



# Fleetwood Town Council

Onward to a Better Future

THE MINUTES OF THE MEETING OF FLEETWOOD TOWN COUNCIL HELD ON  
31<sup>st</sup> JANUARY 2017  
AT THE NORTH EUSTON HOTEL, FLEETWOOD 7p.m.

Present: Cllrs. T. Rogers (Chairman), M. Barrowclough, M. Stirzaker, N. Stuchfield, T. Taylor, B. Stephenson, P. Tilling, C. Raynor, R. Hewitt, C. McLaughlan.

Also present: Clerk to the Town Council, Community Development officer, Fleetwood Celebration organiser, and 21 members of the public were present.

The meeting was opened by the Chairman, Cllr. Rogers, who welcomed everyone to the meeting and wished them a belated happy new year as this was the first meeting held since 25<sup>th</sup> October 2016.

2172 APOLOGIES FOR ABSENCE

Cllrs. Anderton, E. Stephenson and Glasgow - apologies accepted.

2173 MINUTES OF THE MEETING ON 25 October 2016

Cllr Hewitt did not accept the minutes as her ward report was not read out and included in her absence. The Chairman duly noted this, and advised that ward reports would only be accepted if Cllrs were in attendance at the meeting.

Cllr Rogers noted that item 2147 had been incorrectly minuted and requested an amendment regarding the name of the working party. The minutes were accepted (with amendments) as an accurate record (9 for 1 against).

2175 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST

Cllr Raynor declared her membership of the Fleetwood Carnival Committee.

2176 DECLARATIONS OF OTHER INTERESTS

None

2177 CHAIRMAN'S REPORT

Cllr Rogers advised he had a busy few months in which he had attended several meetings, particularly in relation to Fleetwood Museum, and thanked the trustees for all their hard work.

He welcomed the new clerk to her post from 9<sup>th</sup> January and thanked the CDO and former clerk for their support in the interim period.

Cllr Rogers offered condolences on behalf of the Town Council to the family of Mr M Meekin who was sadly killed in a RTA this month.

Thanks were given to Sgt D Whittaker who has moved from his post as community officer in Fleetwood and welcomed his replacement Sgt Nathaniel Cox, who provided a neighbourhood policing report in his absence today. Cllr Rogers advised the Town Council would be making representations to the neighbourhood policing team on recent criminal damage and anti-social behaviour.

Councillors

T. Rogers (Chairman)  
T. Taylor  
N. Stuchfield

E. Anderton  
C. McLaughlan  
C. Raynor

M. Barrowclough  
B. Stephenson  
P. Tilling

B. Glasgow  
E. Stephenson

R. Hewitt  
M. Stirzaker



## 2178 CLERK'S REPORT

- Receipt and acting on post and emails received - average 20 per day, Phone calls in / out / Delivery of Meeting Packs/update of noticeboards.
- Agenda and meeting pack prepared for tonight and Agenda/Precept bid prepared for meeting on 18/1/17. A formal request issued to Wyre Council Financial Services.
- 4 hours training undertaken with Former Clerk and will be ongoing for accounting and financial return training. Quarter 3 financial report will be presented at the February meeting.
- Workplace pensions meeting 10/1/17 with payroll provider Pay-right – all salaried staff registered with provider and 1% contributions due from end of Jan onwards.
- Ongoing liaison with NALC regarding training needs for new clerk and councillors x 2, and registration for CILCA qualification for myself. This will be included in Feb Agenda for approval of training and travel costs.
- Ongoing liaison with HSBC to provide flexible banking to improve efficiencies in payment and council management. A meeting will take place on 1/2/17 and proposals will be placed before the council for decision on February.
- Fire extinguisher annual safety check completed for 122 Poulton Rd.
- Introductory Web administration session with web provider Rabbit patch completed. Archiving of old agendas/minutes and news items started. If any councillor has any news items they would like placing on the website can you please e-mail me the details. There are approximately 4.5 thousand hits per month on the website, however it's not possible to say how many of these are repeat visits. I aim to improve and update the content on a regular basis and ensure relevant news items are prominent..
- CAB have been billed for their contribution to utilities charges for 122 Poulton Rd up to the end of November 2016.

## 2179 CDO REPORT

### Fleetwood in Bloom

1. All the railing troughs, recycled planters and pots were stripped and emptied in November and the compost was recycled on the memorial park. The pots are being stored in a garage which has kindly been offered to us from Regenda on a rent-free basis.
2. I have already placed the order for the plants for this year the colour scheme is yellow and blue to link in with the colours of Fleetwood and Cleveleys Lions who celebrate their centenary this year.
3. I am delighted to report that 4 of our schools are keen to be involved with Fleetwood in Bloom this year – all of whom will be allocated an area to plant and maintain throughout the growing season.

### Festive Lights

1. Despite the bad weather the Lantern parade and switch on event went ahead and was enjoyed by all who attended.
2. As you are probably all aware the large trees at Ash Street, Little Broadway and the Marine Gardens all suffered from vandalism and had their wires cut. Thank you to all who reported any incidents and a watchful eye during the festive period.
3. I have attended a meeting with Cllr's Rogers and Stirzaker at FTFC to talk about arranging fundraising events at the club. Suggestions considered were: - a music gig showcasing local bands and a dinner/ball evening where local businesses are invited to book a table in support. Martin Booker from FTFC is going to report back when he has spoken to relevant people.
4. The first meeting to plan this year's event will take place on 13th February at the North Euston Hotel.



#### Allotments

1. I attended the North-West Allotment Officers Forum in November and brought back several ideas to enhance and develop our site at Larkholme Avenue. I will be visiting some of the sites in Blackpool and Preston soon to look at best practice. I will present my findings at a future meeting.

#### Partnership work.

Regenda – I am part of a working group that is being led by Regenda called 'Give it a go' an initiative that will support young people set up a business in the town. Bay Business has been given the contract which is being funded through Regenda and drop in sessions are currently being arranged.

Wyre Borough – I have been informed of a new group with is being led by Wyre Council called – 'Together we make a difference network is a membership organisation' This is going to take over from shaping your neighbourhood but is very much about a shared approach to enable local people to make a difference in their community. I have invited Sara Ordonez from Wyre Borough Council to speak at the next meeting.

Healthier Fleetwood - Health Creation Fleetwood are working with Community Ventures - a community development service which will support people, groups and organisations to improve the health and wellbeing of communities throughout the UK, as part of the Healthier Fleetwood Initiative.

We were shown a presentation of an area in Stoke that were supported by community ventures using an asset based approach to inspire the community to come together to make where they live a healthier/better place to live. A discussion then followed to choose an area/ward in Fleetwood that has several assets i.e. schools; shops; churches; meeting places; parks etc., that can be used by the community - both Park and Warren wards were highlighted as suitable areas but it was decided to start the health creation project in Warren ward.

On the 8th February at 2pm (meeting on the car park opposite the sea cadet base), the Community Ventures Team invite you all to take part in a ward walk around - the aim being to highlight the priorities from a health perspective and follow a 'you said'. 'we did' method. All welcome...

In addition, Healthier Fleetwood are considering developing a Garden Buddy Scheme to support housebound residents who can no longer look after their gardens but also to give the opportunity to people who suffer from mental health issues to become involved with an activity that gives them a sense of self-worth and has a positive outcome on their health.

National Coastwatch Institution – To highlight the important work that is done at Rossall point and the fact the Fleetwood NCI station is the most northerly in England a tour has been arranged on Thursday 9th February at 10:30am. If you are interested in coming along, please let me know.

#### 2180 COUNCILLORS' WARD REPORTS

##### Cllr Stirzaker

Meetings and events attended in the previous period include: Back on track, the Wyre planning committee in respect of the pier site, the FTFC fundraiser, Sign High say Hi bingo fundraiser (next fundraiser on 27/2/17 at the Thomas Drummond – Quiz night), and the precept meeting. Also attended the festive lights switch on, remembrance events and the Memorial park Santa's grotto to raise funds for the Friends of the park fund.

##### Cllr Raynor

Meetings and events attended in the previous period include: Guardian Angels and Dementia Buddy events at the fire station, Remembrance Sunday and Marine Hall service, Back on Track, Healthier Fleetwood, the Wyre planning committee in respect of the pier site and the Willow Gardens Project Christmas Fair. Has also dealt with reports of poor pavements on Warwick Place and a mouse infestation on Balmoral and Windsor Terraces.

##### Cllr Stuchfield



Meetings and events attended in the previous period include: Meeting with Wyre Operations manager regarding body of water near Log Cabin (Fleetwood Community Trust (FTC)), Fleetwood Back on Track – PWRS have received 2 grants to assist with progress on the Fleetwood line. In contact with LCC councillor regarding large packs of dogs being walked on the Estuary Reserve – concerned about the risk to families and other dog walkers from out of control dogs.

The next FCT meeting is on 8<sup>th</sup> February – new members would be most welcome

Ongoing liaison with Council Chair on payback and PWRS work – progress has been delayed due to illness of the team leader.

The Masons have donated £1000 to PWRS for the railway line.

The fireworks event, Armistice Parade and Festive Lights parade (despite the weather) were all a great success and thanks to all involved,

#### Cllr Barrowclough

Meetings and events attended in the previous period include: Festive Lights parade/switch on and Fireworks display. Sat on the interview panel for the new clerk. Has been involved in the Fly-tipping issue on Jameson Rd and reported there were signs up and Wyre operational staff were investigating, it is thought the tipping is on private land.

The Cycle route along the A585 has started construction.

Speeding on Abbots walk and Rossall Rd have been reported to LCC who advise they will put signs up to deter.

The meeting was advised that sadly Wyre Councils head of Tourism and Leisure, Ian Munroe passed away recently.

#### Cllr Hewitt

Thanked Mr Parr for dealing with the potholes on Jameson Rd. Has also been looking into the fly-tipping issue on Jameson Rd and has made enquiries about the installation of CCTV, and who bears responsibility for maintenance and access rights. Will continue to liaise with Cllr Barrowclough.

Reported general issues with rubbish in Fleetwood – has enquired about CCTV and the possibility of installing alley gates to reduce tipping.

Has dealt with several personal issues raised by members of the public in Mount ward.

Attended a transport day conference and advised the meeting that there may be funding available to run local services in the light of County Council cut backs.

Attended the Halloween pumpkin Carving event at the Memorial Park.

#### Cllr Tilling

Meetings and events attended include: The pier protest. the Halloween Pumpkin Carving, Dementia Buddies coffee morning, Marshalling at the Fireworks and Festive Lights, Healthy living meetings and the memorial service at the Marine Hall. Spent a busy day raising money for Friends of the Memorial Park as Santa in the grotto.

As part of many appearances as Santa raised a total of £1000 for Brian House Children's Hospice. Was congratulated on this by the Councillors and members of the public in attendance.

Has been appointed a governor at Larkholme Primary

Assisted a Fleetwood family with damp issues in their home.

#### Cllr B Stephenson



Has had involvement with the Jameson Rd fly-tipping issue. Nothing else to report.

Cllr Taylor

Assisted with complaints from Larkholme residents about dim street lighting, and pavements and streets in poor condition leading to trip hazards for the elderly and infirm.

Cllr McLaughlan

Attended many similar events and meetings to other members, enjoyed the Santa sprint and hoped it could be repeated this year. Has been involved in encouraging residents to report odours to United Utilities regarding the water re-cycling plant and requested a link goes up on the Town Council webpage (added to News Articles on 6/2/16).

Cllr Rogers reminded all members to be careful when dealing with matters that overlapped with other wards, and to keep other councillors informed as a matter of courtesy.

**2181**    ADJOURNMENT TO ALLOW PUBLIC PARTICIPATION

- a) Neighbourhood Policing Team report.  
The new Policing Team representative Nathaniel Cox sent his apologies as he was on a training course. A written report was submitted and is enclosed.
  
- b) Presentation by Fleetwood Celebration organiser - James Hodgkinson.  
Following on from a community consultation which indicated outdoor music events would be well received in the town, the organiser has made approaches to the Tram Sunday organisers, Wyre Council and the Associated Ports authority (ABP) and proposes to stage a series of live events as follows:
  - Friday 14<sup>th</sup> July 6-11pm. Free music event for 16-18 year olds "Down to the Wyre" on private dock land. Alcohol not allowed.
  - Saturday 15<sup>th</sup> July 2017 – Family fun day at the "Dock St Festival". Free day time event – licenced.
  - Charge to be made (to be decided) for adults only evening event to 12 midnight.
  - Sunday 16<sup>th</sup> July 2017. Dock area vacated for Tram Sunday public parking. Post 6pm after-party and music event. Free entry.

The organisers are hoping to encourage visitors to stay longer in the area over the Tram Sunday weekend. Meetings are ongoing with the Wyre Safety Advisory Group and issues such as security, portaloos, traffic management and nearby camping facilities are being addressed.

The organiser invited the members and public to attend an open day promoting the event on 11<sup>th</sup> march, 12 noon – 6pm at the North Euston Hotel.

In response to questions from Councillors and members of the public, Mr Hodgkinson confirmed the following:

- The organisers are in discussion with Tram Sunday and Spare Parts organisers
- Security for the under 18s event will be controlled by online ticket purchasing, chipped wrist bands, organised transport and gated entrance with security (Police and private)
- Roads will be closed, but only at certain times to allow for safe transportation
- Wyre Council has been approached for permission



c) Mr Ian Johnstone advised the meeting that he is campaigning for residents to report odour problems in relation to the UU waste water plant, in the hope that detailed investigations would take place at OFWAT (see Cllr McLaughlan's report). The Council agreed to put his contact details on the website. Mr Johnstone also reported that the landfill site would close in March 2017 and be capped with earth shortly afterwards.

#### MEETING RECONVENED

- 2182 REVIEW AND APPROVE THE INTERIM AUDIT AND BANK RECONCILIATIONS UP TO 19<sup>TH</sup> DECEMBER 2016  
It was resolved to approve the bank reconciliation (9 approved, 1 abstention). Cllr Hewitt questioned the lack of named creditors against the cheque numbers. Duly noted and the meeting was advised this would be fully itemised in the Q3 financial return.
- 2183 TO APPROVE OFFICE CLEANING CLEANING HOURS  
It was resolved to approve the temporary cleaning hours for a CAB member of staff (9 for, 1 against). Thanks were forwarded to the CAB member of staff for stepping in. Cllr Hewitt requested that the role be advertised and was duly noted by the Chairman.
- 2184 TO APPROVE THE EXTRA COSTS OF £280 TO G. B LEC FOR THE LARGE CHRISTMAS TREES ELECTRICITY CONNECTIVITY  
Cllr Rogers advised the wires had been damaged through burial and were unsafe. It was resolved to approve the costs (9 for, 1 against).
- 2185 TO APPROVE THE COST OF LIFTING KEYS  
The members were advised that the contracted builder had left the existing keys in Chorley. Additional keys were procured at £20.76 which has been fully reimbursed by the builder. It was resolved to approve the costs (Unanimous)
- 2186 TO APPROVE THE PURCHASE AND INSTALLATION OF OFFICE SHELVING  
It was resolved to approve the expenditure of £150.00 for this work (9 for, 1 against)
- 2187 REPLACEMENT OF OFFICE WIRELESS KEYBOARD  
It was resolved to approve this cost as the keys were completely worn out. (unanimous)
- 2188 PURCHASE OF A KEY SAFE TO MEET SECURITY REQUIREMENTS  
It was resolved to approve this cost (unanimous)
- 2189 TO APPROVE BID WRITING TRAINING FOR THE CDO  
It was resolved to approve this cost (unanimous)
- 2190 PAYMENT FOR EMERGENCY GAS CALL OUT  
It was resolved to approve this cost (unanimous)



- 2191 TO APPROVE THE ISSUE OF REPLACEMENT £30 CHEQUE FOR GB LEC (PREVIOUS CHEQUE CANCELLED)  
It was resolved to approve this cost (unanimous)
- 2192 TO APPROVE THE RETENTION OF £200 PETTY CASH, AND £100 EVERY OTHER MONTH THEREAFTER (IF REQUIRED) INDEFINITELY, TO COVER OFFICE UTILITIES AND ESSENTIAL SUPPLIES CURRENTLY NOT OBTAINED BY CONTRACTED SUPPLIER (BASIC OFFICE SUPPLIES)  
An amendment was proposed to increase the initial amount to £400 to make immediate payment for software purchases (previously approved) printer cartridges and goods agreed at agenda items 2187 and 2188. It was confirmed that current insurance covered this and that all amounts would be fully reconciled and receipted as per required audit standards. It was resolved to approve the amendment and the retention of petty cash (unanimous).
- 2193 TO DISCUSS AND AGREE THE PURCHASE OF A LARGE CHEQUE (RE-USABLE)  
It was resolved to approve this cost (unanimous). Item to be purchased will be from Jumbo XL.
- 2194 TO DISCUSS AND APPROVE CHANGES TO CHRISTMAS OFFICE OPENING HOURS: TO CLOSE 22/12/17 (THE LAST WORKING DAY BEFORE CHRISTMAS, AND THEREAFTER).  
It was resolved to approve this cost (9 for, 1 against)
- 2195 DISCUSSION - THE FORMER FLEETWOOD PIER SITE.  
Permission for the application to build flats on the site was refused at Committee stage. Fleetwood Town Councillors were vocal in their opposition. It is not known if an appeal or further application will be forthcoming. The meeting was then adjourned for public participation.
- 2196 PUBLIC PARTICIPATION
- MOP's questioned why insurance was not in place for the original building.
- General discussions took place regarding the lease requirements and any applicable covenants regarding the future use of the land.
- MOP's raised issues about site safety and the hole in the floor of the base. Councillors advised they were making representations to Wyre Council regarding security.
- MOP asked for Wyre to be pushed on the matter of security as the site was dangerous.
- MOP asked for a formal complaint to be made regarding the Planning committee's conduct in the matter.
- LCC Councillor Beavers advised they were seeking a copy of the lease and if legal, it would be made public.
- AOB
- MOP asked what the current position was with the skate park as there was no mention of it in the CDO report. The issue has not gone away, however the Council are still awaiting a response from Wyre to see if land use can be agreed. A new group called "Together we make a difference" will be asking if they can take development of the skate park as part of their remit.
- MOP asked what was happening with the Ferry? As far as the Council knows the tender process is still ongoing therefore there is no update on potential operators. The vessel has been gifted to Wyre Council by LCC.



MOP questioned if anyone has adopted Jameson Rd as it provides access to UU, Wyre and LCC property and sites. The Council could not offer an answer, but advised the outcome of investigations into the fly-tipping may shed some light on the matter.

### MEETING RECONVENED

- 2197 TO NOTE CAT SMITH MP'S LETTER OF THE 12<sup>TH</sup> JANUARY  
All Councillors to respond directly to Cat Smith MP with any comments
- 2198 TO NOTIFY THE COUNCIL OF THE INVITATION TO CLLR T ROGERS TO SIT ON THE BOARD OF TRUSTEES OF THE FLEETWOOD MUSEUM TRUST, AND TO INVITE ANOTHER COUNCILLOR AS AN OBSERVER FOR FUTURE MEETINGS.  
Noted and approved by the members
- 2199 TO NOTE PLANNING APPLICATIONS CONSIDERED BY MEMBERS.  
Noted – no comments made.
- 2200 PLANTING UP EXISTING PLANTERS ALONG THE PROMENADE/ESPLANADE.  
Noted and approved. It was confirmed that it was not too late to order and our suppliers could meet the additional request should the council approve.
- 2201 FLEETWOOD CARNIVAL COMMITTEE – APPLICATION FOR GRANT AID.  
Councillors questioned the justification for Pilling band and Poco Loco (non-local) and the associated cost, and what the item on the accounts regarding Christmas dinner related too. It was resolved to defer the application to the February meeting and request clarification from the organiser.
- 2202 INFORMATION AND ITEMS FOR INCLUSION IN THE NEXT AGENDA  
Membership on the Fleetwood Museum Trustees Board, and the Terms of reference to be further discussed.
- 2203 ACCOUNTS FOR PAYMENT

It was resolved to approve all Accounts for Payment as included within the Information Pack (9 for, 1 against), as follows:-

Enviroguard (pest control allotments) August invoice unpaid in error.	£51.96
JW Fish – festive lights sundries	£114.82
Mark Hodgson Plumbing – Emergency Gas call out	£45.00
Barton Grange – repair of vandalised trees	£60.00
Stationery4less – office supplies	£40.39
Clerk salary for January 2017 (NET)	£834.80
Community Development Officer salary for January 2017 (NET)	£952.96
HM Revenue & Customs for January 2017	£516.14
Ex – gratia payment to M Hargreaves for 29 hand over hours @ £12.440(NET)	£288.76



2204 DATE AND VENUE OF THE NEXT MEETING BE ON TUESDAY 28<sup>TH</sup> FEBRUARY 2017 AT THE NORTH EUSTON HOTEL, 7PM.

**PRESS AND PUBLIC WERE EXCLUDED FROM THE FOLLOWING ITEMS**

2205 TO DISCUSS PERSONNEL MATTERS SALARIES AND WORKPLACE PENSIONS

2206 INTERIM FESTIVE LIGHTS PAYMENTS - TO DISCUSS AND APPROVE.

**ADDENDUM**

Various discussions amongst the members took place regarding queries on Festive lights expenditure and standards, protocols and conduct during the meeting. The Chairman advised Cllr Hewitt at several points in the meeting that her comments were inappropriate, and in his view, were bringing the Council into disrepute in a public meeting. He advised that he would report the matter to the Standards Committee at Wyre Council, and consider a "not to be heard" order at the next meeting.

The meeting closed at 9.30 p.m.

Signed .....

Dated .....