



## Morecambe Town Council

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Proper Officer: Mr Luke Trevaskis

### Members of Morecambe Town Council

*Cllr R Walsh - Chairman*  
*Cllr G Knight - Vice Chairman*

*Cllr C Ainscough, Cllr J Ainscough, Cllr D Blacow, Cllr D Bottoms, Cllr L Bradbury, Cllr P Clarke, Cllr B Cooper, Cllr F Cooper, Cllr C Cozler, Cllr R Dennison, Cllr W Dixon, Cllr K Gee, Cllr P Hart, Cllr J Goodrich, Cllr J Hanson, Cllr C Kent, Cllr D Knight, Cllr J Livermore, Cllr M Pattison, Cllr J Pilling, Cllr J Rogerson, Cllr J Slater, Cllr M Stenneken, Cllr D Whitaker*

# Minutes - 20 June 2024

Minutes of Morecambe Town Council's Full Council Meeting held at 7pm on the twentieth day of June 2024 at Morecambe Town Hall, Marine Road, Morecambe, LA4 5AF.

#### Record of Attendance:

**Councillors:** R Walsh (Chairman), C Ainscough, J Ainscough, D Blacow, D Bottoms, L Bradbury, B Cooper, R Dennison, W Dixon, J Goodrich, J Hanson, P Hart, C Kent, D Knight, G Knight, J Livermore, M Pattison, J Pilling, J Slater, M Stenneken, D Whittaker

**Officers:** Luke Trevaskis, Peter Fisher, Joel Beal, Helen Freeborough

**Press:** None

**Public:** 10

### **Minute 2024/25 - 017 - Apologies**

Apologies for non-attendance received from Cllrs F Cooper, C Cozler, K Gee, J Rogerson.

### **Minute 2024/25 - 018 - Declarations of Interest**

Cllrs R Dennison, P Hart, M Pattison, M Bottoms, J Livermore, J Ainscough declared an interest as a Councillor of Lancaster City Council.

Cllrs C Ainscough and D Whittaker declared they are employees of Lancashire County Council.

Cllr M Pattison declared an interest as a Councillor of Lancashire County Council.

### **Minute 2024/25 - 019 - Minutes**

Cllr G Knight asked about the wording with regard to **Minute 2024/5 - 008 Parking**. Chief Officer confirmed that the amendment to the wording had been made ahead of the meeting.

The minutes of the last Full Council meeting were approved.

### **Minute 2024/25 - 020- Public participation**

*To receive representations from electors that have requested to speak by 10am regarding a matter on the agenda. ([Morecambe Town Council Standing Orders - Sections 1d-1l](#)).*

None.

Cllr Roger Cleet (Lancaster City Council) asked to speak, but he had not submitted a request to speak at the meeting in line with the regulations. He was therefore not granted permission to speak, but he did address the Chamber, stating that he believed that the correct procedures to publish the Full Council meeting agenda for 20 June 2024, had not been correctly followed as it had not appeared on the Council's website three days prior to the meeting. The Chair replied to confirm that whilst the agenda had not been published online it is *not a legal requirement*. The full agenda had been displayed in full in the reception area of Morecambe Town Hall within the legally required timescale.

### **Minute 2024/25 - 021 - Planning Application 24/006221/FUL**

Members were asked to consider objections to the planning application 24/006221/FUL for the proposed conversion of 21 Clarendon Road East, into an 8 bedroom House of Multiple Occupancy (HMO). Several significant concerns had been identified which are summarised as follows:

- Parking issues
- Noise Pollution
- Loss of Family homes
- Pressure on waste disposal service
- Potential for anti-social behaviour.

Cllr J Ainscough addressed the Council and asked that Members support the objection.

*Members considered the objections raised and approved for the objection to be submitted to Lancaster City Council planning department.*

### **Minute 2024/25 - 022 - Financial Regulations**

Members were asked to note that the Model Financial Regulations document produced by NALC has been reviewed, and to consider the Financial Regulations and agree amends as recommended by the Finance and Governance Committee.

*Members approved the Financial Regulations amendments.*

### **Minute 2024/25 - 023 - Financial Risk Management Scheme**

Members were asked to review and agree the proposed amends as recommended by the Finance and Governance Committee.

*Members approved the amendments.*

### **Minute 2024/25 - 024 - Standing Orders**

Members were asked to review and agree the proposed amendments to Section 17 as recommended by the Finance and Governance Committee:

*Section 17. Financial Matters - Any **income** or expenditure **received or committed** by the Council shall be in accordance with the Council's financial regulations.*

*Members approved the standing order amendments.*

### **Minute 2024/25 - 025 - Policies**

Members were asked to review and agree the proposed amends to the following policies

- Reserves Policy
- Income and Debt Management Policy
- Expenses Policy

The Council delegated to the Finance and Governance Committee to have responsibility for updating and amending these policies as required.

*Members approved the amendments to these policies.*

### **Minute 2024/25 - 026 - Annual Governance and Accountability Return 2023-2024 (Accounts and Audit Regulations 2015)**

Members were asked to consider the draft governance assertions, end of year budget account summary, annual accounting return and bank reconciliation for submission to the External Auditor by the end of June 2024.

Cllr Bottoms asked when the Annual Governance and Accountability Return (AGAR-24) will be published and it will be published at the same time as the period of Electors Rights is published online (before 30 June 2024).

A member of the public asked where the accounts can be viewed, and the Chair stated that all budgetary details will be available online.

Cllr B Cooper, Chair of the Finance and Governance Committee, summarised for Members the role of the Finance and Governance Committee. He reiterated that all policies and procedures are in place and correctly followed, and that Morecambe Town Council is subject to both an internal and external audit.

Cllr R Walsh invited Cllr Roger Cleet (Lancaster City Councillor) to attend a meeting with himself,

the Chair of the Finance Committee and the Chief Officer, where he could discuss his concerns in private. Cllr Cleet replied that he would accept the invitation. He further asked if he could view the un-redacted council bank statements at this meeting, but was told that this would not be possible as the bank statements contain some personal sensitive information of individuals and employees, and this would be in breach of GDPR.

Cllr B Cooper (Chair Finance and Governance Committee) publicly issued an invitation for the MP David Morris (Morecambe and Lunesdale) to meet with him privately to discuss his concerns.

### **Minute 2024/25 - 027 - Armed Forces Champion**

Members were asked to consider the creation of an Armed Forces Champion role for the Town Council and to nominate a Member to fulfil this role.

The Armed Forces Champion role is a designated position within local government, organisations, or communities aimed at supporting and advocating for the needs and interests of military personnel, veterans, and their families.

The Armed Forces Champion will play a crucial role in ensuring that the unique needs of the armed forces community are recognised and met, fostering a supportive and inclusive environment for those who have served their community.

*Cllr Roger Dennison was duly elected.*

### **Minute 2024/25 - 028 - Multi-Dwelling Housing Champion**

Members were asked to consider the creation of a Multi-Dwelling Housing Champion role for the Town Council and to nominate a member to fulfil this role.

The Multi-Dwelling Housing Champion is a designated individual responsible for advocating for the proper maintenance, regulation, control and oversight of multi-dwelling housing units, including Houses of Multiple Occupation (HMOs). The role serves as a vital link between residents, local authorities, and regulatory bodies, ensuring that housing standards are upheld and resident concerns are addressed effectively.

Cllr M Pattison asked if the Multi-Dwelling Housing Champion would work with Lancaster City Councillors on this issue. The Chair confirmed that the person appointed would do so.

*Cllr Clark Kent was duly elected.*

### **Minute 2024/25 - 029 - Disability Champion**

Members were asked to consider the creation of a new position for a Member of the Council to become a Disability Champion to play a key role in promoting inclusion, accessibility, and equal opportunities for individuals with disabilities within the organisation and wider community. Their responsibilities will encompass advocacy, support, and overview of best practices to ensure that people with disabilities are valued and treated equitably.

Cllr J Pilling asked for clarification from the Chief Officer (LT) how it was decided that Champions for Armed Forces, Multi-Dwelling Housing, EDI and Disability should be appointed. LT replied that the decision to ask Members to consider appointing champions to specific areas had arisen following a previous discussion at Council on the issue of HMO's and that having a Member allocated with specific responsibility for this area would be beneficial.

*Cllr Claire Cozler was duly elected.*

### **Minute 2024/5 - 030 - Equality, Diversity, and Inclusion (EDI) Champion**

Members were asked to appoint a dedicated individual within the Council's membership to promote and advocate for equality, diversity and inclusion. The primary goal of the EDI Champion would be to foster an environment where all individuals are treated fairly, have equal opportunities and can thrive regardless of their background, identity or circumstances.

*Cllr David Whittaker was duly elected.*

### **Minute 2024/5 - 031 - 100th Anniversary of Eric Morecambe**

Members were asked to consider the historic occasion of the 100th Anniversary of the birth of Eric Morecambe, and to agree a request from the Festivals and Events Committee to organise an event in celebration of his life, preferably working with other organisations in the town.

Cllr P Hart outlined to Members a series of events for the town that could take place in 2026 to mark the centenary of the birth of Eric Morecambe. A discussion took place about other famous people associated with the town and Cllr Hart said that other famous residents could also be considered in future. Cllr B Cooper commented that having an event to mark the centenary of Eric Morecambe would bring visitors to the town which would be beneficial.

*Members voted in favour of holding an event to mark the Centenary of Eric Morecambe.*

### **Minute 2024/5 - 032 - Lancaster District Open Spaces Review**

Chief Officer presented a report - the Lancaster District Open Spaces Review - to Members, a report commissioned by Lancaster City Council.

Lancaster City Council is keen to understand more about how residents use and value local public open spaces and recreation facilities and what might improve their attractiveness to local people.

The assessment is being undertaken to provide a robust up to date assessment of open spaces which will help make decisions in relation to protect, maintain and improve open space provision as part of the new Local Plan.

The Town Council's response to the survey will help the City Council to understand the needs and aspirations of local people regarding open space and recreation facilities in the Morecambe area.

Members were asked to consider the proposed submission, based on residents feedback.

Cllr G Knight spoke to welcome the report and its findings. He commented that some of the car parking facilities in the town need some improvement in their appearance and asked whether it was possible that Lancaster City Council who maintain these could make an allowance for Morecambe Town Council to attend to the immediate work, or whether an outside contractor could be brought in to do the work (weeding and painting railings).

Cllr P Hart also asked whether Morecambe Town Council is able to influence Lancaster City Council to improve the appearance of the car parking facilities on the promenade, weeding and painting railings.

Cllr R Dennison commented that with the planned Eden project in Morecambe, it would be beneficial to ask Lancaster City Council to work with Morecambe Town Council to improve the appearance of the parking areas, especially on the Promenade.

Cllr J Ainscough assured all Members that she has been asking Lancaster City Council Public Realm team to address the weeding issue in the car parks in Morecambe. She also explained that at present Lancaster City Council is experiencing a shortage of staff who are able to carry out this work, and that currently the team are engaged in seasonal summer re-planting across the district.

Cllr Ainscough also clarified the position of Lancaster City Council that glyphosate weedkiller will not be used when carrying out spraying work. She further clarified that Spring planting has not been undertaken by Lancaster City Council since 2013, due to budget restrictions and that this year, the summer planting is taking place later than scheduled due to the excessive rain and bad weather earlier in the year. She stated that a budget of £65k has been allocated for summer planting.

Cllr P Hart commented that it would be prudent to ask the question 'what is the cost of not planting'.

*Members considered the report and voted in favour.*

### **Minute 2024/5 - 033 - Exclusion of the Press and Public**

*(Public Bodies (Admission to Meetings) Act 1960 - Section 1)*

*The Council is recommended to pass the following recommendation in relation to the following items:*

*"That, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following business, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons arising from the nature of that business or of the proceedings".*

Approved.

### **Minute 2024/5 - 034 - Festival Grant Application 2024/5 - 003**

Members were asked to consider the grant application (FGA 2024/5 -003) and consider actions.

*Members voted to approve the Festival Grant Application 2024/5 - 002 and award £8,000.00 to LGBT Out in the Bay for Morecambe Pride.*

### **Minute 2024/5 - 035 - Central Government Grant - Community Ownership Fund**

Members were updated by the Proper Officer on progress since the last meeting, and asked to review documentation following community engagement, delegating to officers to finalise the application following a review and approval of projected project costs, timescales, feasibility and ongoing operational costs, noting that a final decision to proceed at a future point in time if the Council were to receive a successful offer of funding.

The Chief Officer outlined that a community-led approach is crucial when seeking government funding for several reasons that include - local engagement and ownership, addressing specific needs, enhanced credibility and support, sustainable development, economic and social benefits, alignment with government priorities, accountability and transparency, evidence of demand. A community led approach not only increases the chances of securing government funding by aligning with levelling up priorities, but also ensures that the projects funded are sustainable, relevant and beneficial to the local community.

As previously outlined at Full Council, the Community Ownership Grant is an initiative to restore 'at risk' derelict assets into opportunities to deliver social value to communities. This is a fund available only to Parish and Town Councils, with up to £2m available as a grant. This fund is not available to principle authorities.

Morecambe Town Council is eligible to apply for a grant of up to £2m. If successful, the money would be used to transform a local asset into a multi-purposed space, to be used by the local community, and to host other attractions and services that would benefit residents and visitors to the town.

Members were asked to consider and approve that officers continue to progress with the application and any associated work parcels to be undertaken as part of the preliminary process. The actions, and budget, were agreed to be delegated to officers to facilitate and support the preparation of a full submission bid to the Community Ownership Fund for the restoration of a local asset, with all paperwork to be considered by Full Council at a future meeting.

Cllr C Kent said that he would be willing to review the insurance costs associated with this if required, He added that the Council should be thinking long term about this project and planning for the next 10 years.

Cllr B Cooper thanked both officers and members for pursuing this opportunity.

*The Council considered and approved that Officers continue with the preparation of the application.*