



Lytham Town Council
c/o Lytham Institute
27 Clifton Street, Lytham, Lancashire. FY8 5EP
Email : Clerk@lythamtowncouncil.gov.uk
Web: www.lythamtowncouncil.gov.uk
Chair Cllr Simon Newell
Clerk: Mr Luke Russell

Lytham Town Council - Council Meeting

To: All members of Lytham Town Council.

You are hereby summoned to attend the Council Meeting of the Town Council to be held on **Wednesday 14th January 2026** at **6.30pm** at the Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP.


C - RFO

Mr Luke Russell MA
Clerk & Responsible Financial Officer
Thursday 8th January 2026

Agenda

1.	Welcome, introduction, Audio Recording notice and Health & Safety. The Clerk will then confirm Member attendance and provide apologies for absence where received & accepted	CRFO & Chair
2.	Declarations of Interest and Dispensations A) Councillors to declare any interests in agenda items. B) Consideration of requests for dispensations.	Cllrs
3.	Approval of Minutes To approve the minutes of the Extraordinary meeting of the Council held on Wednesday 7 th January 2026.	Cllrs
4.	Public Participation (Open Forum) (Max 15 minutes, 3 minutes per speaker) • Members of the public may raise items with the Council in respect the business on the agenda The Chair may limit a member of the public to 3 minutes of speaking to ensure the smooth running of the meeting. Overall, the section will typically be limited to 15 minutes although the Chair, may at their discretion, extend this.	
5.	Matters Arising / Action Points from Previous Meeting * Decision 8(1) - Letter sent to FBC seeking information on Heritage Assets including Lytham Green - Reply received 08/12/2025 and circulated to Cllrs * Decision 8(2) - To invite Mr Paul Rigby, United Utilities * Decision 10(1) - That Lytham Town Council will formally write to Fylde Borough Council, as the Planning Authority, to request them to inform the Town Council as to their views of the Highway - Reply received 07/12/2025 and circulated to Cllrs * Request for item regarding A-Boards cluttering of the pavement / Highway was asked to be included within the agenda for the next meeting	Found at: Agenda 8C To be actioned at February Meeting Matter addressed at Extraordinary Meeting 07/01/2026 Agenda 8B
6.	Reports from Outside Bodies • Borough Councillor Report • County Councillor Report • Police/Community Safety Updates	
7.	Finance & Governance A) CRFO Financial Position - Update Statement (briefing to Councillors) B) Bank reconciliation and budget monitoring. C) Ratification of the 2026/27 Precept A supporting Report has been circulated to Councillors, following the clarification by Fylde Council of the accurate Tax Base information. This	CRFO + Report CRFO & Members + Report

<p>➤</p> <p>➤</p>	<p>has enabled the final Precept to be set. This represents an increase of 4.36% (for a Band D premises).</p> <p>Decision item 01/2026 Proposal: Council to consider and approve the finalised value for the 2026/27 precept.</p> <p>D) Clarifying Motion required by the Lancashire County Pension Fund scheme administrators. Pursuant to Council's decision from September 2025 (Decision 9(2)) to approve the Clerk's salary and entry into the Lancashire County Pension Fund, the scheme administrators require specific wording of a Motion to commence enrolment. A report has been circulated to Councillors covering the detail of the LCPF requirements, including the required Employer and Employee contribution levels.</p> <p>Decision Item 02/2026 Proposal: Following the circulation of an email from Lancashire County Council outlining the implications of joining the scheme, including contribution levels, it is resolved for the Clerk to be enrolled in the Lancashire County Pension Fund (the Local Government Pension Scheme [LGPS] for Lancashire). This will be effective from the start date of the Contract of Employment on 1st September 2025.</p>	<p>CRFO + Report</p>
<p>8.</p>	<p>Environment</p> <p>A) Trees & Lighting - Clifton Street: Update to the council on attendance at the Lytham Project Board on 20/11/2026 regarding the scheme of work to prune the trees on Clifton St and to replace all street lights.</p> <p>B) A-Boards obstructing Pavements on Clifton St to the inconvenience of Pedestrians. There has been a persistent issue with some businesses using advertising A-Boards on the pavement on parts of Clifton St which cause obstruction of the highway to pedestrians.</p> <p>C) Assets: Mythop Rd Allotments. Lytham Town Council position regarding the provision of allotments - No reply yet received from FBC in response to letter sent asking for clarification of facts.</p> <p>D) Heritage Asset: Lytham Green. Reply received from FBC on 08/12/2025 containing a full list of all assets held by Flyde Council. Cllrs to consider next steps.</p> <p>E) Liggard Brook: No new update at this meeting</p> <p>F) Windfarms / TASC / Cable Corridor No new update since the last meeting.</p>	<p>CP / CRFO</p> <p>HW</p> <p>CRFO verbal update</p> <p>Cllrs</p>

9.	Community Engagement	CP
	A) Volunteers in Lytham Event Update regarding the event. The Clerk / RFO has identified a Cost Centre and Cost Code for funding.	
	B) Lytham in Bloom To feedback to Council following an engagement meeting with Mr Graham Holding from Lytham in Bloom 05/01/2026. Also to brief Council about a request received for funding from Lytham in Bloom (Report attached) to enable new road signage to be erected on each of the 5 main routes into Lytham.	HW + Report
	➤ Decision Item 03/2026 Proposal: It is proposed that Council considers and approves the funding request to provide Lytham in Bloom with £1810.00 as a grant to enable the purchase of signage indicating Lytham's successful involvement in North West in Bloom competitions.	HW Cllrs
	C) Christmas 2025 debrief and Christmas 2026 Planning To consider how the Christmas events in Lytham went in 2025 and to identify a task & finish group to plan for events in 2026.	Cllrs
	D) Remembrance 2026 To identify a lead Councillor to work with the Clerk in preparation for this year's events.	Cllrs
	E) Lytham Festival - Loss of Mobile Telephone network - Correspondence Received Correspondence was received 04/01/2026 [LTC ref 260102) which was an email to the CEO of Fylde Council in which LTC was copied in. It identifies the loss of the mobile telephone network coverage during the period of the Lytham Festival. This loss of coverage prevents contact with emergency services as well as a general loss of communications. Cllrs to consider and discuss this issue.	Cllrs
	F) Notice Board / Signage - Lytham Institute Councillors to reconsider and advise as to their concepts / plans for the creation and installation of signage and / or a Notice Board at Lytham Institute,	BB
10.	Planning & Licensing A) Cumulative Impact Assessment - Update on FBC's Survey and next steps. B) Planning Applications None of note for this meeting	Chair
11.	Neighbourhood Development Plan - Town Plan Timetable for an initial scoping meeting to be agreed upon	Cllrs
12.	Honours & Awards Committee Timetable for initial meeting to be agreed upon.	Cllrs

13.	Correspondence <ul style="list-style-type: none"> • Summary of relevant correspondence received. • Clerk to raise any urgent items. 	CRFO CRFO
14.	Items for Next Agenda <ul style="list-style-type: none"> • Councillors to request topics for inclusion in the next meeting. 	Cllrs
15.	Date, Time & Location of Next Meeting Wednesday 25 th February 2026 6:30pm Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP	


C-RFO

Clerk's Signature:

Date: Thursday 8th January 2026