



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 14th October 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.

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

Agenda - Wednesday 14th October 2026

Note regarding Agenda Items - Movement of Public Participation section.

Your attention is drawn to the positioning of the Agenda Item for public participation being listed later in the agenda order.

This is a trial as a result of feedback received over previous months.

Public feedback is sought about how this is received.

Note: Rules of Debate. Members are reminded of Rules of Debate listed within the Council Standing Orders. SO 1(t) identifies that excluding motions moved under SO 1(r) that the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed 5 (five) minutes without the consent of the chair of the Page 9 of 28 meeting.

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 9 th September 2026 b) Extraordinary Meeting of the Council held on Monday 14 th September 2026	Decision Item Decision Item	Cllrs
	Brief agenda overview by Chair 2-3 minutes signposting the major items within the agenda Note - Public Participation element being trialled towards the conclusion of the meeting		Chair
4.	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. a) All correspondence resolved at the meeting on 9 th September 2026 has been sent. The Clerk will update on any replies received at the meeting b) Terms of Reference for Working Groups - Due to the nature of the content of this agenda, this item is deferred until the meeting on 25 th November 2026		Clerk

5.	Financial Report from C/RFO Mid-Year - End of Q2 To receive, note, consider and make decisions regarding proposals contained within the report from the Clerk / Responsible Financial Officer regarding the financial position of the Council. • That Council notes the Clerk / RFO's end of Quarter 2 report and the budget position to 1st October 2026. • That Council notes and approves the budget amendments in Section 9, including the removal of £15,000 from code 92 and the setting of code 53 to nil. • That Council notes the reserve movements and approves the transfers to and from reserves in Section 11. • That Council defers the adoption and restoration of the telephone kiosks to 2027/28 and considers provision of up to £15,000 in the draft 2027/28 budget (Section 18). • That Council notes that Decision 56/2026 will not be actioned, authorises a review of the head lease, and decides whether Fylde's dyke clearance should go ahead (Section 19). • That Council resolves Key Decisions A, B and C in Section 20, including the purchase of two additional SPIDs. • That Council approves the payments list in Appendix D. • That Council notes the bank reconciliation and that the accounts are in order. Clerk Note: The Clerk recognises that this is a detailed and complex report, and the Chair may wish to place this in agenda order after Item 6	Decision Items	Report previous circulated to Cllrs
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COMMITTEE REPORTS

	No Committees have met since the last meeting of the Council		
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PLANNING & LICENSING

	No planning or licensing matters are before the Council at this meeting		
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ENVIRONMENT & MAINTENANCE WORKING GROUP

6.	To receive, discuss, consider and resolve the following items: (a) Update on the meeting of the EMWG by the Group lead (b) Update regarding site visit / street walk with members of the Visually Impaired Forum for Lancashire on Tuesday 6th October 2026.		HW HW / SB HW
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	Proposed Motion: Denise and Peter from the VI Forum expressed their gratitude to local traders for the management of their advertising 'A' Boards and how their use ensured pavements were unobstructed. Motion: That this Council formally thanks and notes the support provided by local businesses in keeping pavements unobstructed by A Board. (c) Working Group considerations for restoration of K6 telephone kiosks (in addition to points raised in the mid-year budget report) (d) Working Group consideration in relation to procurement of SPIDS (in addition to points raised in the mid-year budget report) (e) Mythop Road Allotments. From Communications received on 7th October 2026 from Fylde Council (detailed fully within the Clerk's mid-year budget report) Fylde Council's position has been refined and they accept an error in their belief that Lytham Town Council had to seek a transfer of these assets - and in fact, due to legislation, the allotments were automatically transferred in ownership to the Town Council on it being established. All relevant points and proposed motions are included within the Clerk's report due to the financial impact of this review of position. (f) Renovation of additional lighting in Lytham as proposed by Fylde Council. (g) Windfarm Cable Corridor decision and relationship with the TASC.	Decision Item	HW HW HW HW SB / HW
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COMMUNITY ENGAGEMENT WORKING GROUP

	No items are raised for this meeting		
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CLERK MANAGEMENT TEAM

	No items are raised for this meeting		
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LOG - PRIORITY COMMUNITY ISSUES FROM THE ANNUAL TOWN MEETING 27/05/2026

	No items are raised for this meeting		
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PUBLIC PARTICIPATION

7.	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.		Public
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	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.		
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FORWARD PLANNING

8.	Items for Next Agenda on 25th November 2026 a) Governance Documentation a. Terms of Reference for Working Groups b) To receive and discuss the content of the Draft Budget for 2027/28 c) Councillors to request topics for inclusion in the next Full Council Meeting agenda - 25th November 2026		
9.	Date, Time & Location of Next Meeting Annual Council Meeting: Wednesday 25 th November 2026 6:30pm Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP		

Signed:



C - RFO

Mr Luke Russell MA, Clerk & Responsible Financial Officer

Date: 8th October 2026

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