



Lytham Town Council Minutes

27.8.25 at 18.30 Lytham Institute

Please note this is a summary and not a transcript, 60 members of the public in attendance

Present: Chair – Cllr Simon Newell, Cllr Anne Aitken, Cllr Mark Bamforth, Cllr Barnes, Cllr Suzanne Bramall, Cllr Edward Cook, Cllr Kelly Farrington, Cllr Cath Powell,

1. Apologies for absence: Cllr Brenda Blackshaw, Cllr Hilary Warburton

2. Declaration of interest and dispensation consideration.

Nothing to declare

3. Approve minutes of meeting on 28.7.2025

Approved, proposed Cllr Bamforth seconded Cllr Bramall adopted.

4. Public participation

Cllr Newall advised questions may be submitted through the website, Facebook, or by attending drop-in sessions for those who do not have the opportunity to speak during the meeting or who have additional questions afterward.

Item 1. BH raised the issue of Lytham conservation area and the lack of enforcement and lack of compliance to Fylde's own Policy in relation to the signage above shops and the creeping number of inappropriate signage. BH went onto state that the signage is not just about removing the neon signs but should ensure the signage is in keeping which includes the use of wooden facades appropriate lettering etc. Cllr Kelly advised the Henry Street shop had altered its façade following intervention from the council and was happy to keep BH informed of any updates, as well as helpful to continue to report to Fylde Council any other shops that are breaching. The chair advised we have a meeting booked with Mr McKimm the new head of Fylde planning on the 2nd September.

Item 2. RH raised concerns regarding the traveling families that have moved on Park View. Cllr Bamforth updated, welfare checks had been carried out and the police had been on site today. They have been asked to move on but are opting to stay presently, a warrant has been applied for which is taking a little longer due to the changes to Blackpool magistrates, it is expected to be served Friday or Monday.

Item 3. RB raised the issue of the cafes and restaurants where there are pinch points in moving past and the encroachment onto the pavements and the difficulty for individuals with mobility issues getting past. The chair advised this item was on the agenda for discussion given this had been raised at the last meeting also.

Item 4. LB commented on all events, focusing particularly on the three main events: the Green 1940s Weekend Festival, and the car show. The discussion addressed how these events have expanded over time and noted that the current infrastructure struggles to accommodate this growth. Issues such as traffic congestion and Wi-Fi connectivity, as well as the overall impact on Lytham, were raised. LB requested that the same level of scrutiny be applied to all events. The Chair explained that meetings had been requested with representatives from Fylde Head Police, Lancashire County Council, Fylde Leisure and Tourism (Tim Dixon), among others, and advised that a meeting is scheduled for 1st October. The discussion reiterated both the Town Council's limited powers and the significance of the Town Plan, which will serve as a framework for all future events.

It was of note that £36,000 was raised from the Car show and all proceeds for the Rosemere Cancer Foundation

5.Environment and Maintenance

Allotments Letter Councillor Bamforth reported letter to Fylde has been sent in order a formal request has been made for transfer, indicating we are not presently responsible until this process has been addressed. A response has now been received that Fylde are in the process of gathering information together for us and will be in touch in due course. It was felt appropriate to give them a little longer before chasing.

Liggard Brook Update: Cllr Aitken reported back on the excellent report compiled by expert Paul Rigby which is available on the website and face book for reading. It is extremely comprehensive and has been undertaken at no cost to the Council and we are extremely grateful for his continued efforts and support in securing response from the Environment Agency and further requests for more information. Proposal was put forward to write to the Environment agency in support of the report from the Council. Proposed and seconded all in favour. Cllr Aitken to write.

Car Parking: Cllr Powell advised residents we are to hold a meeting on the 1st of October 6.30pm to discuss parking and speeding to understand the problems in detail and look at possible recommendations and solutions, this has been decided following numerous issues raised in relation to this. Andrew Lloyd invited and further conversation to take place regarding this. Cllr Ashton invited declined. Awaiting response from Police and other MPs who will also be invited. Presently meeting is at The Institute please keep eye out on parish Boards Website etc as venue may change if the interest is high.

Wind Farm update: Cllr Aitken gave a brief update on the potential impact on Lytham following enquiries, whilst it isn't a direct impact in terms of the proposed route for Lytham residents, it will significantly impact on the amount of traffic with lorries etc. Wrea Green Equestrian Centre will be impacted as will many neighbouring villages and Towns. Proposal made to attend the TASC group on Sept 8th to understand the issues in more detail for Lytham. Cllr Aitken Cllr Bramall to attend and feedback.

Trees update Cllr Powell reported quotes for the pollarding were being sort by Fylde Council and acknowledged queries raised re issue of the trees on Cecil Street and Beach Street.

Community Engagement and Events

Dates of drop-in sessions Cllr Bramall advised drop-in sessions will happen between 10 and 12 on the last Wednesday of every month at the Institute where two Councillors and or Town Clerk will be present to raise any issues. **December** all Councillors will be present to celebrate the season.

Approval of Facebook page update: Cllr Powell reported Facebook page now up and running please join. Discussion regarding an Instagram page required as this is the main usage of the local younger community. Cllr Farrington offered to investigate this.

Voluntary Awards. Cllr Powell proposed accessing a "Awards for All Grant" as we wished to put an event on November 4th at Lowther Gardens to celebrate the work of Voluntary Organisations in Lytham and an opportunity to get together. The grant would cover the cost of the event. Proposed seconded all in favour of this taking place.

Letter to public Cllr Bramall advised the letter was now ready for distribution which introduced the Council the dates of the proposed event in October. This will be going out to houses in the next few weeks.

Christmas actions /cards etc Cllr Farrington advised attending Lytham Business Partnership meeting re Christmas Celebration and will be handing this over To Cllr Barnes. Other items deferred to September.

Budget, Finance and Governance

Update on Town Clerk Position Cllr Newell thanked Cllr Bramall for managing the administration and coordination of the Council in the absence of the Town Clerk.

Cllr Bramall advised following completion of interviews with all candidates appointable, introduced the new Town Clerk Luke Russell who gave a brief overview of his career in the Police Force, his heritage and his family. We are very much looking forward to his start on the 1st September.

1st Quarter report Cllr Bramall gave an update on the quarter report up to June 30th 2025 advising the 1st quarter precept of £47,938.00 had been received and only one payment to of £1,580.75 had gone out in Salaries in this period leaving a balance at end of quarter one of £46,358. The setting up costs etc will be more apparent in the second quarter. Cllr Bramall advised that a minimum of 25% of the full precept was kept in reserve as per Local Government finance recommendations and a further £15,000 for possible election costs. This totalled £38,968.75. the alternative option was that of 50 % amounting to £47,937.00. Cllr Bramall proposed for the report to be ratified and a reserve of £38,968.75 be set aside, with a review in Quarter Two once a Risk register has been completed and the RFO/Town Clerk is in situ. Proposed seconded and all voted in agreement of report and precept reserve.

Public Liability insurance Cllr Cook advised after seeking three quotes an insurance quote from Zurich who deal with Town councils was the best quote of £407.00. it was agreed by all Councillors to go with this quote, with a future query regarding allotment insurance.

Payroll Cllr Bramall had sort quote on running payroll which was quoted at approximately £65.00 per month max. The new Town Clerk was happy to utilise the HMRC Payroll software which is free and which meets with HMRC standards. He has also researched using the Scribe software package to manage the financial obligations of the council which sits at a cost in the region of £25. 00 per month all Councillors voted for the purchase of this, subject to review if became complex.

Banking Hub Cllr Newell proposed that we investigate the possibility of a Banking hub in Lytham. Research had been undertake as to the criteria. All Councillors agreed proposed seconded and voted it would be beneficial to Lytham residents to pursue this.

Planning and licensing

Cumulative Impact Policy Proposal Cllr Cook explained the purpose of CIP and advised he had written to Fylde Council on the 11th August, we were still awaiting a decision but had a response from Chris Hambly and Ian Curtis that it was on the agenda for next mtg. It was agreed for a further few weeks to be given in order this could be discussed on Fylde Council agenda.

Proposal Letter to Business Partnership Fylde Regarding Pavement Access

Cllr Newell reported that business owners had raised concerns about pavement encroachment, particularly regarding A Boards and street furniture. It was suggested to send a letter addressing these issues to the relevant parties. ST recommended maintaining a list of Pavement Licences for case review, and Cllr Bamforth agreed to follow up. Cllr Farrington confirmed attendance at the Business Partnership meeting on 9th September.

Update of future meetings Cllr Newell explained the request too meet with members of Fylde Council, Police etc to build relationships. The following meetings had been requested:

Paul McKimm Head of Planning 3.00pm 2nd September

Inspector Natalie Harper Neighbourhood Police Officer No response yet

Police mtg at Booths for public Sept 30th 6.00pm.

Karen Buckley Requested meeting agreed but has not yet booked.

Charlie Richards Trees requested meeting

Ian Williamson Licensing requested meeting

Daniel Atkinson Car Parking requested meeting advised will get back to us with a view to a meeting with all of above in Fylde in one meeting.

Cllr Farrington reiterated these meeting are intended to promote an ethos of mutual support and kindness.

Date and time of next meeting September 24th 6 30 pm @ The Institute

Meeting closed 8.00pm

Carried Forward

Standing orders review Await TC

Lytham events post summer season feedback/resident issues September

Risk management Policy Await TC

Town neighbour hood plan Await TC

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The chair of this meeting endorses that the minutes of the meeting of the Lytham Town Council held on 27th August 2025 stand as an accurate record of the meeting to which the minutes relate

Swan P Newell, 24/9/25.

Chair of the meeting

24th September 2025