



**Lytham Town Council**  
c/o Lytham Institute  
27 Clifton Street, Lytham, Lancashire. FY8 5EP  
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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 25<sup>th</sup> March 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 19<sup>th</sup> March 2026

## Agenda - Wednesday 25<sup>th</sup> February 2026

1.	<p><b>Welcome, introduction, Audio Recording notice and Health &amp; Safety.</b> The Clerk will then confirm Member attendance and provide apologies for absence where they have been received.</p>		CRFO & Chair
2.	<p><b>Declarations of Interest and Dispensations</b> a) Councillors to declare any interests in agenda items. b) Consideration of requests for dispensations.</p>		Cllrs
3.	<p><b>Approval of Minutes</b> <b>To consider and resolve</b> the approval of the minutes for a) Full meeting of the Council held on Wednesday 25<sup>th</sup> February 2026 b) Extraordinary meeting of the Council held on Monday 2<sup>nd</sup> March 2026</p>	Decision Item  Decision Item	Cllrs  Cllrs
4.	<p><b>Public Participation (Open Forum)</b> (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.</p>		
5. *	<p><b>Matters Arising / Action Points from Previous Meeting</b> Update on meeting between Cllr Bamforth and the Clerk with Ian Curtis and Carly Smith (both FBC) regarding the Mythop Rd Allotments</p>		<b>Found at:</b> Item 7(e)
6.	<p><b>Reports from Outside Bodies</b> <b>None received</b></p>		
7.	<p><b>Finance &amp; Governance</b> a) <b>To receive</b> - Written Finance Report from Clerk / RFO giving Income and expenditure to date and project for the end of the financial year. b) <b>To receive and consider</b> - Draft 2026/7 Budget c) <b>To receive</b> - Update from Clerk Management Team reference Clerk completing their Probationary Period - Cllr Bramall d) <b>To discuss and resolve</b> Advancement of Clerk, one Salary Scale point / increment in accordance with Contract. e) <b>To receive and consider</b> - Update following meeting with Ian Curtis and Carly Smith (FBC) regarding the transfer of assets - Mythop Rd Allotments. f) <b>To consider and resolve</b> the motion. ❖ <b>Proposal:</b> That Council agrees to seek the transfer of ownership of Mythop Road Allotments from Fylde Council to Lytham Town Council, in accordance with Local Government Act 1972, Schedule 29, paragraph 9.</p>	Decision item     Decision item	Clerk/RFO  Clerk/RFO  Cllr Bramall  Cllrs (Report)  Cllr Bamforth  Cllr Bamforth & Cllrs

	<p>g) <b>To receive, discuss and resolve the adoption of the following Policies.</b></p> <ul style="list-style-type: none"> <li>a. <b>Financial Reserves Policy</b></li> <li>b. <b>Safeguarding Policy</b></li> <li>c. <b>Biodiversity Policy</b></li> <li>d. <b>Equality Policy</b></li> </ul> <p>h) <b>To discuss and resolve</b> - Appointment of Dedicated Safeguarding - Lead Councillor</p> <p>i) <b>To discuss and resolve</b> - Appointment of Biodiversity Lead Councillor</p> <p>j) <b>To discuss and resolve</b> - Appointment of Members to the Community Grant Scheme Committee</p> <p>k) <b>To receive</b> - Update regarding Emergency First Aid at Work training for Councillors</p>	<p><b>Decision item(s)</b></p> <p><b>Decision item</b></p> <p><b>Decision item</b></p> <p><b>Decision item</b></p>	<p>Cllrs</p> <p>Cllrs</p> <p>Cllrs</p> <p>Cllrs</p> <p>Clerk/RFO</p>
9.	<p><b>Community Engagement</b></p> <p>a) <b>To receive</b> - Update on the Town of Culture Expression of Interest preparation</p> <p>b) <b>To receive</b> - Update on situation regarding purchase and siting of a Noticeboard at Lytham Institute</p> <p>c) <b>To discuss and resolve</b> - whether Council should prepare a policy in respect of the heritage assets of Lytham pending Local Government Reorganisation plans and, in particular,</p> <ul style="list-style-type: none"> <li>a. the Trust status of Lytham Green and</li> <li>b. the relocation of the Art Collection held by Fylde Council to a permanent display Gallery at the Lytham Institute</li> </ul> <p>d) <b>To consider and resolve</b> the motion.  ❖ <b>Proposal:</b> That Council writes to Fylde Council and request that they to declare that Lytham Green is held by them as a charitable trust and to make the appropriate application for registration with the Charities Commission forthwith; and that this should be done immediately so as to prevent any embargo on this type of action during the soon to be transition provisions which will be in place as part of Local Government Reorganisation</p> <p>e) <b>To consider and resolve</b> the motion.  That Council writes to Mr Andrew Snowden MP to invite him to a meeting with Town Councillors, at a time convenient to himself, but as soon as practically possible, to discuss our heritage assets and the role of Lytham Town Council regarding these assets now and in the future, after Local Government Reorganisation.</p>	<p><b>Decision item(s)</b></p> <p><b>Decision item</b></p> <p><b>Decision item</b></p>	<p>Clerk/RFO (for KF)</p> <p>Clerk/RFO</p> <p>Cllr Newell</p> <p>Cllr Newell &amp; Cllrs</p> <p>Cllr Newell &amp; Cllrs</p>

10.	<b>Environment</b> a) <b>To receive</b> - Update on the Lighting scheme on Clifton Street b) <b>To note and consider</b> - Update regarding development artwork for the banners to be hung from the street lampposts. c) <b>To note</b> - Update regarding work undertaken regarding the Christmas Lighting for Lytham		Cllr Powell & Clerk  Cllr Blackshaw
11.	<b>Planning &amp; Licensing</b> a) No new planning applications raised for the attention of Council. b) <b>To note and consider</b> - Fylde Council's Planning Committee decision reference application 25/0094 (re 'Spago', Dicconson Terrace, Lytham) despite recommendation for refusal of permission by Planning officers and the objection raised by Lytham Town Council. c) <b>To note and consider</b> - Fylde Council's Licensing Committee decision to not resolve to adjourn their hearing on Wednesday 11 <sup>th</sup> March as requested by Cllr Newell, and their decisions to recommend to full Fylde Council that. a. They did not consider that the case for a Cumulative Impact Policy for the defined area of Lytham was made out, and should not be imposed and b. Their agreement with Officer recommendations for additional conditions to be added within their Licensing Policy		-  Cllr Newell          Cllr Newell
12.	<b>Correspondence</b> <b>To note</b> - Correspondence is now being received in relation to a. Volunteering to be part of a community stakeholder panel in support of the Town of Culture application. b. Community Grant Scheme applications		Clerk/RFO
14.	<b>Items for Next Agenda</b> • Councillors to request topics for inclusion in the next meeting.		Cllrs
15.	<b>Date, Time &amp; Location of Next Meeting</b> Wednesday 29 <sup>th</sup> April 2026 6:30pm Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP		



C. Russell  
C-RFO

Clerk's Signature:

Date: Thursday 19<sup>th</sup> March 2026

Note:

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