



Minutes

TOURISM AND LEISURE COMMITTEE

Date:	Thursday, 3 November 2016
Venue:	Town Hall, St Annes
Committee Members:	Councillor Cheryl Little (Chairman) Councillors Christine Akeroyd, Brenda Blackshaw, Julie Brickles, Maxine Chew, Susan Fazackerley, Richard Fradley, Paul Hodgson, Sandra Pitman, Vince Settle, Raymond Thomas.
Other Members:	Councillors Peter Anthony, Karen Buckley, Shirley Green.
Officers Present:	Allan Oldfield, Paul Walker, Ian Curtis, Darren Bell, Mark Wilde, Lyndsey Lacey-Simone.
Other External Representatives:	Mr John Miller - Chief Executive of Heritage Trust for the North West Mr Simon Thorpe - Project Manager for Lytham Hall Mr Tim Lince - Chairman - Lowther Gardens Trust Mrs Rosie Withers - Lowther Gardens Trustee Mr Peter Taylor - Cuffe and Taylor Mr Daniel Cuffe - Cuffe and Taylor Mr Jason Cotillard - Cuffe and Taylor
Members of the public:	Approx. 30 members of the public were in attendance at the meeting.

Public Platform

Under the Public Platform arrangements, Mrs Joanne Livesey, Mr David Gill and Mr Stanley Kitt addressed the committee on matters associated with the funding arrangements for Lytham Hall (agenda item 4 refers). The matters raised were addressed during the course of the presentation.

1. Declarations of interest

Members were reminded that any disclosable pecuniary interests should be declared as required by the Localism Act 2011 and any personal or prejudicial interests should be declared as required by the Council's Code of Conduct for Members.

Councillor Sandra Pitman declared a personal interest in item 4 relating to the Lytham Hall Capital Grant Monitoring Report in so far as she is a Lytham Hall volunteer.

Councillor Richard Fradley declared a personal interest in item 4 relating to the Lytham Hall Capital Grant Monitoring Report in so far as he is a Lytham Hall volunteer.

Councillor Cheryl Little declared a personal interest in item 5 relating to the Lowther Gardens Trust - Annual Report and Renewal of Service Level Agreements in so far as she represents the Council as a Trustee in the management of Lowther Trust.

Councillor Raymond Thomas declared a personal interest in item 5 relating to Lowther Gardens Trust - Annual Report and Renewal of Service Level Agreements in so far as he is involved in the Friends of Lowther Trust.

Councillor Brenda Blackshaw declared a personal interest in item 6 relating to Variation of Licence for Lytham Proms Ltd in so far as she is a personal friend of Peter Taylor.

2. Confirmation of Minutes

RESOLVED: To approve the minutes of the Tourism and Leisure Committee held on 8 September 2016 as a correct record for signature by the Chairman.

3. Substitute Members

The following substitution was reported under Council procedure rule 24(c):

Councillor Susan Fazackerley for Councillor Tim Ashton

Decision Items

4. Lytham Hall Capital Grant Monitoring Report

The Chairman invited Mr Darren Bell (Head of Leisure and Cultural Services), Mr John Miller (Chief Executive of Heritage Trust for the North West) and Mr Simon Thorpe (Project Manager for Lytham Hall) to the table to provide an updated report on the expenditure of the £300,000 capital grant awarded to Lytham Hall in August 2011.

By way of introduction, Mr Bell referred to the report (previously circulated) detailing the withdrawal of the remaining £1.7 million Heritage Lottery Grant and £1 million commitment from Lancashire County Council which had led to the Restoration Project being postponed. In addition, Mr Bell highlighted some of the concerns that had been raised about the Governance and financial management of the Restoration Project by Heritage Trust for the North West; the amount of external funding the Heritage Trust for the North West had received for Lytham Hall and how the restoration of Lytham Hall would be managed and delivered in the long term. Further details on this matter were set out in full in the report.

The report outlined some concerns raised by a preliminary review about compliance with grant conditions. The report also referred to similar concerns raised by other major funders and supporting organisations.

Members were further advised that the Heritage Lottery Fund had engaged Moore Stephens to carry out a governance report on the project and the findings of that report (yet to be made available) should assist with a way forward for the restoration of Lytham Hall.

Included as appendices to the report were: (i) Heritage Trust for the North West – Report of the Trustees and unaudited financial statement for the year ended 31/3/15; (ii) Heritage Trust for the North West – Press release August 2016; (iii) A letter from Lancashire County Council to Heritage Trust for the North West regarding financial support for Lytham Hall and (iv) Governance information in relation to Heritage Trust for the North West.

In addition to the above, a copy of the audited report and financial statements for the year ended 31/03/15 for the Heritage Trust for the North West was also circulated under separate cover prior to the meeting.

In inviting Mr Miller and Mr Thorpe to present the updated report, the chairman asked them to clarify a number of issues that had been raised. In response, Mr Miller and Mr Thorpe made a

presentation to members which included some of the highlights of 2016; an overview of HLF approved projects completed and those outstanding; HLF project costs as at 31 March 2016; details of further expected grant funding; matters associated with post HLF and the HTNW strategy for future years.

Various members of the committee commented on key aspects of the presentation including: the status of the Development Plan (which included the asset disposal strategy) for Lytham Hall; allegations that the Trust had missed important deadlines ; the cessation of funds from HLF and the Architectural Heritage Fund and grant from LCC; priorities for investments and expectations regarding the delivery of the restoration project; the outcomes of the Moore Stephens Report; concerns of what the £300,000 that Fylde Council gave to Lytham Hall had been spent on, how much of the grant remained, together with matters associated with the volunteer arrangements.

Following detailed consideration of this matter it was RESOLVED that Heritage Trust for the North West be advised:

1. That the committee is not confident based on the information and evidence presented:
 - (a) That the capital grant awarded to Lytham Hall has being spent in accordance with the Heads of Terms on the restoration project and
 - (b) That the current trustees and management of the Heritage Trust for the North West are capable of successfully completing the restoration of Lytham Hall as originally envisaged
2. That the Tourism and Leisure Committee ask for an independent audit to be commissioned to examine in detail and to ascertain:
 - (a) The reasons for some of the major funding bodies pulling out of the project.
 - (b) The findings of other work undertaken into the project such as the Moore Stephens report prepared by the Heritage Lottery Fund.
 - (c) Whether in light of this information the borough council can have any confidence that the existing trustees and management of HTNW will ever be able to complete the restoration of Lytham Hall within a reasonable time period.
 - (d) What has the £300,000 that Fylde Council gave to Lytham Hall been spent (to be suitably itemised)
 - (e) Whether in light of the outcome of 2 (d) above, the council has any grounds to demand repayment of the £300,000 grant awarded by Fylde Council in 2011.
5. Lowther Gardens Trust – Annual Report and Renewal of Service Level Agreements Including New Subsidy Request

The Chairman invited Mark Wilde (Head of Parks, Leisure and Cultural Services), Tim Lince (Chairman of the Lowther Gardens Trust) and Rosie Withers (Lowther Trustee) to present key elements of the report.

By way of introduction, Mr Wilde reminded members of the five-year Service Level Agreement that the Council has in place with the operating company of Lowther Gardens Trust, Lowther Gardens (Lytham) Management Ltd, to provide services at Lowther Pavilion.

Mr Wilde explained that as part of the agreement, the Trust must provide a report to the appropriate elected member group, (in this case the Tourism and Leisure Committee) at the conclusion of the financial year, summarising performance over the previous year. A copy of the report was included as an appendix to the report.

Mr Wilde went on to explain that the current Service Level Agreement expires 31 March 2017, and Members were requested to consider the proposed terms and continuation of this Agreement,

including a new subsidy request of £31,667 per annum over a 5 year term commencing 1 April 2017, as detailed in the report.

In addition to the above, members were advised that there is a supplementary Service Level Agreement between Fylde Council and Lowther Gardens Trust, to cover activities which are not part of the original Service Level Agreement relating to parks management, public convenience service, car parking service, building maintenance & engineering service and leisure services. Mr Wilde indicated that this agreement also expires 31 March 2017, and Members were requested to consider the terms and continuation of this Agreement, as detailed in the report.

The Chairman then invited Mr Lince to provide a summary of the performance of the service over the previous year and in doing so, he extended an invitation to members of the committee to view the new auditorium/facilities at a future date.

Members commented on key aspects of the report including: the Council's long term ability to continue providing a subsidy to Lowther; information on the visitor database; bar takings and matters associated with the parks management agreement. The questions were addressed in turn as appropriate.

Following detailed consideration of this matter it was RESOLVED:

1. To recommend to Council an annual unfunded revenue budget increase of £31,667 to provide an annual subsidy to Lowther Gardens Trust in the years 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22.
2. To recommend to Council the continuation of the Service Level Agreement as detailed in Appendix 2 of the report regarding the provision of services at Lowther Pavilion by the operating company of Lowther Gardens Trust, Lowther Gardens (Lytham) Management Ltd.
3. To agree to the terms and continuation of the supplementary Service Level Agreement between Fylde Council and the Lowther Gardens Trust as set out in Appendix 3 of the report.

(Councillor Maxine Chew requested that her name be recorded as having abstained from voting on the matter)

6. Variation to Licence for Lytham Proms Ltd

Mr Paul Walker (Director of Development Services) was invited by the Chairman to introduce the report. He advised members that Lytham Proms Ltd had developed Lytham Festival into a major annual event over recent years enhancing the reputation of the borough and bringing significant economic gain to the area.

Mr Walker went on to say that the original agreement with Lytham Proms Ltd for the use of the Green during the Lytham Festival was based on three consecutive nights of live concerts, the variation proposes increasing the number of nights of live concerts for Lytham Proms Ltd to support further development of Lytham Festival.

Mr Peter Taylor, Mr Daniel Cuffe and Mr Jason Cotillard of Cuffe and Taylor attended the meeting and addressed the committee on Lytham Proms Ltd vision for future years to enhance its artistic portfolio and broaden/ attract new audiences. A copy of the Lytham Festival fact sheet was circulated at the meeting.

Members sought clarification of a number of matters relating to car parking arrangements for future years and the management of complaints. These were addressed in turn by Mr Taylor.

Following consideration of this matter it was RESOLVED that the committee approve the following variation for the remaining 12 years of the licence with Lytham Proms Ltd for use of Lytham Green during Lytham Festival:

- i) The 'Concert Period' to be increased from three (3) consecutive live music events to a minimum of three (3) and a maximum of five (5) entertainment events during the licence period.
- ii) To increase the public liability insurance requirement in section 2.16 of the licence from £5 million to £10 million.

(Councillor Brenda Blackshaw abstained from voting on this matter)

7. Approval for Grant Funded Scheme for Implementation of a Health Walk on Blackpool Road North Playing Fields, St Anne's

Mark Wilde (Head of Parks) reported on a proposal to provide a grant funded scheme for improvements to the playing fields on Blackpool Rd North, St Annes in doing so, he recommended inclusion to the Capital Programme in 2016/17 (to be fully funded from the Tesco 'Bags of Help' grant of £12K) secured by the Parks Development Team on behalf of the Blackpool Rd North friends group.

Mr Wilde explained that officers from the Parks Development Team had been working in partnership with the Blackpool Rd North friends group during 2016, on a community project to improve the facilities on the existing playing field. This small project is part of a larger Masterplan to improve the whole site, and specifically relates to the creation of a 'health walk' around the perimeter of the site to encourage all members of the community to use the area.

Members were advised that the £12K grant was secured from the Tesco 'Bags of Help' fund and needed to be spent by the end of March 2017. The larger project of general improvements to the children's play area, landscaping, parking and drainage is currently going through the ten stage process of the community parks improvement programme and all elements of the scheme will be delivered by the Parks Development Team to ensure value for money and competent installation. There is no requirement for supplementary external funding for this part of the project.

This report described the details of the grant funding and summarised and details the procurement procedure and project management of the scheme by the Parks Development Team

Following consideration of this matter it was RESOLVED:

1. To recommend to the Finance & Democracy Committee that the Council act as accountable body for the proposed capital scheme;
2. To recommend to the Finance & Democracy Committee an addition to the 2016/17 capital programme in the sum of £12,000, to be fully funded from the Tesco 'Bags of Help' grant as detailed in the report;
3. To authorise the proposed expenditure in respect of the scheme to undertake improvements to Blackpool Road North Playing Fields as detailed in the report, subject to the Finance and Democracy Committee approving that the scheme be added to the capital programme for 2016/17.

Information Items

8. Developing a Policy on Events Including Club Days, Festivals and Concerts

This information report provided members with a position statement of the work undertaken by members of the committee at two workshops on the development of a policy on events including club days, festivals and concerts.

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