



# Fleetwood Town Council

Onward to a Better Future

THE MINUTES OF THE MEETING OF FLEETWOOD TOWN COUNCIL HELD ON  
29<sup>th</sup> MARCH 2016  
AT THE NORTH EUSTON HOTEL, (BALLROOM) FLEETWOOD 7p.m.

Present: Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton,  
R. Hewitt, C. MacLaughlan

Also present: 17 members of the public were present.

The meeting was opened by the Chairman who welcomed everyone to the meeting.

1938 APOLOGIES FOR ABSENCE

Cllrs Glasgow, B Stephenson, E. Stephenson, Fearon,Taylor all accepted.

1939 MINUTES OF THE MEETINGS OF THE 23rd FEBRUARY2016 & THE ANNUAL TOWN MEETING 15th  
MARCH 2016

It was resolved to accept the minutes of the 23<sup>rd</sup> February and 15<sup>th</sup> March as being a true and accurate record of the meeting. The minutes were then signed by the Chair.

1940 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST

None

1941 DECLARATIONS OF OTHER INTERESTS

None

1942 CHAIRMAN'S REPORT

Cllr Rogers invoked Standing Order 29 to Cllr. Hewitt which was seconded by Cllr. Barrowclough and approved by all councillors present, he advised he hoped this matter could be resolved as soon as possible.

Cllr Rogers advised he had had a busy month; he attended a meeting with the museum and noted the good news that LCC had deferred the closure date till the end of September. He confirmed that the bid to save the museum was ongoing. He also advised he was pleased to attend the 175<sup>th</sup> Anniversary of the opening of The North Euston Hotel and thanked everyone for their efforts which had been supported by FTC via The Rotary who had organised many of the free events on the day.

1943 CLERK'S REPORT

1)STANDARD ITEMS include Minutes of the Last 3 Meetings / Agenda / Meeting Notices, Recording & Delivery of Planning Applications, Collation of all material for, and production of the information Pack, Receipt and acting on post and emails received - average 15-20 per day, Phone calls in / out / Delivery of Meeting Packs.

As per my email dated 17/3/16 regarding the problem with the front door lock.

Councillors

T. Rogers (Chairman)  
R. Hewitt  
M. Stirzaker

E. Anderton  
C. McLaughlan  
N Stuchfield

M. Barrowclough  
S.C. Roberts  
T. Taylor

N. Fearon  
B. Stephenson

B. Glasgow  
E. Stephenson



There was a serious risk of staff either being locked in or unable to secure the building at night as there was a real danger of the key breaking in the lock.  
With this in mind and the consideration that if the lock broke entirely an emergency lock smith would have been called out at a cost of £100 plus and staff time paid for waiting for the locksmith to arrive.  
I invoked the following Financial Regulation and asked CRE8Building to replace the lock and supply 7 keys as an emergency measure at a cost of £60.  
I can confirm the work has been completed.

3.4 The Clerk may incur expenditure on behalf of the Council which is necessary to carry out any repair replacement or other work which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report the action to the Council as soon as practicable thereafter.

I have reviewed the internal audit documentation and all the fire regulations/audit. I have also drafted an agreement between FTC and CAB. CAB has duly agreed to this, the agreement is in the meeting pack.

I attended the Fleetwood In Bloom meeting on the 2/3/16 and prepared the agenda etc for the Festive Lights Meeting on the 10/3/16.

I spoke to Julie Bell at LCC who confirmed the Museum procurement pack would be issued after 4/4 and we will have 12 weeks to complete and return it to LCC.

#### 1944 WARD REPORTS

Cllr. Stirzaker attended the recent Festive Lights meeting and was chasing Blackpool Illuminations representatives and Joel from BES Gas for potential support for 2016. She noted she is supporting the rail link initiative and attended the recent Team Fleetwood launch.

Cllr. Stuchfield attended the Fleetwood In Bloom meeting for FIB 2016 and the Back On Track rail meeting on the 14/3 with Bob Boal and members of PWRS to discuss the options available for the future of the Fleetwood rail link. She attended a Fleetwood Together meeting 22/3 and noted this was a great foundation group for Fleetwood. On 24/3 she had a telephone conversation with Bob Long regarding the barrage and she invited him to attend Full Council 26/4 which will be an opportunity to update the public on where they are up to and she confirmed he fully supports the train link. She advised she had met with Cat Smith, Eddie Fisher and Bob Boal, she conveyed there had been an enlightened discussion regarding the issues in respect of the rail link and problems around the bridge at Jameson Road. She is expecting to attend a meeting with John Fillis and Lorraine Beavers from LCC and other stakeholders interested in the rail link.

She noted that PWRT are securing a licence for Jameson Road to Copse Road and other options have been considered for example a bridge over the 3 Lights to connect the link and a possibility a channel down one side of the A585. A further vision could be a station at the Free Port/Ice House. The rail company do not own the land and further strategic meetings are planned for a think tank for what will be a long process.

Cllr. Stuchfield read out Cllr Fearons report; I have continued to work on the rail campaign with Councillor Stuchfield and Bob Boal. I will sending an email out this week to various organisations and representatives to organise a meeting regards the rail in Fleetwood. In addition to this, I invited Councillor Matt Brown from Preston last month to come and view Fleetwood's high street. Councillor Matt Brown is an economist who is a cabinet member in this area for Preston City Council. Just to note Councillor Brown visited in an unofficial capacity. He gave some really useful insights and advice which I will be passing onto Councillor Rogers in relation to Team Fleetwood.

Cllr Barrowclough advised he had attended various meetings, Festive Lights, Annual Town and Team Fleetwood. He confirmed he was holding surgeries at both Larkholme Community Centre and West View



Community Centre. He noted he had filed reports to LCC and Wyre regarding the ongoing issues of potholes and dog fouling.

Cllr. Anderton had been asked to judge the Carnival Queen pageant recently. She also advised she had attended a meeting with Wyre Officers at the Beehive Community Centre. She had also undertaken an Allotment Inspection attended the Festive Lights AGM, The Annual Town Meeting, the Team Fleetwood launch and the Pier Site pre planning consultation. She noted that she had reported to Wyre Council that hedge trimmings around the Pitch & Putt had not been collected and that the overflow pipe at the Boating Lake was dangerous and confirmed an engineer was looking at it.

She asked the public for a show of hands if they thought seagulls were a problem.

Cllr Anderton noted that Wyre were due to review the Splashpad charging which alarmed her.

She asked the CDO to conduct a survey of the tenants of FTC Allotments to see what option they preferred in respect of agenda item 1964.

She advised she had been working with Lorraine Beavers from LCC and advised Lancaster Gate pavements were due to be refurbished and had been reviewing the possibility of other refurbishment possibilities this financial year in Warren Ward. Cllr Anderton also advised the street light replacement opposite the boating lake was not the usual amber lighting but a bright white led light and noted all future replacements would be the same. The decorative brickwork in the same area had been infilled with tarmac but she had been reassured that this will be rectified.

Cllr. MacLaughlin nothing to report this month

#### 1945 ADJOURNMENT TO ALLOW PUBLIC PARTICIPATION (1)

a) Sgt Whitaker supported the effort made by Councillors to help ease the anti-social behaviour problems around the Marine Hall. He noted they had put the CCTV van near the Skatepark as many of the youths congregate around this area. He is contemplating engaging with Youth Workers to work with the children in this location in a bid to break down barriers and avoid police intervention. He advised it was only a small number of children that were responsible for the anti-social behaviour and criminal damage. He planned a meeting with Mark Billington at Wyre Council change the site of the bins which children were using to gain access to the roofs of the buildings in this area.

He went on to say that seagull issues cause anti-social behaviour in neighbourhoods as disputes arise when one resident feeds them to the objection of other residents. He refers such issues to Paul Deacon at Wyre Council.

He noted that car breaks whilst they will be recorded as a crime they will not be investigated. Many car breaks were due to cars being left unlocked.

b) MOP noted that she had contacted Rias insurance recently and they advised this was a high crime area.

c) Sgt Whitaker did not understand this as this area had a low crime rate.

d) Cllr. Anderton noted there had been attempted burglaries recently in Warren Ward.

f) Sgt Whitaker confirmed that this indeed was true, a few early evening burglaries had been reported. He also advised that iro working with agencies to combat youth issues there was different funding streams available to pay for these initiatives. Such initiatives enable the youth workers to keep young people in one area a scheme like this was run in Garstang.

g) Cllr Barrowclough advised that the neighbourhood around Galloway Road had raised issues regarding groups of 10/15 youths congregating.

h) MOP asked if there was anything that could be done prior to the decisions regarding the potential Splashpad charges.

i) Cllr Anderton advised several Councillors would oppose any charges.



j) MOP Pier site advised this was another open space in jeopardy

k) MOP asked Cllr Stuchfield if the proposed area for rail link station is a protected area why has the go-ahead been given for the Fishpark.

l) Cllr Stuchfield advised the area wasn't useful as a track as it is protected, the bridge over the 3 Lights will be for future discussions.

m) MOP Noted it is protected land but suggested that a transport rail link should be a priority.

n) Splashpad charging noted there was no budget left from CCF and suggested Wyre will say that the charging will enable further enhancements to the attraction.

o) Cllr Anderton advised the original plans had a café marked for the Boating Lake area but this proved unviable due to the high cost so the café was relocated to the café at the YMCA.

1946 REVIEW THE INTERNAL AUDIT PROCESS

It was resolved to accept and approve the Effectiveness of the Internal Audit Process document

1947 CONSIDER THE APPOINTMENT FOR THE INTERNAL AUDITOR 2015 2016

It was resolved to reappoint Bob Grimshaw of C-A Solutions as the internal auditor for 2015 – 2016

1948 REVIEW THE TERMS OF REFERENCE & SCOPE OF THE INTERNAL AUDIT

It was resolved to approve the Scope and Terms of Reference for the Internal Audit as included within the members' information packs.

1949 TRANSFER OF STAFF COSTS FROM ALLOTMENT TO MAIN ACCOUNT

It was resolved to transfer £404.04 from the Allotments Account to the main Council account as repayment of staff administration costs incurred.

The Chair called a recorded vote:

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 abstention Cllr Hewitt

1950 RENEWAL OF NALC & LALC SUBSCRIPTIONS

It was resolved to approve payment of the re-newel of subscriptions for NALC & LALC membership

1951 ANNUAL INCREMENTS FOR THE CLERK & CDO

It was resolved to approve the annual increment from 1<sup>st</sup> April 2016 for the Clerk and the CDO on the condition satisfactory staff appraisals are achieved. The Chairman confirmed the appraisal would be completed next week.

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 against Cllr Hewitt

1952 INCREASE THE HOURLY RATE OF CLEANING HOURS TO £7.20



It was resolved to approve the increase of £7.20 per hour for the cleaning hours to stay in line with the required legislation.

1953 FIDELITY INSURANCE INCREASE FROM 1<sup>ST</sup> APRIL 2016

It was resolved to approve the increase for the Fidelity Insurance to £300,000 from the 1<sup>st</sup> April 2016 at a cost of £20.03.

1954 FLEETWOOD IN BLOOM 2016

- a) It was resolved to approve a budget of £3,000 for Fleetwood In Bloom 2016
- b) It was resolved to approve £150 of the FIB budget to fund a bespoke artwork planter situated adjacent to the North Euston Hotel.
- c) It was resolved to continue with the contract with Builders Supply and purchase compost to a value not exceeding £1,000
- d) It was resolved to defer the decision on the plant order until further quotes have been obtained

1955 REPLACEMENT CHEQUE FOR NEH

It was resolved to re-issue the lost cheque of £100 to the North Euston Hotel in respect of the Staff Gratuity.

1956 COMMUNITY ENGAGEMENT WORKSHOP – CDO

It was resolved to approve the payment of £25 for the CDO to attend the LALC Community Engagement Workshop in September 2016.

1957 REGENDA HOUSING SUPPORT LETTER

It was resolved to approve a letter of support for the work of Regenda Housing within Fleetwood.

1958 REVIEW HEALTH & SAFETY AGREEMENT WITH CAB

It was resolved to approve The Health & Safety Agreement with CAB

The Chair called a recorded vote:

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 against Cllr Hewitt

1959 REVIEW THE FIRE RISK ASSESMENT

It was resolved to approve the Fire Risk Assessment with the following amendments included:

Use: Seven office rooms used for administration

People at risk: employees plus other employees working on a temporary basis and visitors

Remove and reduce hazards: PAT testing is undertaken annually

All waste is removed from the building each day. Waste is collected on a regular basis.

The Chair called a recorded vote:

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 against Cllr Hewitt

1960 REVIEW THE FIRE AUDIT/ACTION PLAN

It was resolved to approve the Audit Action Plan with the following amendments;



Are there any flaws in the protection for the risk of arson : delete the word CCTV  
Other issues; Add the following YES- Due to the design of the building there is little or no compartmentation, allowing for spread of fire throughout the building.  
Policies/Procedures add ;Action by MGB 2017  
Firefighting measures, Possible Additional Control Measures add Automatic Sprinkler System  
Security delete the word CCTV and add Externally monitored intruder alarm system.

The Chair called a recorded vote:

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 against Cllr Hewitt

#### 1961 REVIEW THE FIRE EVACUATION PLAN

It was resolved to approve the Fire Evacuation Plan

The Chair called a recorded vote:

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 against Cllr Hewitt

#### 1962 CONSIDER RETROSPECTIVE APPROVAL FOR CRE8 BUILDING WORK

a) It was resolved to approve the retrospective approval and payment for the building work undertaken by Cre8building at a cost of £175.

b) It was resolved to approve the purchase of wood stain/brush to conduct maintenance of the front of Fleetwood Town Council office.

The Chair called a recorded vote:

Cllrs.T.Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, E. Anderton. MacLaughlan  
6 Cllrs in favour. 1 against Cllr Hewitt

#### 1963 PILLAR BOXES IN FLEETWOOD

Cllr. Barrowclough advised that the pillar boxes within the town were in a poor condition looking very shabby. He had contacted the Post Office who confirmed they are painted every 5 years. He requested each ward member to do a survey of their area of their pillar boxes and send him a brief description. He then advised he would compile a portfolio to send to the Post Office at the end of May.

#### 1964 ALLOTMENT COMMUNITY BUILDING

It was resolved to defer the decision for the CDO to pursue funding for the allotments community building until all tenants had been contacted regarding their preferences. The survey will be drafted and conducted by the CDO.

#### 1965 PLANNING APPLICATIONS

a) Cllr. Stuchfield requested Councillors to raise their concerns individually regarding the pre-planning of the Fleetwood Pier site. Concerns were raised that should planning permission be granted on this site it would set a precedent to build on the seaward side area and that the projected footprint detailed over extends the original footprint of the pier site.

b) The following planning applications had been considered by members, and were reviewed by the Council.

App No : 16/00098/FUL – Mount - Erection of industrial building (storage B8)  
A M Seafoods Ltd Siding Road Fleetwood Lancashire FY7 6NS

App No : 16/00146/ADV - Pharos - Advertisement consent for two matt vinyl fascia signs and overhead external





lighting (1 facing Lord Street and 1 facing Mount Street) 124 Lord Street Fleetwood Lancashire FY7 6LB

App No : 16/00155/FUL- Pharos - Conversion of ground floor shop into self-contained flat with alterations to front Elevation 46 North Albert Street Fleetwood Lancashire FY7 6AR

App No : 16/00145/FUL- Pharos - Replacement of shop windows and door to both Lord Street and Mount Street, and provision of external open-faced metal grille security shutters 124 Lord Street Fleetwood Lancashire FY7 6LB

App No : 15/00558/DIS2 - Park - Discharge of condition 4 (travel plan) and 11 (materials and sections) on application 15/00558/FUL Fleetwood Nautical College Halls Of Residence 492A Fleetwood Road Fleetwood Lancashire FY7 8JZ

App No : 16/00177/ADV – Pharos- Advertisement consent for the display of one internally illuminated fascia sign, one halo illuminated fascia sign, two internally illuminated projecting signs, one non-illuminated information sign, one external ATM surround with logo and halo illumination and one window vinyl 80 Lord Street Fleetwood Lancashire FY7 6JZ

App No : 16/00184/LCC – Mount - LCC application for demolition of existing warehouse and erection of an energy from waste power plant including storage building, connection building, cooling towers, boiler house, energy centre, offices, visitor centre, weighbridge and associated access, hardstanding, parking, landscaping , fencing, ground works and other associated works Former Waste Transfer Station Jameson Road Fleetwood Lancashire.

App No : 16/00204/FUL – Warren - Hip to gable roof extension on side and front dormer 9 Princes Way Fleetwood Lancashire FY7 8PG

App No : 16/00224/FUL- Pharos - Conversion of dwelling to 4 permanent flats with a bedroom connected to existing first floor flat at 1 Mount Road : 3 Mount Road Fleetwood Lancashire FY7 6EZ

App No : 16/00248/ADV – Pharos - Application consent to display 6 fascia signs, 1 free-standing entrance sign, 2 finger post signs and 2 finger signs to add to existing finger post Fleetwood YMCA The Esplanade Fleetwood Lancashire FY7 6HF

App No : 16/00252/FUL – Mount - Change of use from retail (A1) to residential (C3) with alterations to elevations 85 Poulton Road Fleetwood Lancashire FY7 6TQ

#### 1966 ADJOURNMENT TO ALLOW PUBLIC PARTICIPATION (2)

- p) MOP suggested all Councillors look at the pre consultation plans for the Pier site and oppose any future plans.
- q) Cllr Rogers noted he had received a 50/50 response in favour and against the proposals.
- r) MOP suggested the environment report on previous Pier site plans had been inaccurate
- s) Cllr. Stirzaker suggested on Facebook that more people were against the plans than in favour
- t) MOP suggested that WREN funding up to £70,000 is available for the Skatepark upgrade
- u) MOP advised that in St Annes a childrens play area on the beach was proposed and the Civic Society objected to this as there should be no properties built on the beach. The area around the Pier is conservation area and planning guidance states that the local character of an area should be strengthened not diminished.
- v) MOP Post boxes advised that some pillar boxes are listed artefacts and be wary as they might get taken away.
- w) MOP asked the CDO how much Wyre would charge if we bought the plants via them
- x) CDO advised she will advise when she knows.



y) MOP asked FTC to be proactive with all the issues facing Fleetwood

z) MOP advised they were disappointed that the decision for the flower order had been deferred.

aa) MOP asked how long was the lease for the Pier site

bb) Cllr. Rogers advised 99 years plus

1967 ITEMS FOR INFORMATION

Invite Bob Long/Barrage to the next meeting  
Update Splashpad Cllr. Stuchfield

1968 ACCOUNTS FOR PAYMENT

It was resolved to approve all Accounts for Payment as included within the Information Pack, as follows:-

a) Clerk purchases on behalf of the Council (March 2016) Stamps 50 x 2nd & other postage £28.19, cleaning products £21.68 Toilet rolls/paper towels £29.90, CDO new chair approved 23/2/16 item 1927 £57.99	£137.76
b) Clerk salary for March 2016 (approved – gross)	£1,100.53
c) Community Development Officer salary for March 2016 (approved – gross – net £ 780.20)	£769.50
d) HM Revenue & Customs for February (employer/employee, conts) (Tax refund to CDO)	- £227.00
e) Lighthouse Stationery Meeting Packs/Envelopes/Paper	£51.41
f) LALC & NALC Subscription	£1642.59
g) The Rabbit Patch Ltd (approved 26/1/16 item 1895)	£360.00
h) Donation from Festive Lights Budget to Fleetwood Rotary for sale of glo-sticks (approved Festive Lights Committee 10/3/16 item 141)	£175.18
i) Cre8building to supply and fit front door dead lock/6 keys	£60.00
j) Enviroguard (pest control on the Allotments)	£51.96

1969 DATE OF THE NEXT MEETING

The next Council meeting to be held on Tuesday 26<sup>th</sup> April 2016 at the North Euston Hotel at 7pm.

There being no further business the Chairman thanked everyone for their attendance.

The meeting closed at 9.00 p.m.

Signed .....





Dated .....