



Fleetwood Town Council

Onward to a Better Future

Festive Lights Committee Meeting

MONDAY 17 FEBRUARY 2020, 7pm.

In a meeting room at the North Euston Hotel.

AGENDA

- 859 Open the meeting, announcements and to accept apologies for absence.
- 860 To accept the Minutes of the Meeting of 13 January 2020 (enclosed). *Please return/scan signed minutes to the clerk – Julie Dalton*
- 861 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.
- 862 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.
- 863 The committee chairman reminds all members to take note of the standing guidance at appendix A.
- 864 To note the current Festive Lights budget statement for Jan 2020.
Balance is £ 8,520.97 - Budget Statement enclosed.
- 865 To approve the following invoice for payment (copy enclosed):
- Blackpool Council ad-hoc charges – Illuminations (£8017.18+VAT Total £9620.62).
- 866 To update the committee on the request for a refund from Blackpool Council with regard to the tram continuing down Lord Street whilst Parade was underway. *Clerk*
Clerk emailed BC but it was referred back to forward onto Blackpool Transport; email forwarded but no response (copies enclosed). Recent chase-up email sent 10/2/20 – awaiting response.



867 To update the committee on Fundraising – action points from last meeting :

1. Race Night

• **Compare availability – CEDO**

CEDO confirmed availability of Compare

• **Bowling club booking for 18 April – Secretary**

• **Quote for catering from Taylors – Robert Brown**

• **Pink Wellies – CEDO**

No response from PW, email sent to Secretary. CEDO has sourced other catering options for discussion (enclosed).

(NB: only part of the quotes in pack, Secretary has the complete papers)

2. Quiz Night

• **Availability of Martin Crane – Secretary**

• **Bowling club booking for 17 September – Secretary**

3. ASDA Bucket Collection – Cllr Stirzaker & Secretary

868 Committee to discuss other ideas for (to include the deferred idea ‘ Pitch at the Firework Night’ put forward at last meeting) between May and August. Also, to discuss and agree if committee wish to attend and have a stall at the Marine Hall Christmas Market (see enclosure). CEDO

869 To update the committee following the approach to Barton Grange with regard to the cost of the trees. Clerk

The clerk emailed BG still awaiting a response to 2nd email – copies of emails enclosed to include a recent chase-up, dated 4/2/20 and 12/2/20 respectively. Response to recent chase-up received 12/2/20 – see pasted message below:

“Morning Irene, Apologies for not getting back to you sooner.

The costs for the current three year deal included the purchase of new LED lighting for all the trees. Over time the original red & white lights had degraded but unfortunately they are no longer made.

The decision was made by the council to opt for multi-coloured lighting for all the trees and the cost of the new lights has been spread across the three years hence why the annual cost is more than previous years.

Hope this clears that up”.

Guy Machin

Tel: 01772 866226

Manager

Grounds Maintenance

www.bartongrangelandscapes.co.uk



- 870 To update the Committee re the quote requested for the tree at Fisherman's Walk to be moved and secured. *Cllr Stirzaker***
- 871 To update the committee re the letter of thanks to FTFC for hospitality at the Xmas Party event. *Clerk***
Clerk confirmed letter sent – copy enclosed.
- 872 To update the committee with regard to the issue being raised with Parkside over the cost of drinks – *Cllr Stirzaker***
- 873 To update committee with the amounts raised at Christmas Party. *Clerk***
Committee to note Party Ticket sales totalled £1,980.00 but there are still some monies to come in. The Willow lanterns came in at £35 and the raffle at £750.
- 874 AOB**
- 875 Items for discussion at next meeting**
- 876 To agree a date and time for 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 very happy to provide advice on the way forward.