



MORECAMBE TOWN COUNCIL

MINUTES of the Meeting of Morecambe Town Council held on Thursday 5th

March 2020 at 7.00 p.m. at Morecambe Town Hall.

Present: Councillors: T. Anderson, P. Anderton, A. Ashworth, V. Boyd-Power, R. Cleet, T. Clarke, I. Clift, M. Evans, J. Firth, J. Goodwin, J. Hanson, P. Heath, C. Matthews, J. Newton, J. Pilling, M. Pattison, P. Ross-Clasper, D. Whitaker

Officers in Attendance: B. Bailey (Town Clerk)

There were seven residents in attendance at the meeting. The Vice-Chairman opened the Meeting by welcoming everybody present. She advised Members that Cllr Ashworth had stepped as Chair due to family commitments and then requested nominations for Chair, initially for the remainder of the municipal year 2019 – 2020.

Nominations were received for Cllrs Heath, Hanson and Matthews. Cllrs Heath and Hanson expressed a willingness to stand. Cllr Matthews thanked Members for the nomination but expressed a wish to continue as Vice Chair until the end of the Municipal year.

On being put to the vote, Cllr Hanson was elected as Chair for the remainder of the municipal year. Councillor Hanson thanked Members and duly took the Chair.

20032. **Apologies for Absence:** Apologies were received from Cllrs J Ashworth, J Bates, S Burns, R Dennison, G Dennison, D Jenkins, Mariusz Balcer and Mirka Balcer.

20033. **Declarations of Interests:** Town Councillors who serve on Lancaster City Council's planning committee declared an interest in agenda item 20040. Councillors Pattison and Ross-Clasper requested a dispensation on matters on the agenda due to their respective association as an elected County Councillor and Proprietor of a local guest house.

20034. **Chairman's Urgent Business:** There were no matters of urgent business from the Chair.

20035. **Minutes:** The Council considered the Minutes of the Meeting of the Town Council held on the 6th February 2020. Cllr Heath requested that the approved budget for 2020/21 be attached to the supporting papers on the Council's website.

Questions were raised relating to the motion proposed by Cllr Pilling around the independent audit of the Council's accounts for 2019/20 and previous years.

After some discussion and clarification, it was accepted that the Minutes reflected the outcome of the motion and the subsequent amendment.

Cllr Heath challenged why draft Minutes had been published before approval at the subsequent Town Council meeting. The Town Clerk advised that in accordance with the Transparency Code 2015 draft Minutes from formal meetings must be published not later than one month after the meeting has taken place and that this is recognised proper practice.

Cllr Heath then questioned reference to the Minutes of the Extraordinary Meeting of the Town Council, held on 17th January 2020 being made available in the 'public interest' in relation to the discussion of exempt agenda items. Cllr Heath was advised that this would be discussed as part of the Finance and Governance report later in the agenda.

Given the matters raised it was **RESOLVED** that the Minutes would not, at that time, be signed by the Chair.

20036. **Public Participation:** The Chair invited members of the public to speak. Three Members of the public spoke on the following matters:

- 1) Minutes of the Extraordinary meeting of 17th January 2020 and questioned the reason why these had been taken off the Town Council's website;
- 2) Funding of the promenade orchestra concerts by the Town Council of which there had now been over 50 in total and had been recognised nationally;
- 3) The opportunity for the Town Council to work together for the benefit of the whole community and a request that the Town Council runs an event to celebrate the success of local boxer, Tyson Fury

The Chair thanked all speakers for their contributions and advised that there would be further discussion on the Extraordinary Minutes, later in the meeting.

20037. **Finance & Governance Committee:** The Chair of the Committee, Cllr Evans, reported on the Minutes and recommendation arising from its meeting on 17th and 27th February 2020. The following actions and resolutions were reported:

- 1) The committee terms of reference were approved after reference to delegated authority had been removed at the request of Members;

- 2) A *Summary Report* of all receipts and payments against budget will be produced at the end of every quarter so that financial performance can be effectively monitored, informed decisions made, and remedial action taken as required;
- 3) The Finance and Governance Committee will review the Town Council's financial management and budget planning processes in line with best practice and legislation and makes recommendations to the Town Council for approval;
- 4) With the benefit of improved financial reporting and monitoring the Finance and Governance Committee will review in detail the 2020/21 budget with any recommended amendments being made in line with Standing Orders;
- 5) The Town Clerk had presented a comprehensive paper setting out ten financial and governance objectives that the appointed internal auditor would be expected to achieve to meet the requirements of the Accounts and Audit Regulations and proper practice. These will be the basis of a specification for internal audit services and three quotations will be sought;
- 6) The Committee recommends that the Town Council publishes the Minutes of the Extraordinary Meeting of the Town Council held on Friday 17th January 2020 to comply with standards of openness and transparency in the public interest;
- 7) The newly established Festivals Committee will consider applications for the funding of festivals in 2020/21 and make recommendations to the Finance and Governance committee;
- 8) Having considered the quotations and support documents received the Finance and Governance Committee's recommendation is that *Internal Audit Yorkshire* be appointed for the audit of the Council's accounts, governance and internal control arrangements for the year ending 31st March 2020 and that the option to audit the 2018/19 accounts be considered upon completion;

- 9) The Committee recommends that the Town Council approves the letter, drafted by the Town Clerk, to the Information Commissioners Office setting out that the Town Council will not be responding to the Freedom of Information Requests in accordance with Section 12 of the Freedom of Information Act on the basis that the cost of complying with the requests will exceed the statutory cost limit (£450) and place a significant administrative burden on the Council;
- 10) The Committee had considered in detail its governance responsibilities and agreed to build on the standards and principles needed to ensure that the Council fulfils its purpose and functions; achieves its outcomes for the benefit of the local community and operates in an effective, efficient and ethical manner. A range of responsibilities had been set out and the Committee recommends that the Town Council approves the suggested approach to systematically review these during 2020/21.

The Chair thanked and congratulated Cllr Evans on his clear and comprehensive report. After some comments and questions, it was **RESOLVED** that the report be noted and that all recommendations be approved. Cllr Cleet requested a vote that the Minutes of the Extraordinary meeting held on 17th January 2020 be published on the Council's website as soon as practicable. On being put to the vote it was passed unanimously (12 in favour and 3 against).

20038. **Payment's List:** Members considered the *payments list* to 29th February 2020, which included payment for the new computer upgrades and year-end contributions to Lancaster City Council relating to environmental enforcement and tackling anti-social behaviour. Total payments reported amounted to £31,329.90.

After some comments, it was **RESOLVED** that payments as set out be approved and authorised.

20039. **Planning decisions:** Members considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning applications previously considered by the Town Council. It was noted that six planning applications had been permitted, one had been refused and two are awaiting a decision.

After some comments and discussion, it was **RESOLVED** that the up-to-date position on planning authority decisions on applications considered by the Town Council be noted.

20040. **Planning Applications, Temporary Road Closures and Planning Decisions:**

Councillors Anderton, A Ashworth, Boyd-Power, Goodwin, and Matthews left the meeting having declared an interest as Members of Lancaster City Council's Planning Committee.

Councillor Cleet (Planning Committee Chair) spoke to each of the following planning applications, reporting that the Planning Committee recommends that the Town Council supports them in principle.

Application No:	Description & Site Address
20/00174/FUL	Erection of a single storey extension to the front: 48 Broadway, Morecambe LA4 5XY Recommendation: Support in principle
20/00177/FUL	Erection of a single storey rear extension: 12 Thornton Crescent, Morecambe LA4 5PY Recommendation: Support in principle
20/00183/FUL	Erection of a single storey rear extension: 18 Marton Drive, Morecambe Recommendation: Support in principle

After some comments, it was **RESOLVED** that all planning applications be supported in principle. Councillors Anderton, A Ashworth, Boyd-Power, Goodwin, and Matthews returned to the meeting.

The Environmental Enforcement Officer then updated Members on the work that he had been doing in the last few weeks.

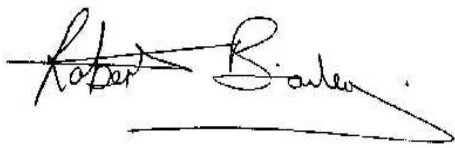
Several questions were asked and answers given to matters around litter and fly-tipping, enforcement and a request that the speed indicator device be moved from its current position to Battismore Road.

20041. **Date of Next Meeting:** The date if the next meeting is Thursday 2nd April 2020 at 7.00 p.m.

The meeting ended at 7:55pm

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Chairman

A handwritten signature in black ink, appearing to read "Robert Bailey". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Bob Bailey, Town Clerk

DRAFT