update the meeting with regard to the Licence for the barriers at the Westview roundabout.  
**UPDATE.** CEDO contacted LCC by telephone with regard to obtaining the relevant permit; she was given the reference **280946** and told that is all that is required.  
**Clerk**
- 1026** To update the meeting with regards to the virtual switch on and participation by committee members. **All**
- 1027** To update the meeting with regards to committee members participating in the distribution of parcels from the Marine Hall. **CEDO**
- 1028** To agree to extend the date for the collection of buckets from the various businesses in town. **Secretary**
- 1029** To update the meeting with regard to the change in the delivery of the trees by Barton Grange and the installation of the barriers. **Cllr Stirzaker**
- 1030** AOB
- 1031** 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.