



Morecambe Town Council

Morecambe Town Hall,
Marine Road
Morecambe
Lancashire
LA4 5AF

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clerk@morecambe.gov.uk

Proper Officer: Mr Luke Trevaskis

22 April 2021

To: **Members of Morecambe Town Council**

Dear Councillor,

Dated this twenty-second day of April 2021, you are hereby summoned to attend the ordinary meeting of Morecambe Town Council to be held at 19:00 on the twenty-ninth day of April 2021.

The meeting will be held remotely, via the online meeting platform 'Zoom'.

The members and public can join the meeting via the internet by inserting the following link into the address bar of their browser:

[https://us02web.zoom.us/j/88472376847?
pwd=RVVwTG1HdndYVVNvU3lzSWNuVjVoZz09](https://us02web.zoom.us/j/88472376847?pwd=RVVwTG1HdndYVVNvU3lzSWNuVjVoZz09)

Alternatively, if members or the public have a personal Zoom account, they may join the meeting with the following details:

Meeting ID: 884 7237 6847
Passcode: 908006

Alternatively, the meeting can be joined by dialling +44 (0) 20 3901 7895 from a landline or mobile telephone.

Your sincerely,

Mr Luke Trevaskis
Proper Officer

Agenda

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to note declarations of members' interests.
3. **Minutes** - to receive and confirm the minutes of the last meeting.
4. **Public Participation** - to receive representations from members of the public.
5. **Welcome Back Fund** - to receive an update on the fund and consider potential projects that could be of benefit to Morecambe.
6. **3 Year Action Plan** - to consider the three-year action plan and recommendations of the Personnel Committee.

Motion: to approve the action plan, subject to any amends, to be reviewed and updated every six months, alongside a three-year projected budget forecast.

Motion: to delegate recruitment and employment terms of the below positions to the Personnel Committee to support the implementation of the action plan, subject to remuneration and job descriptions being approved by any associated committees, and taking into consideration national agreed terms of employment.

Proper Officer (Budget: Staffing)

Lengthsman / Town Ranger (Budget: Environment Committee)

Community Engagement / Events Officer (Budget: Festivals, Sponsorships and Events Committee)

7. **Lancashire Association of Local Councils** - to note Morecambe Town Council is eligible for three seats on LALCs Area Committee and to consider the approval of the Chairman, Vice Chairman and Proper Officer to take up these seats.
8. **Annual Report** - to consider the format of the annual report and agree content.
9. **Neighbourhood Plan / Morecambe Area Action Plan**

The Neighbourhood Plan is now moving into its next phase and a further grant application will be required to complete the scope of the project.

It is also noted that the lifespan of the Morecambe Area Action Plan (MAAP) concludes this year and the Neighbourhood Plan must accord with any revision of this document. Therefore, representations must be made to Lancaster City Council regarding the MAAP and there may be an opportunity to assist in any revision of the document.

Motion: to delegate decisions regarding the scope and budget of the Neighbourhood Plan to the Finance and Governance Committee, in addition to liaison with Lancaster City Council regarding the Morecambe Area Action Plan, and any subsequent work that may arise from its revision.

10. **Policies** - to approve the Training Policy, Expenses Policy, Appraisal Policy, Health and Safety Policy and Community Engagement Policy.

11. Finance

- i. To approve the 2020-2021 end of year accounts.

12. NALC Local Council Award Scheme

Motion: this council confirms by resolution that it meets all requirements for NALCs Local Council Award Scheme.

13. Provisional Calendar of Meetings 2021-2022

To approve the following provisional dates:

Annual Meeting of the Council - (TBC subject to outcome of remote meeting challenge in High Court)

Annual Meeting of the Electors - (TBC subject to outcome of remote meeting challenge in High Court)

2nd Ordinary Meeting of the Council - 15 July 2021

3rd Ordinary Meeting of the Council - 16 September 2021

4th Ordinary Meeting of the Council - 18 November 2021

5th Ordinary Meeting of the Council - 20 January 2022

6th Ordinary Meeting of the Council - 17 March 2022