



Morecambe Town Council

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Proper Officer: Mr Luke Trevaskis

Minutes of Ordinary Meeting of Morecambe Town Council held remotely (via online Zoom platform) at 7pm on first day of October 2020

Present: Councillors Cary Matthews; Tony Anderson; Paul Anderton; June Ashworth; Alex Ashworth; Shirley Burns; Mariusz Balcer; Mirka Balcer; John Bates; Vicky Boyd-Power; Roger Cleet; Trisha Clarke; Ian Clift; Glenys Dennison; Roger Dennison; Merv Evans; Jason Firth; Jake Goodwin; Patricia Heath; Janice Hanson; Margaret Pattison; Paula Ross-Clasper and David Whitaker

In attendance: Mr Luke Trevaskis (Proper Officer) and five members of the public.

20111

Apologies

Apologies for absence received from Cllr Pilling.

20112

Declarations of Interests

Cllr Pattison noted membership of Lancashire County Council.

20113

Minutes

It was unanimously resolved to defer the minutes of the meeting held on 2 July 2020.

It was resolved to accept the minutes of the meeting held on 3 September 2020 subject to an amendment to minute 20100 to read "the Council resolved to approve the budget report, along with its delegated authority, with an amendment to remove the term Alley Champion Project and replace with Backstreet Project".

20114

Public Participation

A member of the public commented on the Council's remote meeting policy that should clarify the minutes of 2 July 2020. The member of the public also advised of a request for recordings, a copy

of a Personnel Committee meeting, and indicated for draft minutes to be made available to the public.

20115

Standing Orders

It was unanimously resolved to refer the Standing Orders to the finance and Governance Committee for review to be brought back to the next meeting of the Council for adoption.

20116

Scheme of Delegation

It was resolved to adopt the Scheme of Delegation subject to an amend to the first sentence of the Committee section to read "Committees of the Council are delegated."...

20117

Committees

Personnel Committee

It was resolved unanimously to constitute a Personnel Committee, adopt the Terms of Reference and approve a membership of eight members - Cllrs A Ashworth, J Ashworth, P Heath, P Anderton, M Evans, R Cleet, J Hanson, M Pattison.

Finance and Governance Committee

It was resolved to constitute a Finance and Governance Committee, adopt the Terms of Reference and approve a membership of nine members. The Council elected eight members to the Committee - Cllrs R Dennison, J Firth, M Balcer, J Bates, P Heath, J Pilling, J Ashworth, P Ross-Clasper.

Festivals, Sponsorships and Events Committee

It was resolved to constitute a Festivals, Sponsorships and Events Committee. It was resolved to adopt the Terms of Reference subject to an amend to section 3(viii) to read "To ensure that organisers complete any necessary risk assessments and obtain required permission, event licenses, or other agreements that are required to be obtained prior to any event". The Council elected nine members to the Committee - Cllrs M Pattison, J Goodwin, D Whittaker, P Clarke, P Ross-Clasper, P Heath, A Ashworth, V Boyd-Power, J Ashworth.

Meeting was adjourned for a small break and reconvened at 21:14.

Grants Committee

It was unanimously resolved to adopt the Grant Criteria subject to the deletion of "for private gain" in section 1(f), the amend to section 1(l) to read "...not to fund the project, unless the application is returned in a substantially modified form", and the addition of section 1(i) to read "organisations applying for a grant of less than £1,000 will be required to submit invoices to support their application. Organisations applying for a grant of £1,000 or more, but less than £10,000, will be required to submit invoices and accounts to support their application. Organisations applying for a grant of £10,000 or more will be required to submit independently audited accounts to support their application."

It was unanimously resolved to adopt the Grant Application Form with an inclusion of an additional budget template in section 13.

It was unanimously resolved that “Morecambe Town Council area” would clarify the scope of the eligibility.

20118

Next Meeting

The Council noted the date of the next meeting to be held on 5 November 2020.

20119

Audit (2018-2019)

It was resolved to approve the statement subject to moving the third paragraph prior to the second, and adding “apologise for its failings and” after the fifth word on the second sentence of the new second paragraph.

It was resolved that the audit report would be published in full.

20120

Freedom of Information

It was resolved to submit the Freedom of Information request to the complainant and the ICO.

Meeting was adjourned at 22:35. Agenda items 7 (iv) and 8 were not considered.