



Lytham Town Council

Minutes - Full Council Meeting - Wednesday 14th October 2026

Minutes of the Council Meeting held: Wednesday 14th October 2026, at 6.30pm at Lytham Institute, 27 Clifton St, Lytham, FY8 5EP

Present: Councillors Suzanne Bramall (Chair), Mark Bamforth (Vice-Chair), Hilary Warburton, Simon Newell & Cath Powell

Apologies received: Apologies were received and noted from Cllrs Anne Aitken, Brenda Blackshaw, Edward Cook and Kelly Farrington.

Absent: Cllr Amy Barnes.

Officers: Clerk / RFO

Members of the Public: 11 members of the public were present in total at the start of the meeting.

No.	Agenda Item
PROCEDURAL MATTERS	
1.	Welcome, introduction, Audio Recording notice. The meeting commenced at 6:30pm The Chair, Cllr Suzanne Bramall, welcomed those present and reminded all present that the meeting was being audio recorded. The Clerk confirmed Member attendance and apologies for absence were received noted. The Clerk confirmed that the meeting was quorate with five members being present. Clerk's note: The Council noted the apologies but did not resolve to approve the reasons for absence. For future meetings, Local Government Act 1972, Section 85 applies. A member who fails to attend any meeting of the Council for six consecutive months is disqualified unless the Council approves the reason for the absence before that period ends. NB: The Council should therefore resolve to approve reasons for absence at each meeting where apologies are given.

2.	Declarations of Interest and Dispensations The Chair asked all Councillors whether they had any declarations of interest or requests for dispensations in relation to matters on the agenda. There were no interests raised nor dispensations sought.
3.	Approval of Minutes The Chair verified with all Councillors present that they had read through the minutes previously circulated by the Clerk. There were no issues of accuracy or amendment raised. (a) To consider and resolve the approval of the minutes as an accurate record of events for the full council meeting held on Wednesday 9th September 2026. Moved by: Cllr Bamforth. Seconded: Cllr Warburton Decision - Agreed by majority vote Decision Item 62/2026 For: SB, MB, HW & CP Against: Nil Abstention: SN (b) To consider and resolve the approval of the minutes as an accurate record of events for the extraordinary meeting of the full council held on Monday 14th September 2026. Moved by: Cllr Bamforth. Seconded: Cllr Warburton Decision - Agreed by majority vote Decision Item 63/2026 For: SB, MB, HW & CP Against: Nil Abstention: SN
	Brief agenda overview by Chair The Chair proposed taking Agenda item 6 before item 5, so that members could discuss the issues before the budget report. Members agreed. The minutes follow the order in which the items were taken, however the numbering relates to the Agenda numbering scheme.
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. The Clerk reported on the letters sent after the Council’s resolutions of 9 September 2026.

The Chief Executive of Fylde Borough Council had replied and sent a supplementary reply, both circulated to members. No acknowledgement had been received from Lancashire County Council about the Clifton Street pavements, or from the Leader of Fylde Borough Council.

C. Cllr Tim Ashton (Lancashire County Councillor) had asked the Clerk whether a reply had been received in relation to the letter to the County Council. He stated that he was due to meet Highways at the end of the week and intended to raise the matter on behalf of the Council and residents.

Members raised concerns about how long reports of highways faults take to be dealt with, and about the lack of response from the County Council. A suggestion to put notices on street trees was not pursued. The Clerk advised that the Council does not own, has any permissions and does not control the trees.

RESOLVED: That the Clerk submits a request under the Freedom of Information Act 2000 to Lancashire County Council for the two wards comprising Lytham: (a) the number of complaints about poor highways maintenance; (b) how many of those were repeat complaints; and (c) how many led to effective intervention and repair, rather than administrative closure.

Moved by: Cllr Bramall **Seconded:** Cllr Powell

Decision - Unanimously agreed

[Decision Item 64/2026](#)

RESOLVED: That the Council runs a social media campaign to raise awareness among residents and increase public pressure on Lancashire County Council as the highways authority.

Moved by: Cllr Powell **Seconded:** Cllr Bamforth

Decision - Unanimously agreed

[Decision Item 65/2026](#)

Cllrs Simon Newell and Edward Cook built a noticeboard and gave it to Lytham Institute, albeit it not as a Town Council action. The Institute's Trustees have invited the Council to use half of it as a secondary noticeboard. The Council noted that the board belongs to the Institute and that the offer had not yet been confirmed in writing.

RESOLVED: That the Council formally thanks Cllrs Simon Newell and Edward Cook for building the noticeboard and giving it to Lytham Institute.

Moved by: Cllr Powell. **Seconded:** Cllr Bamforth

Decision - Agreed by majority vote

For: SB, MB, HW & CP

Against: Nil

Abstention: SN

Cllr Newell abstained as the motion concerned him.

[Decision Item 66/2026](#)

A report on bank account provision to support the Town Crier was deferred to the meeting on 25 November 2026, to allow more time for the budget report to be considered and discussed at this meeting.

ENVIRONMENT & MAINTENANCE WORKING GROUP

6. To receive, discuss, consider and resolve the following items:

6(a) The Chair opened the item, and Cllr Warburton presented the Group's report.

The Group met on 21st September 2026 and discussed the telephone kiosks, priorities for next year's budget and longer-term planning. The Group agreed to take the Windfarm work as a project under its remit.

The Working Group will speak to Fylde's Heritage Officer about future uses for the kiosks, and to the contractor chosen for the restoration. The Group already held BT's adoption contract and understood the maintenance and insurance implications, but BT has not supplied detailed maintenance information. The Clerk has asked for it and will report back.

6(b) Members of the Group and the Clerk walked Clifton Street and nearby streets with two representatives of the Visually Impaired Forum - for Lancashire. Contact had been made by a member after seeing Town Council social media items regarding the state of the paving on Clifton Street. The street walk also included a practical demonstration of using a cane to feel the relevance and importance of tactile paving for visually impaired people. Cllr Warburton circulated their list of problems which the street walk identified to all members. It included dropped kerbs, tactile paving that needs a contrasting colour, and the feather banner outside the arcade.

The Clerk will check the list against the one already sent to the highways authority and add anything missing. The representatives said that A-boards kept outside shops rather than on the pavement, and hanging banner boards, work well for people with a visual impairment.

RESOLVED: That the Council formally thanks local businesses for keeping the pavements clear of obstruction with their A-boards.

Moved by: Cllr Warburton **Seconded:** Cllr Powell

Decision - Unanimously agreed

Decision Item 67/2026

The Clerk will publicise the thanks on the website and social media.

6(d) Speed indicator devices (SPIDs)

Dealt with under item 5, as the Clerk's report covers it.

6(e) Mythop Road Allotments

Dealt with under item 5.

6(f) Fylde Borough Council lighting renovation proposal

The Council considered Fylde Borough Council's proposal to renovate street lighting in the town and its request for comments. Cllr Newell noted that he lives on Hastings Place, where some of the new lights are planned. No interest was declared.

Members raised these points:

- Brackets for planters or hanging baskets should not be added on further streets, to avoid extra cost to taxpayers.
- Fylde proposes 9 metre columns in most places and 6 metres in some. If lamp posts need replacing on Hastings Place, which is residential, members felt a height of 6 metres would suit the area better.
- The Council does not want a motto on the columns.

It was requested that the Clerk responds to communications from Fylde Borough Council with the Council's response to the lighting renovation proposal. Specifics include a recommendation that Fylde Council to not include the Lytham Hall motto in text on the lights as this would only be legible from a single side; that the lamp posts could start from the Hastings Place / Market Street junction rather than all through Hastings Place, however if there was a requirement for replacement to take place on Hastings Place - then the lamp posts to be limited to 6m in height due to the residential nature of that street. In addition that the Town Council had no wish for Fylde Council to incur additional expenditure and would not wish to see banner arms and planter brackets added into the procurement.

6(g) Transmission Assets Steering Committee (TASC)

Cllr Bramall, who represented the Council at TASC, gave an update for noting. She reported that the Secretary of State has decided the project will go ahead, that the deadline for any judicial review is 20 October 2026, and that the committee's solicitor is looking at possible grounds. TASC meets on 19 October 2026. The Council may need to hold a further meeting to consider next steps, if any. The Council noted the update.

Financial Report from C/RFO Mid-Year - End of Q2**5. 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.**

The Council received the Clerk/RFO's Report to Full Council, End of Second Quarter (Half-Year) 2026/27, dated 7 October 2026 (updated re Mythop Road Allotments), published on the Council's website. The Clerk reported that the bank account was reconciled with no variance to 1st October 2026, the full precept had been received and spending was within income.

He then led the members through the report sequentially.

Clerk Note: The report is published and available for viewing at this [link](#):

Telephone kiosks

On 9 September 2026 the Council resolved to adopt and restore the three Grade II listed K6 kiosks on Clifton Street, up to £15,000 (Decision 55/2026), with no deadline / timescales specified. The Clerk advised that BT repainted them on 14 September and remains responsible for them until adoption, and that spending £15,000 this year would take the uncommitted General Fund £2,979.26 below zero. After adoption, insurance would add about £55 a year and maintenance about £250 to £500 a year. The Working Group wants to speak to Fylde's Heritage Officer about future uses first. Members asked whether work should go ahead sooner, given the health and safety risks.

RESOLVED: That the Council defers the adoption and restoration of the three K6 telephone kiosks on Clifton Street to 2027/28 and considers provision of up to £15,000 in the draft 2027/28 budget.

Moved by: Cllr Powell. **Seconded:** Cllr Bamforth

Decision - Agreed by majority vote

For: SB, MB, HW & CP

Against: Nil

Abstention: SN

Decision Item 68/2026

The Clerk clarified that Decision 55/2026 from 09/09/2026 stands in relation to the Council's resolution to adopt and renovate the Telephone Kiosks, only the timing changes.

Mythop Road Allotments

Two members of the allotment association committee attended. They did not speak, but provided land area calculations for the site, which the Clerk used for his estimates of insurance and maintenance costs.

The Clerk reported that on 7 October 2026 Fylde Borough Council wrote to say that having reconsidered their legal position, in its view, the land passed to the Town Council automatically on the establishment of the Town Council in May 2025 (Regulation 9, Local Government (Parishes and Parish Councils) (England) Regulations 2008). On that basis no transfer is needed, so Decision 56/2026 made on the 9th September 2026 (appointing solicitors for a transfer) will not now need to be actioned.

Fylde will fund the clearance of the "Donkey Dyke" already arranged but will have no responsibility after it - however it has sought the Town Council's permission to undertake this work.

The Clerk advised that ownership brings unbudgeted costs and duties, including insurance, maintenance, boundaries, the dyke and the allotment association agreement (the head lease).

He has spoken to one specialist firm but has no firm quote and was due to speak with a second specialist company imminently after staff absence. The Chair noted that Fylde's view has not been independently checked.

Members said the Council should take advice and not simply accept Fylde's position, and that legal advice will be needed either way.

RESOLVED: (a) It is noted that Decision 56/2026 will not now be actioned; (b) To authorise the Clerk to obtain quotations for a review of the head lease and deeds (c) To confirm that the Town Council wants Fylde's dyke clearance to go ahead; (d) Increase the Allotments Contingency reserve by an additional £3,500 from the General Fund

Moved by: Cllr Bramall **Seconded:** Cllr Powell

Decision - Unanimously agreed

Decision Item 69/2026

Budget, reserves and payments

The Clerk presented the budget amendments, reserve movements and Key Decisions A to C (Report Sections 9, 11 and 20), and the payments to 1 October 2026 (Appendix D).

All members had a copy of the payments schedule.

The kiosks and the Allotments Contingency reserve had already been dealt with in the resolutions above.

Members asked about SPIDs (speed indicator devices). The Clerk explained that poles are going up at seven sites, that in addition to the previous council resolution to purchase a single SPID - that mid-year budget adjustments allowed for additional SPIDs to be bought this year for the highest priority sites, and that a device can be moved for about £250.

He confirmed that three quotes had been obtained within the procurement already under way. The legal power for the SPID purchase would be made under Local Government Act 1972, s137.

On community grants, the Council set no budget this year to see what demand looked like, and members agreed to set a limit now. At the Chair's invitation, the Council took the remaining recommendations as one resolution.

RESOLVED: That the Council:

(a) receives the Clerk/RFO's Report and notes the bank reconciliation on 1 October 2026 (Appendix C);

(b) approves the budget amendments in Section 9, including the removal of £15,000 from code 92 and setting code 53 to nil;

(c) approves the reserve transfers in Section 11, including £1,198.50 from the General Fund to the General Reserve, and the remaining £3,091 from the Clifton Street reserve to the General Fund;

(d) adds £350 to the SPID reserve, approves two additional SPIDs (three in total) for up to £5,000 from the uncommitted General Fund within the procurement already under way, and sets aside £2,000 for community grants, with individual awards to be decided separately, leaving £4,261.74 uncommitted and

(e) approves the payments list at Appendix D.

Moved by: Cllr Bramall **Seconded:** Cllr Bamforth

Decision - Unanimously agreed

Decision Item 70/2026

	The Clerk reported that Lightpool has offered to invoice 50% of the Christmas lighting contract in 2026/27 and 50% in 2027/28, with no interest. The Clerk has accepted this within the contract awarded under Decisions 60/2026 and 61/2026. The full cost remains committed this year, and the unpaid half will be held in an earmarked reserve, so no extra budget is needed next year. The Clerk reported that the Lytham Business Partnership has informally discussed passing some of its Christmas lighting to the Council. No proposal has been received. There is no budget to buy or maintain further lights, and no decision was taken.
--	--

PUBLIC PARTICIPATION

7.	Public Participation (Open Forum) (Max 15 minutes, 3 minutes per speaker) Public participation began at 20:00. Three members of the public spoke. Person A asked about the position of the post box on the Clifton Street pavement and suggested the gap between the telephone kiosks and the bus shelter. The Clerk will make enquiries. This is information gathering only and no decision was taken. Person B asked whether the Council had obtained information about moving the telephone kiosks. The Council noted that the kiosks are Grade II listed and that the Working Group will raise the question with Fylde's Heritage Officer. No decision was taken. Person C, the Chair of the Board of Trustees for Lytham Institute also thanked the Councillors Newell and Cook for their construction, fixing and donation of the noticeboard.
-----------	--

FORWARD PLANNING

8.	Items for Next Agenda (a) The draft 2027/28 budget will come to the meeting on 25 November 2026 for councillor consideration and resolution, as it must be settled prior to any calculation with regards to a future precept is made. (b) The decision on whether to hold a December meeting, as opposed to a festive celebration event was deferred to 25 November, and the Clerk will provisionally book a room. (c) Cllr Warburton asked the Clerk to write to Fylde Borough Council asking for the street cleaning schedule. The Clerk agreed. This is a request for information. (d) The Terms of Reference documents for Working Groups
-----------	---

	(e) A report concerning provision of a bank account to support the Lytham Town Crier.
15.	Date, Time & Location of Next Meeting Full Council Meeting Wednesday 25 th November 2026 6:30pm Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP

Action	Owner	Date
Submit FOI request to Lancashire County Council (item 4)	Clerk	[date]
Run social media campaign on highways maintenance (item 4)	Clerk and Members	[date]
Ask the Institute Trustees to confirm in writing the offer of a secondary noticeboard (item 4)	Clerk	Completed 14/10/2026
Check the Clifton Street walkabout list against the list already sent to the highways authority and add anything missing (item 6(a))	Clerk	[date]
Obtain more information from BT on kiosk maintenance (item 6(a))	Clerk	[date]
Write to Fylde Borough Council with the Council's response to the lighting proposal (item 6(f))	Clerk	[date]
Obtain quotations for a review of the head lease and deeds and report back to Council (item 5)	Clerk	[date]
Tell the Council's insurers about ownership of Mythop Road Allotments (item 5)	Clerk	ASAP Completed 15/10/2026
Publicise the Council's thanks to local businesses on the website and social media (item 6(a))	Clerk	w/c 19/10/2026
Make enquiries about the post box positioning on Clifton Street (item 7)	Clerk	[date]
Write to Fylde Borough Council asking for the street cleaning schedule (item 8)	Clerk	[date]
Provisionally book a room for a December meeting (item 8)	Clerk	Completed
Initial the payments schedule at Appendix D	Chair	[date]

The chair of this meeting believes that the minutes of the meeting of Lytham Town Council held on 14th October 2026 are a correct record and are confirmed as an accurate record of the proceedings.

Chair:

Date:

DRAFT