



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 Suzanne Bramall
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 29th July 2026** at **6.30pm** at the Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP.

A handwritten signature in blue ink, appearing to read 'C. Russell', with 'C-RFO' written below it in the same ink.

Mr Luke Russell MA
Clerk & Responsible Financial Officer
Wednesday 22nd July 2026

Agenda - Wednesday 29th July 2026

Note regarding Agenda Items - Feedback from the Annual Town Meeting (27/05/2026)

Each of the issues identified at the Annual Town Meeting will be tracked using an ATMx reference code for inclusion into a Decisions / Actions / Update log for feeding back to the community in 2027.

No.	Agenda Item	Decision?	Lead
PROCEDURAL MATTERS			
1.	Welcome, introduction, Audio Recording notice and Health & Safety. The Clerk will then confirm Member attendance and provide apologies for absence where they have been received.		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 consider and resolve the approval of the minutes as a true and accurate record for: a) Full Council Meeting held on Wednesday 10 th June 2026	Decision Item	Cllrs
	Brief agenda overview by Chair 2-3 minutes signposting the major items within the agenda		Chair
4.	Presentation to Council: Mr John Tyrrell, briefing Council about the licence application submitted for the Lytham Sports Club Community Festival 2027 [Agenda Item 9(a)]		Mr Tyrrell
5.	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.		Public
6.	Matters Arising / Action Points from Previous Meeting Items carried forward to the substantive agenda are noted below for reference only – discussion will take place under the relevant item. • Terms of Reference for Working Groups - to be presented for approval & adoption at the 29 th July 2026 Full Council meeting (June 2026 - Agenda Item 9)	Updates to be provided by WG leads during Agenda	Cllrs

7.	Quarter 1 2026/27 Financial Report from C/RFO a) To receive and note the End of Quarter 1 Financial Report from the Clerk / Responsible Financial Officer. b) To consider and resolve to increase the level of the General Reserves as follows: a. To reach 25% of the existing Precept - a transfer from the General Fund of £1,198.50 b. To reach 30% of the existing Precept - which would be a transfer from the General Fund of an additional £5,033.45	Decision Items	Report previous circulated to Cllrs Cllrs
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COMMITTEE REPORTS

8.	Community Grants, Honours & Awards (CGHA) Committee Community Grant Scheme Applications – To receive the Committee's recommendations following their meeting on Monday 27 th July 2026 in respect of the applications considered below: i. Application [LTC-G-(2025_26)-002] Applicant: Friends of Lytham Railway Station Amount requested: £450 (from 2025/26 budget) ii. Application [LTC-G-(2026_27)-001] Applicant: Lytham Dementia Sing-Along Group Amount requested: £480 iii. Application [LTC-G-(2026_27)-002] Applicant: Lowther Pavilion Theatre Volunteers Amount requested: £1,980 iv. Application [LTC-G-(2026_27)-003] Applicant: Parish of J C Lytham - St. John the Divine & St. Cuthbert Church Amount requested: £2,000	Decision Items	Chair of CGHA Ctte Cllrs
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PLANNING & LICENSING

9.	To receive, discuss, consider and resolve the following items: (a) To consider Licence application: Lytham Sports Club Community Festival Link to documents may be found here (b) To consider planning application: 26/0387. CENTRAL AREA (INCLUDING MOSAIC) TO CLIFTON SQUARE, CLIFTON SQUARE, LYTHAM. Link to documents may be found here (c) To consider extending an invitation to the new Acting Head of Planning at Fylde Borough Council to a meeting to address the Council as to outstanding planning issues in Lytham	Decision Items	Cllrs CP EC SN
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ENVIRONMENT & MAINTENANCE WORKING GROUP

10.	To receive, discuss, consider and resolve the following items: (a) Update on the meeting of the EMWG by the Group lead, including an update on the creation of Terms of Reference (b) Purchase & Restoration of the three Grade II listed Telephone Boxes in Clifton Street . Council to Discuss and Resolve to purchase the three boxes from BT at a cost of £3.00.and restore the boxes to premium Heritage Standard at a cost of £ 13,695. (c) SPIDS - Update regarding the progress of required Resident consultation - following which a resumption of the previous resolution to order the Purchase and installation of Equipment. (d) Assets - Update on the progress in relation to Mythop Road Allotments. Proposed Resolution: That Council resolves to seek the transfer of ownership the Allotments from Fylde Council to Lytham Town Council subject to currently existing maintenance issues being completed by FBC (e) Update regarding the continuation of explorations with FBC for regeneration monies for town centre pavement improvement [ATM5] a. Correspondence with Head of Regeneration b. Feedback from meeting with CEO of FBC	Decision Item	HW
			BB
		Decision Item	CP
			SB
			SB
			Clerk & SB

COMMUNITY ENGAGEMENT WORKING GROUP

11.	To receive, discuss, consider and resolve the following item: a) Update on the meeting of the CEWG by the Group lead, including an update on the creation of Terms of Reference b) To establish an Events list for Lytham, starting with a series of organised, guided informative / educational walks for member of the public in Lytham. a. Outline costs are c. £100 per walk	Decision Item	CP
			KF

CHRISTMAS LIGHTS WORKING GROUP

12.	To receive, discuss, consider and resolve the following item: Update on the meeting of the CLWG by the Group lead, including an update on the creation of Terms of Reference		BB
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LOG - PRIORITY COMMUNITY ISSUES FROM THE ANNUAL TOWN MEETING 27/05/2026

13.	To provide updates regarding the priority community items arising from the Annual Town Meeting held on 27 May 2026.		Cllrs
	[ATM1] Lytham Festival - options for any improved Dividend for the community of Lytham. Also considering the impact upon residents of all events.	Meeting planned for Autumn 2026	SB & Clerk
	[ATM1a] Mobile telephone coverage for all residents in Lytham, both throughout the year and during major events.	Awaiting debrief	
	[ATM2] Lytham Green - pursuing the opportunities for it to be placed into Charitable Trust status	Deferred until Sept 2026	
	[ATM3] Cleanliness of the Town Centre	-	
	[ATM4] Disability Access on pavements and pedestrian areas, including drop-curbs & impact of maturing trees on Clifton Street pavements	WiP with [ATM5]	
	[ATM5] Regeneration Money held by Fylde Council for improvements to Lytham - Cross reference Agenda Item 8	Agenda Item 10(f)	
	[ATM6] The Signage on the promenade relating to the Coastal lands into the Ribble Estuary	Completed	MB
	[ATM7] Supporting Youngsters in the community	-	
	[ATM8] Reviewing the Council's A-Board guidance policy in reflection of the use of advertising boards for Charitable purposes.	WiP	HW & Clerk
	[ATM9] Helping Volunteer groups and organisations better connect for the benefit of the community.	-	

FORWARD PLANNING

14.	Items for Next Agenda Councillors to request topics for inclusion in the next Full Council Meeting agenda - 9th September 2026 Already received: 1. Request received from the Assistant Waste Minimisation Officer (Fylde) to provide a 15-minute presentation to Council and members of the public present (with Q&A session) in relation to the Food Waste Recycling Scheme being commenced by FBC this autumn 2. Request received from the Business Partnerships and Events Officer (Fylde) to provide a short input to Council		
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	and members of the public present as to the role of the Economic Development Team at FBC		
15.	Date, Time & Location of Next Meeting Annual Council Meeting: Wednesday 9 th September 2026 6:30pm Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP		

Signed:



Mr Luke Russell MA, Clerk & Responsible Financial Officer

Date: 22nd July 2026

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