Fleetwood Town Council

Onward to a Better Future

**Minutes of the Full Council Meeting**

**Held on 12th November 2024**

**at 7.00 pm at the North Euston Hotel Fleetwood**

**Cheryl Raynor, Chairman: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **4188** | Opening of the Meeting – ***Chairman***  **Present**: Chairman Cllr C Raynor, Vice Chairman Cllr M Blair, Cllr J Martin, Cllr R Raynor, Cllr J Kuruvakadua, Cllr H Swatton, Cllr M Belshaw, Cllr C Smith, Cllr M Moliner and Shirleyanne Munro (Acting Clerk & Responsible Finance Officer)  **Chairman’s Update:**  Chairman, Councillor Cheryl Raynor gave an update to the meeting, on behalf of Wyre Borough Councillor Ruth Duffy, on the Pharos Ward, covering areas relating to the Fleetwood Market, the clock at Ash St, the pitch and putt on the esplanade and the playground on Blakiston Street.  Councillor Duffy continues to work hard in the ward and can be contacted by residents at any time.  Copies of her ward report are available from the Council Office. |
| **4189** | To receive apologies for absence – ***Chairman***  **Apologies** were received and recorded for: Lorraine Beavers MP, Cllr K Nicholson and Irene Tonge (Clerk)  **Not Present**: Cllr Andy Craig and Cllr Carole Stephenson |
| **4190** | To record Disclosable Pecuniary Interests from 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 - ***Chairman***  Noted. None declared |
| **4191** | To record Other (Personal or Prejudicial) Interests from members in any item to be discussed. Committee members should state if they need to bar themselves from discussion and voting on any related matters - ***Chairman.***  Noted. None declared |
| **4192** | To accept the minutes of the Council meeting from August 27th, 2024 – ***Chairman / All***  **The minutes were overwhelmingly accepted by the Council.**  Approved by Cllr Robbie Raynor  Seconded by Cllr Harry Swatton |
| **4193** | To accept the minutes of the Council EOM from September 2nd, 2024 – ***Chairman / All***  **The minutes were overwhelmingly accepted and agreed by the Council.**  Approved by Cllr H Swatton  Seconded by Cllr M Blair |
| **4194** | To accept the minutes of the Council EOM from September 10th, 2024 – ***Chairman / All***  **The minutes were unanimously accepted and agreed by the Council.**  Approved by Cllr C Smith  Seconded by Cllr M Belshaw |
| **4195** | To accept the minutes of the Council EOM from October 7th, 2024 – Chairman / All  **The minutes were agreed and accepted by the Council.**  Approved by Cllr M Moliner  Seconded by Cllr M Belshaw |
| **4196** | 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***   * Fleetwood Area Police – *Not Present* * Members of the Public |
| **4197** | To reconvene the meeting - ***Chairman*** |
| **4198** | Dr Barbara Kneale, FCAS, Presentation around soil and water testing – **Chairman / Dr Barbara Kneale / All**  Chairman, Councillor Cheryl Raynor welcomed Dr Kneale and her colleagues from Fylde Coast Against Sewage (FCAS) to the meeting.  Dr Kneale gave an overview of the work that FCAS carry out, ranging from;   * Weekly seawater tests from Marine Beach and send for lab analysis * Test for Bacteria: Intestinal enterococci and E.coli   Continuing Dr Kneale provided data relating to EA (Environment Agency) Samples from May to September 2024 on water from Fleetwood Beach.  A discussion took place relating the possibility of setting up an action group, with Cllr M Belshaw, nominating Cllr R Raynor to chair and lead the group.  This was agreed by all present. The group shall be known as Fleetwood Flood Action Group. It was requested that this item be added to the next meeting agenda.  **Noted.** |
| **4199** | Accounts:   * To approve table of retrospective payments, including salaries, direct debits, charges and credits for September and October (up to the date of the agenda being issued (to be emailed to Cllrs) – ***Acting RFO, S Munro (This item was deferred until the following Council meeting, due to time restrictions on preparing report. Approval will be sought on Tuesday 3rd December)*** |
| **4200** | Application to Study – To note and approve the cost of Shirleyanne Munro (Acting RFO) undertaking the ILCA (Introduction to Local Council Administration) Qualification. An overview of this course, along with the costs are included within this pack. The cost of the course, including VAT is £120 (which is claimable back)  The training request was unanimously agreed and accepted by all Councillors.  Approved: Cllr M Blair  Seconded: Cllr M Belshaw |
| **4201** | Council Policy and Documentation - The Council are asked to review, note any amendments, discuss, and approve the updated– Chairman / Acting RFO   * Risk Management Register * Internal Control Document Paper   These papers have been reviewed by the Acting RFO, following on from the AGAR report for 2023 – 2024. Amendments have been made, where applicable, with roles being spread over the Council Officers.  These two papers are the first of many updates that will come to the Council for approval.  The documents were accepted by the Council.  Approved by Cllr M Belshaw  Seconded by Cllr H Swatton |
| **4202** | To *note* any / the planning applications considered by members and agree any actions to be taken or response to the planning authority – ***Chairman / All***  No planning applications were submitted for discussion. |
| **4203** | To adjourn the meeting for a period (2) 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*** |
| **4024** | To reconvene the meeting - ***Chairman*** |
| **4205** | To ask the Council to approve the request to seek and appoint a new Internal Auditor, for the for the forthcoming end of year financial review (AGAR) in lieu of the current auditor being disengaged – ***Chairman***  Following on from the EOM held on September 10th and subsequent discussions, Fleetwood Town Council have agreed, overwhelmingly, to the current auditor being disengaged (as per email issued by S Munro on 1st November) with the final invoice being processed duly.  The Council will start the procurement process in January 2025 for the appointment of a new Internal Auditor for the 2024 – 2025 AGAR. PKF Littlejohn have been advised accordingly of this decision.  Approved by Cllr H Swatton  Seconded by Cllr R Raynor |
| **4206** | To note and approve the dates of 2025 Full Council Meetings – ***Chairman / All***  All dates were approved by the Council.  **Action**: To be uploaded onto the website (S Munro)  Chairman, Cllr C Raynor advised the Council and the MoP present, that even though the dates have been agreed, the location may change due to the process for taking over Warrenhurst is under way. Continuing the meeting noted that the Chairman and S Munro, are working with solicitors relating to Land Registry and Surveyors for a valuation / building condition report.  An update on Warrenhurst will be given as soon as feasibly possible. |
| **4207** | 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 / All***   * It was agreed to add ‘Friends of Warrenhurst Group’ to the agenda * It was agreed to add ‘Fleetwood Flood Action Group’ to the agenda |
| **4208** | To note the date and time of next full council meeting is Tuesday 3rd December 2024 at North Euston Hotel, 7pm  Noted. |