



MINUTES

Executive Committee

Date:	Thursday, 23 May 2024
Venue:	Town Hall, St Annes.
Committee Members Present:	Councillor Karen Buckley (Chairman) Councillor Richard Redcliffe (Vice-Chairman) Councillors Peter Collins, Chris Dixon, Ellie Gaunt, Gavin Harrison, Matthew Lee, Jayne Nixon, William Taylor and Tommy Threlfall.
Officers Present:	Allan Oldfield, Tracy Manning, Ian Curtis, Charlie Richards, Andrew Loynd, and Katharine McDonnell.
Others in attendance:	Three members of the public.

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. There were no declarations of interest on this occasion.

2. Substitute Members

The following substitute was reported under Council procedure rule 23 (c):

Councillor Gavin Harrison for Councillor Michelle Morris

Councillor William Taylor for Councillor Kelly Farrington

3. Confirmation of Minutes

RESOLVED: To approve the minutes of the Executive Committee meeting held on 25 April 2024 as a correct record for signature by the Chairman.

4. Medium Term Financial Strategy – Financial Outturn Report for 2023-24 – including Revenue, Capital and Treasury Management

Councillor Gaunt, Lead Member for Finance and Resources, presented the expected General Fund Revenue, Capital, and Treasury Management Outturn position for 2023-204. The comprehensive and detailed report covered the major variations between the latest approved budget and the actual outturn expenditure a summary of the impact on the council's services and included a summary of the council's treasury management operations for the financial year.

In her presentation Councillor Gaunt highlighted a favourable variance in the revenue outturn amounting to £749k, to be transferred into reserves; two smaller reserves to be closed and the balances transferred into the Capital Investment Reserve; and finally, a favourable variance in the capital programme due to several slippage requests.

With no further debate, it was RESOLVED to;

1. Approve the General Fund Revenue Outturn position as summarised in table 1 of the report;

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2. Approve the revenue slippage items and the transfer to general fund balances to fund these items as set out in paragraph 2.5 and Appendix C of the report;
3. Approve the transfers to the Capital Investment Reserve as set out in paragraphs 2.6 and 2.8 and as summarised in table 1 of the report;
4. Approve the closure of the ear-marked revenue reserves as detailed in paragraph 2.8 of the report.
5. Approve the transfers out of the four reserves as detailed in paragraphs 1.4 to 1.7 of the report to allow the funds to be used in line with the grant conditions in 2024/25 as required;
6. Approve the Capital Outturn position, including financing, as set out in sections 6 to 8 of the report;
7. Approve the capital slippage items as set out in Appendix E of the report; and
8. Approve the Treasury Management Annual Report as set out in sections 9 to 11 and the actual Prudential Indicators set out in Appendix F of the report.

5. Lowther Pavilion: Financial Assistance

Councillor Nixon, Lead Member for Tourism, Leisure and Culture, presented details of a proposed one-off capital grant of £250,000 to Lowther Pavilion Trust. She stated the theatre was an excellent asset for Fylde residents and by supporting the Trust through the payment of the grant, it would allow the Trust to grow and thrive.

Councillor Nixon advised that in agreeing to pay the grant to the Trust, the annual subsidy grant would cease after the current financial year, and a remaining £15,000 loan to the Trust would be repaid to the Council.

Following a brief debate, it was RESOLVED;

1. To approve an addition to the council's 2024/25 capital programme for a one-off capital grant of £250,000 to Lowther Pavilion Trust, fully funded from the council's Capital Investment Reserve, subject to the following conditions:
 - Termination of the annual subsidy grant paid to Lowther Pavilion Trust, with no subsidy being paid beyond the current financial year.
 - That the £250,000 capital grant is used for the internal refit of the newly constructed education centre and studio theatre annex.
 - That the remaining £15,000 outstanding (as at 01/04/2024) on the roof repairs agreement between the council and the Trust be repaid by the Trust.
 - That the Trust continue to deliver a program of performing arts, to develop audiences, support local groups, and make facilities available for council meetings and civil emergencies.
 - That the remaining funds required to complete the project are to be acquired from other funding bodies or benefactors.
 - That the Trust acknowledges and promotes the financial support provided by the council.
2. That the delegated authority is provided to the Head of Governance (Ian Curtis) in consultation with the Lead member for Tourism, Leisure, and Culture, and the Leader of the Council, to consolidate and revise the service level agreements with Lowther Trust to incorporate the details of the grant and the associated conditions.

6. Fairhaven Kiosk/Ice Cream Bar – Stanner Bank

Councillor Nixon, Lead Member for Tourism, Leisure and Culture, presented an update to the committee concerning the progression of the Fairhaven Kiosk/Ice Cream Bar project. She advised that it was recommended to close the project on the grounds that it was not commercially viable due to increased construction costs.

In response to questions Ian Curtis, Head of Governance, confirmed that legal proceedings were ongoing, but would be concluded via a consent order. Until proceeding had concluded he advised that it would be inappropriate to comment in detail on the planning advice which was the subject of the proceedings. He stressed that officers always strove to give the best advice to committees and never knowingly gave inaccurate or incorrect advice.

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Charlie Richards, Head of Regeneration and Engineering, in response to questions advised the budget had been set in 2021 with inflation in the period since had been particularly volatile. In terms of lessons learnt, he advised that fully costed risk management processes were now in place.

During the debate Councillor Collins proposed an additional recommendation, “ That the history of the decision making on this project be examined in depth, by one of the scrutiny committees, to ensure lessons were learnt.”

The proposed additional recommendation was seconded by Councillor Taylor.

Following further debate, a vote was taken and the proposal to add an additional recommendation was lost.

The recommendations, as printed in the agenda papers, were moved and seconded, and without further debate it was RESOLVED that

1. The council does not proceed with the procurement and delivery of the Fairhaven Kiosk/Ice Cream Bar capital scheme (also known as Project Vento) because of significant cost increases which have rendered the project economically unviable when reconciled with the council’s commercial strategy and the Duty of Best Value that the council is required to consider; and
2. Planning application 23/0651 for the scheme be withdrawn.

7. St Annes Event Space Project – Fully Funded Budget Increase

Councillor Karen Buckley, Lead Member for Corporate and Economic Development, introduced a report regarding the St Annes Event Space Project.

Charlie Richards, Head of Regeneration and Engineering, presented details of the proposed expansion of the St Annes Event Space project. He explained a scheme had been approved last summer, but following extensive consultation, a design had been developed that expanded the scheme. The expanded scheme would declutter St Annes Square, create greater impact and provide a space for a wider range of events.

To deliver the enhanced project it was proposed to increase the budget through capital virements, reallocations of existing funding and with the addition of funding from reserves. Charlie explained that the project had been assessed by quantity surveyors and a fully-costed risk assessment had been undertaken. The increased budget considered both inflation and funding for contingencies. He concluded by advising that subject to all approvals it was proposed to commence work in September 2024 to conclude by May 2025.

Councillor Buckley advised that the new design had been subject to consultation with St Annes councillors, St Annes Town Council and St Annes businesses. Feedback on the proposals had been very positive.

Following a debate, it was RESOLVED

1. To recommend to Council the approval of a fully funded increase to the St Annes Event Space project scheme in the Capital Programme for the total sum of £1,412,462 in 2024/2025, of which £173,452 in 2024/2025 funded from the Council’s Capital Investment Reserve, £840,000 in 2024/2025 in reallocated UK Shared Prosperity funding and £399,000 in 2024/2025 in capital virements from the Council’s Capital Programme under the St Annes Levelling Up Fund Round 3 application capital scheme.
2. To authorise the proposed additional expenditure of £202,483 in respect of the scheme as detailed within the report and confirm extension to existing contracts with BPD Ltd to the value of £125,500 and Gosling Consulting Ltd to the value of £76,983, respectively.

8. St Annes Bus Layby Relocation – New Capital Scheme

Councillor Karen Buckley, Lead Member for Corporate and Economic Development, presented a report regarding the allocation of funds for a bus layby relocation works. She explained the relocation was necessary to facilitate the delivery of the St Annes Event Space project.

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Charlie Richards, Head of Regeneration and Engineering, explained that bus layby would be relocated approximately 200m to the east of its current location, closer to the station. The closer proximity of the bus layby to the station would make accessing public transport simpler. He advised that the developer of the old JR Taylor's building had also been consulted regarding the relocation.

It was RESOLVED

1. Approve a fully funded addition to the Council's Capital Programme for the total sum of £222,033 in 2024/2025 to the St Annes Bus Layby Relocation Project, of which £222,033 in 2024/2025 shall be provided from the Council's Capital Investment Reserve.
2. To grant delegated authority to the Head of Regeneration and Engineering following consultation with the Lead Member for Corporate and Economic Development, to award the works contract for the above subject to the costs not exceeding the budget limit and negotiated through a framework direct award which complies with the Council's Contract Procedure Rules.

9. St Annes Swimming Pool Resurfacing Drawdown

Councillor Redcliffe, Deputy Leader, presented details of the capital works carried out to resurface parts of St Annes Swimming Pool Car Park, which had deteriorated beyond normal repair standards. He advised the works had been carried out under section 6.7 of the Council's Constitution Financial Procedure Rules due to the urgent requirement for these works to be carried out. The urgent nature being to ensure the works were completed ahead of the main holiday season.

It was RESOLVED to note the completion of necessary works to resurface parts of St Annes Swimming Pool Car Park and the associated capital expenditure of £33,512 incurred. These works were carried out under section 6.7 of the Council's Constitution Financial Procedure Rules due to the urgent requirement for these works to be carried out. In accordance with those rules the completion of these works is now being reported to the committee for information. These works form part of the approved capital programme scheme for car park improvements in the total sum of £120,000 for 2024/25.

10. Lytham Institute

Councillor Karen Buckley, Lead Member for Corporate and Economic Development, presented proposals to amend the constitution of the charity to enable additional trustees to be appointed to work alongside the council.

It was RESOLVED

1. Adopt the amended scheme as set out in appendix 1 as the scheme of governance of the Lytham Institute charity.
2. Adopt the conflicts of interest policy as set out in appendix 2 as the charity's conflicts of interest policy.
3. Establish a time-limited working group consisting of councillors Karen Buckley, Peter Collins, Nixon and Redcliffe to support the Head of Governance in the process for recruiting trustees and to report back to the committee with proposed role descriptions and recruitment process.

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