



Fleetwood Town Council

Onward to a Better Future

**THE MINUTES OF THE MEETING OF FLEETWOOD TOWN COUNCIL HELD ON TUESDAY
28TH MARCH 2017,
AT THE NORTH EUSTON HOTEL, FLEETWOOD AT 7 P.M.**

Present: Cllr T Rogers, M Stirzaker, E Anderton, C Raynor, P Tilling, N Stuchfield, B Glasgow and B Stephenson

Also Present: Clerk to the council, 2 members of the neighbourhood Policing Team, 3 presenters from Fleetwood Town Community Trust, Representative from North Lancs Training Group.
17 Members of the Public.

2248 APOLOGIES FOR ABSENCE

Received from CDO, Cllr McLaughlan, Cllr E Stephenson

The meeting was opened by the Chairman, Cllr Rogers who welcomed everyone and introduced the guest speakers. It was announced that a fellow Town and Borough councillor Ted Taylor had sadly passed away the previous weekend, and a minutes silence was observed.

2249 MINUTES OF THE MEETINGS 28TH FEBRUARY 2017 AND THE ANNUAL TOWN MEETING OF THE 14TH MARCH 2017

Both sets of minutes were accepted with no amendments

2250 DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS.

None recorded

2251 OTHER INTERESTS FROM MEMBERS IN ANY ITEM TO BE DISCUSSED.

None recorded that would affect agenda items

2252 CHAIRMAN'S REPORT

A busy month was reported with the main involvement around the Museum. Delays with the handover from LCC are now nearing resolution and the lease should be signed imminently. Insurance has also been arranged and will be in place shortly. The trust is hoping to open the Museum for the Easter break. On a personal note Cllr Rogers made note of Cllr Taylors 17 years in public service and said he would be sorely missed.

2253 CLERK'S REPORT

- Received and acted on post and e-mails received – approximately 20 a day, phone calls, delivery of meeting packs and updates of noticeboards.
- Agenda and meeting pack prepared
- Completed last month's action point in respect of public liability for the Goth Funnel and Memorial – see separate agenda item.
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- Work has started on repairs to 122 Poulton Rd, rendering yet to be completed. The roofing is finished and the wall built – emergency removal of unstable chimney stack authorise – separate agenda item.
- Arrange 3 quotes for replacement windows to front of 122 Poulton Rd – separate agenda item.
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- Currently obtaining quotes for painting of external render (wall and back of property) for 122 Poulton Rd. To be presented at the next meeting.

Councillors

T Rogers (Chairman) E. Anderton B. Glasgow M. Barrowclough (Vice Chairman) N.Stuchfield M. Stirzaker
P. Tilling C. McLaughlan B. Stephenson E.Stephenson R. Hewitt C Raynor.



- Obtained 3x revised quotes for jumbo cheques – see separate agenda item.
- Met with HSBC business manager on 8/3/17 – new account being set up, switching in progress.
- Set a tentative date for the internal auditor to visit (19th April) pending approval from Council members and ratification of audit terms of reference – separate agenda item.
- Ongoing liaison with Primesight who manage the advertisement unit outside the office – a separate agenda item is listed in the closed session of the meeting.
- Concluded discussions with the Insurance Broker Zurich to obtain a quote for Fleetwood Museum, which was forwarded to the Trust members for consideration and further action.
- Had a constructive and positive meeting with CAB area director and finance officer. They agree with the need to formalise utilities contributions and will take the proposals to the Trustee meeting in April to discuss and respond.
- Liaison with Website host Rabbit Patch to fix some broken links on the website, which has now been done and all the information updated. The webpage runs using some very outdated programming language and is limited in its flexibility – does not scale for tabs or mobile phones, and is lacking a lot of functionality missing in modern web design. I propose to develop a test version of a modern up to date website with new images, content and user friendly navigation. There would be a reduced hosting charge as modern web tools are free to a certain level of complexity and hosting is less than we pay at the moment. I hope to present the test version to the council in May once the audit is complete.
- If there are any more takers for business cards can you please let me know by this Thursday so I can order. Panther Press have offered a £40 discount on their usual price for 200 cards – so far six councillors have confirmed they want cards.

2254 COMMUNITY DEVELOPMENT OFFICERS REPORT

Intercepted food club

Councillor Raynor and I visited the Intercepted food club in Lancaster and the Fare and Share Warehouse in Preston to learn a little more about how an initiative to reduce food waste can benefit the local community.

Following the visit Cllr Raynor is keen to establish a similar scheme in Fleetwood to support individuals and families who struggle to on a day to day basis. The start-up will require: -

- a building with a kitchen that has passed inspection
- the building should have a capacity of 60+
- registration with Fare and Share
- a founding committee with a constitution and a bank account

Councillor Raynor will report back at a future meeting with further information.

Understanding Health Improvement Course

As a key stakeholder in Healthier Fleetwood I was offered the opportunity to undertake a level 2 accredited award in Understanding Public Health Improvement. The course covered the principles of promoting health and wellbeing to give me the skills to recognise and support members of the community in attaining and maintaining a healthier lifestyle.

I passed with 96% and am now an official Health Champion for Fleetwood.

Festive Lights

I attended the festive lights committee meeting on Monday 13th March

Currently working on various actions to bring to the next meeting on 19th April at 7pm at the North Euston Hotel.

Fleetwood in Bloom

Following a meeting with Jo Sharpe at Wyre Borough in preparation for this year's entry, I asked for the figure for the final spend for last year - in light of some of the plants being rejected. I am pleased to report that £504.84 was still left from last year which on production of invoices for the said amount has now been paid into our account to spend in addition to this year's allowance from Wyre.

I am hopeful that this reimbursement can be utilised to improve on one of the areas in the judge's report to include churches in our planting areas.

I will be visiting the churches on the planned route to discuss and report back at the next meeting.



Bid Writing Workshop

I attended a full day workshop on the key principles to write successful bids.

The workshop involved:-

- How to communicate effectively – write a readable document that is easy to comprehend.
- How to demonstrate funder and beneficiary outcomes
- When to bid / not to bid – is the fund appropriate
- Why applications fail/assessment criteria

The learning experience was very good and the skills learnt will be put to good practice with councillor led initiatives that will require external funding.

Garden Buddies

I have successfully obtained a grant of £1000 from Lancashire County Council's Parish Champions Fund which will help start up 'Fleetwood Garden Buddies' a scheme that will involve referring people with mental health problems to volunteer garden for Fleetwood housebound residents. Separate agenda item for match funding.

2255 WARD REPORTS

Cllr Glasgow (Rossall ward)

Nothing to report

Cllr B Stephenson (Park ward)

Has been dealing with issues around speeding, dog fouling and anti-social behaviour arising from complaints by members of the public.

Cllr Raynor (Pharos ward)

Attended Healthier Fleetwood, Back on track and Garden Buddies meetings.

Went to see a man complaining of damp in his flat but ended up helping an elderly lady in distress with Cllr beavers

Went to fareshare warehouse in Preston and Lancaster Community food co-op to see how it operates and look at starting one in Fleetwood.

Posted some leaflets re pier site

Went on Healthier Fleetwood visit to Stoke, and a C2 training course.

Been in touch with Blackpool transport and catch22 bus company regarding buses leaving engines running at ferry bus/tram terminal and adding to air pollution. Blackpool transport have been very helpful, catch 22 not so much but I'll keep at them. Apparently if they switch their engines off the bus won't start again.

Met with our CDO to discuss venue and funding options for Team Fleetwood community food co-op, will be looking for volunteers to help once up and running.

Haven't managed to attend carnival committee due to various other commitments.

Cllr Stirzaker (St Wulstans ward)

Attended the Blackpool Male Voice Choir and Mayoral ball events – both fundraisers – over £1000 was raised. Attended back on track meeting, missed healthier Fleetwood trip due to family issues but hopes to make it to the de-brief. Attended Festive lights meeting/AGM and is hopeful that the new provider and added funds will improve the offering this year.

Reported that the Friends of St Wulstans are holding a chocolate bingo night at the green hut from 6pm.

Cllr Anderton (Warren ward)

Attended Festive lights meeting/AGM and Town Hall meeting on 14th March. Ward issues include MOPs concerned with the state of some kiosks on the sea front - this has been



reported and will hopefully be addressed soon before the season starts. Very busy with duties as deputy Mayor at the end of the Civic Year.

Cllr Tilling (Mount Ward)

Assisted with a chocolate bingo fundraising event which raised £500, and has been working with a group at Larkholme Primary who are putting on a production of Julius Caesar at the Grand, Blackpool.

Cllr Stuchfield (Warren Ward)

Attended Princes Trust Presentation at the Fire Station and read a speech on behalf of the PWRS volunteer co-ordinator thanking the students for amazing work. Met with other Councillors at Jameson Rd site to assess a piece of land for possible future use as part of the railway extension. Attended the Town Hall meeting and also went to the Mayoral Ball. Carried out a ward walk and took some photos of damaged railings and a swing. Attended back on track meeting – LCC, Cat Smith and WC are supportive, however United Utilities are causing delays as a buried cable cannot be located which is delaying progress. PWRS have reported vandalism of the flat back van which moves tools up and down the track. The police have been notified and they will be working with PWRS to investigate. The work on the rails has now progressed around the bend towards Thornton.

2256 Adjournment to allow public participation (1).

a) Neighbourhood Policing Team report.

Radio Scheme

Freeport has been delayed in taking over the scheme which was due to happen last year. Shops have not been reporting broken radios, and in one case a stolen one. The handsets cost £175 and any problems must be reported to the provider. The police will be delivering update notices to participating shops next week. There have been 4 prolific shoplifters active in the town, one has been apprehended and admitted to several offences. Naming and Shaming on Facebook appears to be having a positive effect in identifying suspects.

Parking at Schools

There are still issues with drivers stopping on the zig zag lines, taxi drivers are a noticeable culprit. The am shift of community officers will be starting early in the coming weeks and targeting schools on a rota basis, the afternoon shifts will do the same. Dangerous parking is all due to laziness and will now be prosecuted immediately – there will be no more warnings.

Easter Egg Scheme

The local station are running an Easter egg collection scheme for local children – drop off points are the station and One Stop on Poulton Rd.

Anti-Social Behaviour

Cllr Rogers advised he had reported vandalism at the Mount Pavillion with lighters being used to scorch wood. The police also reported large groups of youths climbing on the beach huts. Groups of up to 60, ranging in age from as young as six have been seen at these locations and the memorial park where fights have been broken up. Some are travelling from other parts of Wyre. Cllr Stuchfield asked if there initiatives that could help deal with ASB – the police are considering re-introducing safe areas in the town where Children would be taken to have their parents come for them who would be met by social services. Cllr Rogers asked all members to write to the Police Commissioner to support a bid by Lancs Constabulary and Wyre Council to re-instate this program.

b) North Lancashire Training Group –traineeships and apprenticeships

Rachel Boylan from the NLTG advised the meeting of the training programmes and apprenticeships available to young people in Fleetwood. (see Appendix A). The courses



are aimed at providing skills that will lead to work opportunities. Rachel runs an outreach programme into schools, churches and community groups to promote these opportunities, and will also signpost potential trainees to other organisations such as (Fleetwood Town Community Trust) if more appropriate to their needs. The flyer has been uploaded onto the Council web pages and Facebook page.

c) Fleetwood Town FC Community Trust trainee programmes.

Lisa Bennett (Business Development officer), Mark and Jared (Trainees) gave a presentation on the opportunities available with FT community Trust (see Appendices B and C). The trust run 12 week traineeships in partnership with local group and businesses, with the aim of improving maths and English and delivering work experience to improve employability prospects.

Jared and Mark presented a case study of a community project they are involved with on Avon Green. All volunteers or donations from the project are welcome. The flyer has been uploaded onto the Council web pages and Facebook page.

2257 To reconvene the meeting.

2258 TO NOTE THE BANK RECONCILIATION REPORT UP TO 20/3/17

Duly noted and signed off by Cllr Anderton

2259 INSURANCE UPDATE IN RESPECT OF THE MAINTENANCE AND UPKEEP OF THE GOTH FUNNEL AND FISHING COMMUNITY MEMORIAL (APPROVED IN PRINCIPLE)

The council's current insurance has been confirmed by the broker as covering the proposed assets for public liability. Members agreed unanimously to approve taking on the assets. Discussions to take place on the transfer of remaining funds and maintenance schedule.

2260 TO APPROVE THE EMERGENCY EXPENDITURE OF £180 (PLUS VAT) IN RESPECT OF DEMOLITION AND REMOVAL OF REAR CHIMNEY STACK AT 122/124 POULTON RD.

On commencing roofing work this was discovered to be crumbling and required making safe whilst the scaffolding was in place. The agreement of the owner at 124 Poulton Rd was obtained. Cllr Anderton asked if the owner of the adjoining property had been asked to contribute to the removal. Cllr Rogers advised he had not as the stack had been disturbed as a result of our building works. Expenditure approved - unanimous.

2261 INCLUSION OF A NOTICEBOARD ON THE FTC ALLOTMENT SITE

Cllr Anderton introduced this issue: there are 2 separate associations represented on the allotments, one has a notice board, the other doesn't. Councillors were asked to agree that both associations are treated equitably. It was resolved unanimously that a second noticeboard could be put up – however this may need to be re-sited subject to the development of the community plot.

2262 TO CONSIDER RE-APPOINTMENT OF BOB GRIMSHAW AS INTERNAL AUDITOR OF ACCOUNTS FOR 2016 - 2017



It was resolved unanimously to re-appoint Bob Grimshaw as Internal Auditor.

2263 TO APPROVE THE TERMS OF REFERENCE AND SCOPE OF THE INTERNAL AUDIT

It was resolved unanimously to approve the terms of reference and scope

2264 TO APPROVE THE PAYMENT OF THE 2 X CLEANING HOURS PER WEEK FROM

1/11/16 – 31/3/17

It was resolved to approve the payment – unanimously.

2265 TO CONSIDER AN INCREASE TO £8.00 PER HOUR FOR CLEANING SERVICES FROM
1/4/17

A note was presented to the Council with current rates for cleaning services based on the industry salary ranges and average cleaning rates. It was resolved unanimously to approve the increase in hourly rate from 1/4/17.

2266 TO APPROVE ONE OF 3 QUOTES FOR FLEETWOOD IN BLOOM COMPOST

Various discussions took place around costs, quality of product and locality of suppliers. It was mentioned that we should not always go for local suppliers if the cost was prohibitive, and this was agreed, however quality was also an issue and each set of quotes are considered on their merits. It was resolved unanimously to accept the quote from North West Building Supplies.

2267 TO APPROVE ONE OF 3 QUOTES FOR 2 X REPLACEMENT WINDOWS TO THE FIRST
FLOOR FRONT OF 122 POULTON RD.

It was resolved to accept the quote from Classique windows for the white inside, brown outside UPVC windows– unanimous.

2268 PROPOSAL TO RE-ASSIGN ALLOTMENT INSPECTIONS TO THE CDO AND CLERK.

It was accepted that it can sometimes be difficult for pairs of Councillors to meet the requirements for inspections due to work and personal commitments. It was resolved unanimously that the Clerk and CDO would carry out allotment inspections for a period of 12 weeks and then the matter would be reviewed in June.

2269 TO APPROVE CLAIM FOR TAXI FARES OF £11.20 TO ATTEND A COUNCIL
SANCTIONED MEETING

It was confirmed that no bus services or lifts were available. Payment approved with one abstention.

2270 TO APPROVE CLAIMS FOR MILEAGE TOTALLING £124.76 FOR SANCTIONED
TRAVEL

Approved – unanimous.

2271 TO CONSIDER PURCHASE OF A DIGITAL CAMERA

Purchase approved – unanimously. The choice of item to be left to the Clerk up to £59.99 as per the examples provided.

2272 TO APPROVE THE ADVANCE PURCHASE OF PAINT FOR PREPARATION FOR
FLEETWOOD IN BLOOM

It was resolved unanimously to approve this expenditure under the existing contract with Bonney's décor – invoice to be presented at the next council meeting.

2273 QUOTE FOR REPAIR TO THE FIB BOAT ON ASH ST

It was resolved unanimously to accept the quote and order the work to be done as it came to under the £300 limit.



2274 REVISED SET OF 3 QUOTES FOR JUMBO CHEQUES

This item was re-presented as the previous quotes were for generic designs, and did not include the FTC crest etc., one was also not re-useable. Members resolved unanimously to go with the quote from Kaizen Print.

2275 PROPOSAL TO MATCH-FUND (£1000) A GRANT RECEIVED FROM LCC FOR THE GARDEN BUDDIES INITIATIVE

This was agreed in principle unanimously, however before final confirmation can be made the Garden Buddies group need to present evidence that they are a properly constituted committee with a treasurer/secretary, a list of goods to be purchased (already included in the meeting pack) and a formal bank account. Cllr Raynor confirmed this was in hand and further information would come back to the Council in due course.

2276 APPLICATION FOR A GRANT AID PAYMENT OF £3500 FROM FLEETWOOD RUGBY CLUB UNDER 15'S

Various discussions took place around the amount requested, and the additional long term benefits for the club, including new kit. The players and parents were commended on their efforts to raise £5000 to date. The bid was considered to tick all the boxes for Community cohesion, healthier Fleetwood, Inclusion and supporting Fleetwood's young people and their families. Bearing in mind that the tournament starts mid-April it was resolved unanimously to grant the full amount with the caveat that the club spends the balance of the money already in their account before using the grant amount. Any remaining funds to be returned to the Council. Members wished the players good luck for the tournament and best wishes for the future.

2277 TO NOTE PLANNING APPLICATIONS

Members raised concerns about the HMO application (17/00206/FUL) on Poulton Rd. Cllr Rogers asked members to write to him with their issues and he would co-ordinate a response.

2278 **ADJOURNMENT TO ALLOW PUBLIC PARTICIPATION (2).**

MOP thanked the Council for taking on the Goth Funnel and Fishing Communities Memorial. Cllr Anderton suggested we make an event of the transfer of assets and another MOP suggested the Civic week in June may be a good time to do this.

MOP supported the idea of purchasing a camera and suggested it could also be used to record evidence of breakages, and other issues to report to Wyre and Lancashire Councils and the police as appropriate.

MOP mentioned that Unite Utilities had dug a hole outside the Orient Building which they had then re-filled with hard core, soil and grass seed, leaving it in a complete mess. Cllr Rogers advised he would take a look and contact the appropriate people to resolve.

MOP asked about progress on the skate park. Cllr Anderton confirmed that unfortunately there had not been a lot of progress since her last report, however users are being consulted over the design. Cllr Anderton will discuss with Cllr Tilling and the CDO.

MOP commented that they supported the decision on the compost quote as it was the best quality available.

MOP asked if there was any news on the Fleetwood - Knott End ferry. Cllr Anderton confirmed that the consultation/tender period was still happening (FTC and Knott End Parish Council have not been consulted) and the existing operators had been asked to extend the running of the ferry for another 2 months whilst the tender process takes place. Wyre Council will be finding the operation after LCC pull out and the vessel has been gifted by LCC however there will be maintenance requirements.

MOP asked if there was any news on the Pier site application. The application is still in the consultation phase so there has been no update from Wyre Planning as yet.



2279 TO RECONVENE THE MEETING.

2280 TO RECEIVE ITEMS FOR INFORMATION AND ITEMS FOR INCLUSION IN THE NEXT AGENDA.

No items proposed.

2281 TO AGREE ACCOUNTS FOR PAYMENT

Accounts for payment were agreed.

2282 **DATE AND VENUE OF THE NEXT MEETING WAS CONFIRMED AS TUESDAY 25TH APRIL AT THE NORTH EUSTON HOTEL, 7PM.**

ITEMS 2283 – 2286 DISCUSSED IN CLOSED SESSION

The meeting ended at 9.50 pm

Signed.....

Dated.....