**You are summoned to attend the**

**Full Town Council on Tuesday 29 June 2021**

**North Euston Hotel Fleetwood 7:30 p.m.**

Irene Tonge (Clerk and RFO) – Signature: ……………………….

**This meeting was cancelled owing to unexpected absences leaving the meeting inquorate.**

**AGENDA**

**3362** **Opening of the meeting.**

**3363** **To accept apologies for absence. *Chairman***

**3364 To record Disclosable Pecuniary Interests from members (including their spouses, civil partners, or partners) in any item to be discussed. Councillors MUST NOT make representations or vote on the matter therein. *Chairman***

**3365 To record Other (Personal or Prejudicial) Interests from members in any item to be discussed. Councillors should state if they need to bar themselves from discussion and voting on any related matters. *Chairman***

**3366** **To accept the minutes of the meetings of 25 May 2021 (enclosed)**. ***Chairman***

**3367** **To appoint representatives to outside bodies –** **brought forward from FCM Agenda of 18 May 2021, which was cancelled. *Chairman***

1. **Wyre Area Committee x1, currently Cllr Crawford**
2. **Planning Ambassador x1, currently Cllr Shewan**

 **c) Rotary Fireworks Committee x1, currently Cllr Blair**

 **d) Fleetwood back on track x1, currently Cllr Raynor**

 **e) Shop Watch representatives x2, currently Cllrs Raynor & George**

 **f) Healthier Fleetwood Trustee x2, currently Cllrs Raynor & Beavers**

 **g) Fleetwood Museum x1, currently Cllr Blair**

 **h) Disability champion x1, currently Cllr George**

 **i) Armed Forces Champion x1, currently Cllr Crawford**

**3368 To appoint representatives to Fleetwood Town Council Committees and Sub- Committees. Chairman has put forward for consideration and approval, that all Councillors must be on at least one Committee - brought forward from FCM Agenda of 18 May 2021, which was cancelled. *Chairman***

**a) Grievance Panel x4, currently Cllrs Smith, Armstrong & Raynor,**

 **b) Grievance Appeal Panel x4, currently, Cllrs Beavers,**

**c) Festive Lights Committee x10, currently Cllrs Smith (Chair), Stirzaker, Raynor, Armstrong, Beavers, Julie Dalton (Secretary) and**

 **4 Members of the Public.**

**d) Fleetwood in Bloom (FIB) Committee x 4, currently, Cllr George (Chair), Cllrs Beavers, Shewan, CEDO L Harrison**

**3369 To appoint representatives to Fleetwood Town Council working parties (numbers are suggested minimums) and to consider and approve if any should be changed to become a committee - brought forward from FCM Agenda of 18 May 2021, which was cancelled. *Chairman***

**a) Employment Working Party, currently Cllrs Stirzaker, Smith, Raynor, Beavers**

**b) Media Working Party, currently Cllrs Stirzaker, Raynor, Armstrong**

 **c) Health Working Party, currently, Cllr George**

**d) Precept Working Party, currently, Cllrs Stirzaker, Armstrong, Crawford, Beavers**

**e) Allotments Working Party, currently, Cllrs Blair, Raynor, George and CEDO Lauren Harrison**

 **3370 To adjourn the meeting for a period (1) of public participation.**

 **Please note the Council cannot make any decision on any matter raised which has not already been included on the formal agenda; such items may be considered for future meetings. *Chairman***

**3371 To reconvene the meeting. *Chairman***

**3372 To note and approve the budget monitoring documents for:**

* **Main Income & Expenditure (enclosed)**
* **Festive Lights Income & Expenditure (enclosed)**
* **FIB Income & Expenditure (enclosed)**
* **Allotments Income & Expenditure (enclosed)**
* **End of Year 2020/21 Income and Expenditure (enclosed)**

**3373 To approve retrospectively the payment of the following invoices:**

* **10 x 75 Litre Miracle Gro Compost (FIB) - £80.00**
* **5 litre tine of Conseal Paint for Boat (FIB) - £61.66**
* **Deposit for Magical Mascots - Festive Lights Parade - £100.00**
* **Deposit for NEH - Xmas Party (FLs) - £150**
* **Payment for Handy Man jobs on Allotment – £50.00 (S137)**
* **Payment for Handyman Jobs in the Office - £60.00 (S137)**
* **Screwfix – paint, paintbrush, rawlplugs, vent - £19.26**
* **Sanitiser Station for Allotments and 15 Litres of Hand Gel - £124.78**
* **Lighthouse Stationery - £62.10**
* **Zoom subscription - £28.78**
* **10 x Geraniums for FIB - £16.00**
* **FIB Sundries - £4.58**
* **FIB Sundries - £10.00**

**3374 To note and approve the cash withdrawals via ATM from the FIB budget for the purchase of plants and other FIB sundries (the breakdown of spend with receipts will be tabled at the July FCM).**

**Councillors to note that all the documents for items 3375 to 3379 were issued to you with the Agenda for 18 May, which was subsequently cancelled. Be assured that the comments/suggestions received have been incorporated in the final documents.**

**3375 To accept the revised Risk Management Plan as per annual review of key**

**documents (brought forward from FCM Agenda of 18 May 2021, which was cancelled). *Clerk***

**3376To accept the revised Risk Management Register as per annual review of key documents (brought forward from FCM Agenda of 18 May 2021, which was cancelled). *Clerk***

**3377 To accept the revised Internal Controls Policy as per the review of key documents (brought forward from FCM Agenda of 18 May 2021, which was cancelled).*Clerk***

**3378 To accept the revised Complaint Handling Procedure, as per annual review of key documents (brought forward from FCM Agenda of 18 May 2021, which was cancelled).*Clerk***

**3379 To accept the revised Anti-Harassment Policy, Procedure, as per annual review of key documents (brought forward from FCM Agenda of 18 May 2021, which was cancelled). *Clerk***

**3380 To consider and approve for the CEDO to proceed to source a Board for the office with up-to-date photos of all Councillors and staff for displaying in the downstairs Council Office.**

**3381 AGAR – Council to note an extension from the external auditor has been requested by the Clerk, following the advice from the newly appointed internal auditor. The AGAR will be tabled on the July Agenda.**

**3382 To adjourn the meeting to allow public participation (2). *Chairman***

**3383 To reconvene the meeting. *Chairman***

**3384** **To note planning applications considered by members and agree any action to be taken or response to the planning authority (enclosed).** ***Chairman***

**3385 To note Temporary Prohibition Orders and agree any action to be taken or responses to LCC (enclosed).** ***Chairman***

**3386 To approve accounts for payment, including June salaries - see information sheet on page 2.**

**3387 To receive items for information and items for inclusion in the next agenda subject to full information being available. Members are reminded that no discussion or decision may be taken.** ***Chairman***

**3388 The next meeting will be on Tuesday 27th July at the North Euston Hotel at 7pm**

***The above items deferred to next meeting in July***