**Fleetwood in Bloom**

**Committee Meeting – at 5pm on Wednesday 15 November**

**In the Office at 122 Poulton Road**

 **Minutes**

1. To open the meeting. ***Cllr Raynor (Chairman)***  *She welcomed all in attendance, Cllr Cheryl Raynor (chair), Cllr Harry Swatton, Cllr Jayne Martin & CEDO, Lauren Harrison.*
2. **Apologies** *received from Cllr Mary Belshaw.*
3. To record Disclosable Pecuniary Interests from 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. ***Chairman*** *NONE.*
4. To record Other (Personal or Prejudicial) Interests from members in any item to be discussed. Committee members should state if they need to bar themselves from discussion and voting on any related matters. ***Chairman.*** *NONE.*
5. To consider and approve the minutes of the Fleetwood in Bloom committee meeting of 11 October 2023 and for the chairman to sign them (enclosed). ***All*** *APPROVED.*
6. To remind all members to take note of the standing guidance at appendix A below. ***Chairman*** *Read to all present by Cllr Cheryl Raynor (chair).*
7. Accounts –
* To consider and approve the invoice from Laburnum Nurseries for £565.20 *Approved by all present.*
* To note the budget sheet

(both attached). ***All*** *Noted by all present.*

1. To update the committee with progress of the plan for planting 2024. ***All***. *Copy of planting plan was distributed to all present by Cllr Jayne Martin.*
2. To update the committee regarding involvement with the schools and other community groups. ***Cllr Swatton, Cllr Martin and CEDO*** *Cllr Jayne Martin distributed a summary and outcome of the meetings with the 3 primary schools visited. Action CEDO, Lauren Harrison to write a letter of thanks, next week, to the schools visited.*
3. To update the meeting re the requirements by SASS for the boat near the log cabin and to consider and approve any spend/actions (deferred from last meeting).

***Cllr Martin*** *Cllr Jayne Martin updated those present that she had planted the boat with some polyanthus. Action CEDO, Lauren Harrison to write to Helen Simey to confirm the ladies of SASS are still able to adopt the boat and maintain it themselves.*

1. To update the meeting re the unsightly bedding areas on Albert Street following contact with Regenda. ***Cllr Martin*** *Wyre Council are responsible for maintaining the flower beds.*
2. To update the meeting re theme/design for our entry to the Christmas Tree Festival. ***Cllr Martin*** *Update given and the name of our entry is ‘IVY’.*
3. To consider and approve credits for volunteers (deferred from last meeting). ***CEDO*** *Action by CEDO, Lauren Harrison to investigate to scheme further in January 2024.*
4. To consider and approve new planter displays for Rossall Ward and Park ward.  ***Cllr Swatton*** *Following a discussion 2 locations were identified as possible sites, open grass field towards the end of Chatsworth Avenue and Broadwater Tram Stop. Action by Cllr Cheryl Raynor (chair) to cost 2 large planters.*
5. To consider and approve artificial planting for winter, to include wall planters around town. ***Cllr Swatton*** *Following a discussion it was agreed that Cllr Jayne Martin would plant polyanthus in the wall planters. Action by Cllr Jayne Martin to plant wall planters.*
6. To update the meeting re planting polyanthus and spring bulbs. ***Cllr Martin.*** *Update given.*
7. To update the meeting on entry to the Christmas Tree Festival. ***Cllr Martin*** *Discussed at point 45.*
8. To discuss if Wyre should be approached regarding Albert Street planters and whether to involve gardening groups from primary schools. ***Cllr Martin.*** *Following a discussion, it was agreed that the best location would be the area behind Senior Citizen Club on Warrenhurst Road. Action by Cllr Jayne Martin to contact Senior Citizen Club.*
9. Items for discussion at next meeting**. *All*** *Entry to the carnival in 2024**? Review of bloomer boats.*
10. To agree a date and time for next meeting. ***Chairman*** *Date to be arranged in January 2024.*
11. To consider and approve if we should have a seasonal planter display around the town, i.e. Halloween, Xmas etc. ***Cllr Martin*** *To be discussed at the next FIB Committee Meeting.*

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

**APPENDIX A – STANDING GUIDANCE FOR FLEETWOOD IN BLOOM 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 volunteers for planting”
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 quotes for the committee to consider. Committee members should discuss with the clerk who will be happy to provide advice on the way forward.