



MORECAMBE TOWN COUNCIL

You are hereby summoned to attend the meeting of Morecambe Town Council at the Town Hall, Morecambe on **Thursday 2nd January 2020 commencing at 7.00 p.m.**

AGENDA

1. **Apologies for Absence.**
2. **Declaration of Interests:** To receive declarations by Members of interests in respect of items on this Agenda. Members are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 10 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.
3. **Minutes:** To consider draft minutes of the previous meeting on 5th December 2019.
4. **Public Participation:** To adjourn the meeting for a period of public discussion and to provide 'information only' updates on activities in recent weeks.
5. **Motion by Morecambe Bay Independents:** *Morecambe Town Council will look to buy the Frontierland site, by compulsory purchase order if necessary, for the benefit of the residents of Morecambe and Heysham. The derelict site has monopolised the promenade for too many years already and must be put back into leisure use. Some of the suggested uses are a conference hotel, an ice hockey/skating rink and a velodrome, but any positive leisure ideas would be considered. The site can no longer be left neglected as a detrimental divide between the central and west end of Morecambe.*
6. **Budget setting and Precept 2020/21**
7. **Grant Funding:** To consider Festival Funding and Miscellaneous Grant submissions (Town Clerk to Report)
8. **Payments List** (to follow): To consider payments for approval

9. **Planning Applications, Temporary Road Closures**

Application No:	Description & Site Address
19/000042/REF	Retrospective application for the change of use of 2 industrial units to mixed use units; 1 comprising a warehouse with shop & office and 1 comprising warehouse, brewery, bar/shops, smoking hut and a beer garden area – Newgate, White Lund Industrial Estate, Morecambe
19/01478/FUL	Retrospective application for the installation of replacement windows – 1 Skipton Street and 238 Marine Road Central, Morecambe
19/01488/FUL	Change of use of shop to café, installation of a new shop front, replacement windows and doors and installation of glass balustrades to create external seating area – 1 – 7 Euston Road, Morecambe LA4 5DB
19/01493/ADV	Advertisement application for the display of one externally illuminated fascia sign – 269 Marine Road Central, Morecambe LA4 5BX
19/01498/FUL	Erection of a part single storey and part two-storey side extension; erection of a single storey rear extension and construction of dormer extension to the front and rear elevation - 73 Gringley Road, Morecambe LA4 4SF
19/01505/FUL	Erection of a two-storey side extension - 11 Hyde Road, Morecambe LA4 6NU
Temporary Traffic Regulation Order: Prohibition of traffic on Back Marine Road, Morecambe from junction of West End Road to junction with Albert Road from 0930 to 1530 on Wednesday 22 nd January 2020 or until completed	

10. **Planning decisions (see agenda pack)**

11. **Date of Next Meeting – Thursday 6th February 2020 at Morecambe Town Hall commencing at 7pm.**



Bob Bailey

Town Clerk. 20th December 2019



MORECAMBE TOWN COUNCIL

DRAFT MINUTES of the Meeting of Morecambe Town Council held on Thursday 5th December 2019 at 7.00 p.m. at Morecambe Town Hall.

Present: Councillors: P. Heath (Chairman), J. Ashworth (Vice-Chair), T. Anderson, P. Anderton, Mariusz Balcer, Mirka Balcer J. Bates, V. Boyd-Power, T. Clarke, R. Cleet, I. Clift, G. Dennison, R. Dennison, M. Evans, J. Firth, J. Hanson, D. Jenkins, C. Matthews, J. Newton, M Pattison, J. Pilling and P. Ross-Clasper.

Officers in Attendance: B. Bailey (Town Clerk), N. Kitchen (Assistant Clerk), P. Bradley (Environmental Enforcement Officer)

The Chairman opened the meeting by warmly welcoming everybody present.

85. **Apologies for Absence:** Councillors: S. Burns, J. Goodwin and D. Whitaker.
86. **Declarations of Interests:** Councillors Anderton, Boyd-Power, Goodwin, Hanson and Matthews declared a personal interest in agenda item 10, Planning Applications, as they were all Members of Lancaster City Council's Planning Committee.
87. **Minutes of Meetings held on 7th November 2019:** The Council considered the Minutes of the Meeting of the Town Council held on 7th November 2019 and it was **RESOLVED** that, subject to minor amendments, the minutes be signed as a correct record.
88. **Public Participation:** A resident from Poulton Ward addressed Council regarding environmental matters within the Ward and advised Members that the area is subject to frequent fly tipping, dog fouling and various forms of anti-social behaviour. It was suggested that this area would benefit from the installation of a mobile CCTV camera.
89. **Clerk's Report:** Members considered the Clerk's report:

- 1) **Banking arrangements:** The Clerk advised Members that the new banking arrangements had been finalised, and that authorised payments could now be paid by the Banks Automated Clearing Service (BACS). The Clerk assured Members that a clear audit trails and internal controls are in place to ensure that payments are accurate and timely.

The Town Council Agenda will now include a monthly '*Payments List*', generated from the Council's accounting system, of payments due for Members consideration and approval. These will subsequently be processed online through the Council's bank account and electronically authorised by two of the four named Members on the bank mandate.

- 2) **Website Tenders:** The Clerk updated Members on the latest position regarding the tenders for a replacement website. It was reported that, as previously approved, a working group was established to determine the preferred provider. Three providers were invited to give a presentation and discuss their proposals on 23rd November 2019. It was reported that the Group had been impressed by all proposals and after consideration had unanimously agreed to **recommend** that the Town Council award the contract to Coherent, based in Lancaster.

Members asked questions about the company and their proposal and it was then **RESOLVED** that Coherent be awarded the contract to renew the Council's website. **ACTION:** Town Clerk to thank all tenderers for their time and effort in submitting proposals and that the current providers be thanked for their previous support.

- 3) **Freedom of Information Requests:** The Town Clerk had circulated a letter from the Information Commissioner's Office (ICO) regarding a range of Freedom of Information Act (FOIA) requests from June 2019 asking for detailed information on a range of matters dating back to the inception of the Town Council, in 2009. It was noted that these requests had not previously been brought to the attention of the Town Council by the former Town Clerk.

Members were advised that the ICO required a formal response from the Town Council by 12th December 2019. The Town Clerk had contacted the ICO to inform them that the former Town Clerk had recently resigned his post.

Given the long history and nature of FOIA requests by the same 'complainer', Members were asked to consider application of Section 14 (1) of the FOIA act on the basis that the requests had the '*potential to cause a disproportionate or unjustified level of disruption, irritation or distress*'.

Members were reminded that the complainer had previously been issued with a *Community Protection Notice* in pursuant to Section 43 of the Anti-Social Behaviour, Crime and Policing Act 2014. Cllr Dennison stated that he would be willing to provide a written statement to the ICO if required.

After some discussion it was **RESOLVED** that the request be considered vexatious on the basis that compliance is likely to '*cause a disproportionate or unjustified level of disruption, irritation or distress*' and that the Town Clerk inform the Information Commissioners Office accordingly.

90. **Payment's List:** Members considered the *payments list* for December, including two Miscellaneous Grant Fund and three Festival Grant fund requests. After some questions, it was **RESOLVED** that the payment list be approved, subject to consideration of Agenda item 91, and that the Town Clerk arranges for payment by BACS.
91. **Festival's Funding:** Members were advised that all three Festival Grant applications provided relevant and accurate financial information and supporting evidence. Having assessed the information provided the Town Clerk was satisfied that the applications met the specified criteria for grant funding. It was then **RESOLVED** that the festival grants be awarded.
92. **Planning Applications, Temporary Road Closures and Planning Decisions:** Members were informed that as previously resolved a Planning Committee had been established and had adopted a revised Terms of Reference. Councillors Cleet and J. Ashworth had been elected Chairman and Vice-Chairman respectively. The Committee will meet each month prior to the Town Council Meeting to consider planning applications and make recommendations for the Town Council's response.

Councillors Anderton, Boyd-Power, Goodwin, Hanson and Matthews left the meeting having previously declared an interest.

The following Planning Applications were then considered:

Application No:	Description:	Site Address:
19/0165/TPO	Reduce the canopy of Yew tree by 33%	184 Bare Lane, Morecambe LA4 6RN
19/01431/FUL	Change of use of a dwelling to one maisonette and one flat; demolition of existing rear outrigger and erection of a replacement three storey rear extension	78 Lancaster Road, Morecambe LA4 5QN
19/01451/FUL	Construction of a hip gable extension, construction of a dormer extension to the rear elevation & insertion of a window to the side elevation	78 Osborne Road, Morecambe LA3 1AB

Temporary Traffic Regulation Order: Back Avondale Road West, Morecambe from its junction with Balmoral Road to its junction with Westminster Road - Prohibition operative from 0800 on Thursday 28th November until 1700 on Monday 2nd December 2019

Temporary Traffic Regulation Order: Back Marine Road, Morecambe – Prohibition operative from 0800 on Monday 2nd December until 1600 on Wednesday 4th December 2019

Temporary Traffic Regulation Order: Back Marine Road, Morecambe from its junction Albert Road to its junction with B5274 West End Road – Prohibition operative from 0800 on Monday 13th January to 1700 on Monday 15th January 2020

After some discussion it was **RESOLVED** that all planning application be 'supported in principle' and that the Temporary Traffic Regulation Orders be noted.

Councillors Anderton, Boyd-Power, Goodwin, Hanson and Matthews returned to the meeting at this point.

93. **Morecambe in Bloom:** Following the resolution at the November meeting of the Town Council that a Committee be established with specific responsibility to: oversee the annual Morecambe in Bloom competition; manage allotments and deal with environmental enforcement matters, Members were advised that the first Meeting of this committee will be in January 2020, date to be confirmed.

94. **Personnel Committee Report:** Council passed the following recommendation in relation to this agenda item: -

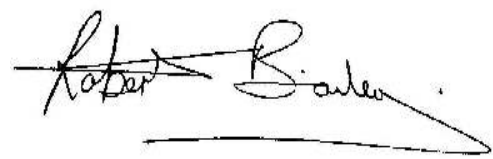
"That, in accordance with Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it could involve the possible disclosure of exempt information as defined in paragraph 1 of Schedule 12A of that Act."

Members considered the arrangements for the termination of the contract of the former Town Clerk following his resignation after a period of long-term sickness and a request to reduce his working hours. After much discussion, it was **RESOLVED** that the former Town Clerk be paid up to the date of his resignation from the Town Council based on his substantive hours and rate of pay, prior to his long-term sickness.

95. **Date of Next Meeting:** Thursday 2nd January 2020 at 7.00 p.m. The meeting ended at 7.40 p.m.

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Chairman

A handwritten signature in black ink that reads "Robert Bailey". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Bob Bailey, Town Clerk

01524 422929 or via email to clerk@morecambe.gov.uk

20th December 2019

DRAFT



Planning Application Comments & Decisions January 2020



Application Number / Description	Town Council Representation	Planning Authority Decision / Status
19/01254/FUL: Erection of a two-storey side extension, construction of a hip to gable extension & construction of dormer extensions to the front & rear elevations - 73 Gringley Road, Morecambe LA4 4SF	Support the planning application in principle	Application Withdrawn
19/01302/FUL: Change of use from trampoline park to a flexible use comprising either retail or leisure use and alterations to the external cladding of the building - Jump Rush, 21 Northumberland Street, Morecambe LA4 4AY	Neutral comment - An isolated retail type outlet may have a detrimental impact on existing retailers' businesses	Awaiting Decision
19/01305/FUL: Erection of a single storey rear extension; creation of a raised terrace to the rear & a boundary wall - 381 Marine Road, Easy Morecambe LA4 5AH	Support the planning application in principle	Application Permitted
19/01321/FUL: Change of use of a flat to a studio flat & a 1 bed flat - 1 Queen Elizabeth Court, West End Road, Morecambe LA4 4EG	Support the planning application in principle	Application Permitted
19/01351/ADV: Advertisement application for the display of four internally illuminated freestanding digital advertisement screens & and internally illuminated wall mounted digital advertisement screen - McDonald's Restaurant, Morecambe Road, Lancashire LA3 3AB	Exact location of signage needed and it may be problematic for drivers * neighbouring residential areas	Application Permitted
19/01372/FUL: Demolition of existing side extension & erection of a single storey side extension - 37A Acre Moss Lane, Morecambe LA4 4NB	Support the planning application in principle	Application Refused
19/01375/FUL: Partially retrospective application for the construction of a hip to gable extension & a dormer extension to the rear elevation - 27 Lawnswood Drive, Morecambe LA3 3LU	Support the planning application in principle	Application Permitted
19/0165/TPO: Reduce the canopy of Yew tree by 33%	Support the planning application in principle	Application Permitted
19/01431/FUL: Change of use of a dwelling to one maisonette and one flat; demolition of existing rear outrigger and erection of a replacement three storey rear extension	Support the planning application in principle	Awaiting Decision



Planning Application Comments & Decisions January 2020



Application Number / Description	Town Council Representation	Planning Authority Decision / Status
19/01454/FUL: Construction of a hip gable extension, construction of a dormer extension to the rear elevation & insertion of a window to the side elevation	Support the planning application in principle	Awaiting Decision