



Morecambe Town Council

Morecambe Town Hall,
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Lancashire
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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 the twenty-ninth day of April 2021

Present: Councillors Cary Matthews (Chairman); Paul Anderton; June Ashworth; Alex Ashworth; John Bates; Vicky Boyd-Power; Patricia Clarke; Glenys Dennison; Roger Dennison; Shirley Burns; Jake Goodwin; Patricia Heath; Margaret Pattison; Jim Pilling, Jason Firth, David Whitaker.

In attendance: Mr Luke Trevaskis (Proper Officer) and no members of the public.

Minute 20270

Apologies

Apologies for absence received from Cllrs Evans, Clift, Cleet, Hanson, Mirka Balcer and Mariusz Balcer.

Minute 20271

Declarations of Interests

Cllr Pattison noted membership of Lancashire County Council.

Minute 20272

Minutes

The Council approved the minutes of 18 February 2021.

Minute 20273

Public Participation

No members of the public were present.

Minute 20274

Welcome Bank Fund

An introduction was provided to the Welcome Back Fund by Mark Davies of Lancaster City Council.

It was confirmed the fund cannot be used for activities such as:

-Grants to businesses

- Capital expenditure
- Activity that provides no additionality

It was confirmed the fund can be used for activities such as:

- Temporary public realm changes
- Business-facing awareness raising activities-Communications and public information activity to ensure the reopening of local economies can be managed safely
- Support to develop an action plan

Lancaster City Council has been awarded £228,905 which includes £100,000 supplement as a coastal authority.

The Proper Officer agreed to circulate further government guidance to all members.

It was resolved to hold an ideation session with the Innovation Working Group whereby all members could present ideas of how this fund could be best utilised for Morecambe.

Minute 20275

Three Year Action Plan

The Council resolved to adopt the three-year action plan and a projected three-year budget rising 5% annually.

The Council resolved to delegate recruitment and employment terms of the three 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 nationally agreed terms of employment.

- 1) Proper Officer (Budget: Staffing)
- 2) Lengthsman / Town Ranger (Budget: Environment Committee)
- 3) Community Engagement / Events Officer (Budget: Festivals, Sponsorships and Events Committee)

Minute 20276

Three Year Action Plan

The Council resolved for the Chairman, Vice Chairman and Proper Officer to take up three seats on LALC's Area Committee.

Minute 20277

Annual Report

The Council considered the content of the annual report and delegated its completion to the Proper Officer.

Minute 20278

Neighbourhood Plan / Morecambe Area Action Plan

The Council resolved 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.

Minute 20279

Policies

The Council resolved to adopt the Training Policy, Expenses Policy and Appraisal Policy.

The Council resolved to adopt the Health and Safety Policy subject to the below amends:

2.6

Antepenultimate word “do” to be replaced by “carry out”.

2.8

“Require all outside contractors to confirm possession of robust health and safety procedures and adhere to all health and safety legislation.”

The Council resolved to adopt the Community Engagement Policy subject to the policy being amended to reflect public representation at meetings must be limited to matters on the agenda.

Minute 20280

Finance

The Council considered the budget report, payments list and receipts list, and confirmed all reconciled to the bank, approving the end of year accounts.

Minute 20281

NALC Local Council Award Scheme

The Council confirmed by resolution that it meets all the requirements for NALCs Local Council Award Scheme.

Minute 20282

Calendar of Meetings 2021-2022

The Council resolved to hold the following meetings:

Thursday 27 May 2021 - Annual Meeting of the Electors - 6pm

Thursday 27 May 2021 - Annual Meeting for the Council - 7pm

Thursday 1 July 2021 - Full Council Meeting - 7pm

Thursday 2 September 2021 - Full Council Meeting - 7pm

Thursday 4 November 2021 - Full Council Meeting - 7pm

Thursday 6 January 2022 - Full Council Meeting - 7pm

Thursday 3 March 2022 - Full Council Meeting - 7pm