Lytham Town Council

Minutes – Full Council Meeting - Wednesday 29th July 2026

Minutes of the Council Meeting held:
Wednesday 29th July 2026, at 6.30pm at Lytham Institute, 27 Clifton St, Lytham, FY8 5EP

Present: Councillors Suzanne Bramall (Chair), Mark Bamforth (Vice-Chair), Edward Cook, Hilary Warburton, Anne Aitken, Cath Powell, Kelly Farrington, & Brenda Blackshaw
Apologies received: Cllr Amy Barnes, Cllr Simon Newell (for the opening of the meeting)
Officers: Clerk / RFO
Members of the Public: 25 members of the public were present at the start of the meeting however some attendees left prior to the meeting closing.

No.	Agenda Item
PROCEDURAL MATTERS	
1.	**Welcome, introduction, Audio Recording notice and Health & Safety.** Chair, Cllr Suzanne Bramall, welcomed those present and opened the meeting at 6:30pm. The Clerk confirmed Member attendance and noted apologies for absence received and confirmed that the meeting was quorate. The notice that the meeting was being audio recorded was displayed on the screen. The Chair gave the following matters for information: • From September (the Council's next meeting, there being none in August), meetings will move to the other room (the Old Library) within the building. Mrs Maegan Shaul, who manages the building, is seeking volunteers to help clean and prepare the room ahead of the move. Members of the public present, wishing to assist were asked to let the Clerk know, so this could be passed on to Maegan. Microphones are also being sourced for the new room to improve sound quality.

	• Members of the public were reminded to speak up if they were struggling to hear during meetings and were encouraged to address comments to each other rather than towards the public gallery. • The Council's Town of Culture bid was unsuccessful, in common with most Lancashire towns that applied. The Chair noted that Blackpool's City of Culture bid had been shortlisted and wished them well. She formally thanked Cllr Kelly Farrington for his time and energy in preparing and submitting the Expression of Interest application. • The Chair thanked those responsible for watering and maintaining the town's banners and planters, noting the exceptional effort made in difficult weather conditions, and asked that this be formally minuted – and refers to Lisa Foden and her team at Fylde Council. The Chair also formally thanked Cllr Cath Powell for her work on this project and also for arranging the display of the students' art work at the Lytham Institute.

2.	**Declarations of Interest and Dispensations**
	The Chair asked all Councillors whether they had any declarations of interest or requests for dispensations.
	The following interests were declared:
	• Item 8(i) –
	  ○ Cllr Blackshaw
	• Item 9(a) –
	  ○ Cllr Blackshaw,
	  ○ Cllr Bamforth [due to his membership of the Licensing Committee at Fylde Council],
	  ○ Cllr's Warburton, Aitken & Cook – as Social Members of the Lytham Cricket Club. Cllr Newell also declared his social membership when he arrived at the meeting.
	• Item 9(b) –
	  ○ Cllr Farrington [due to his membership of the Planning Committee at Fylde Council]
	
	No dispensations were sought.

3.	**Approval of Minutes** The Clerk stated that he had received no emailed points of accuracy concerning the minutes; however he had amended a word in the first line of the Public Participation section of the previous minutes, where Person A had stated "Bowling Green", however he had recorded "Allotments". This has been amended. In addition, in relation to item 9, concerning the membership of the Town Council's working groups, the minutes had accurately recorded what had been said at the meeting concerning the membership of the Finance & Governance working group, however, he had also included a Clerk Note to clarify that Cllrs Cook and Newell were also members. **To consider and resolve** the approval of the minutes – with those amendments **-** as an accurate record of events for: The Meeting of the Council held on Wednesday 10th June 2026 **Moved by:** Cllr Bamforth. **Seconded:** Cllr Blackshaw **Decision** – Unanimously agreed **Decision Item 45/2026**

	Brief agenda overview by Chair The Chair pointed out that the agenda was clear regarding the relevant points for consideration at the meeting.
4.	**Presentation to Council:** Mr John Tyrrell, briefing Council about the licence application submitted for the Lytham Sports Club Community Festival 2027 [Re Agenda Item 9(a)]. Also present with him was Mr Paul Finnerty of the Executive Committee of Lytham Sports Club The Chair invited Mr Tyrrell to address the Council and brief them regarding the Licensing application he had submitted. Mr Finnerty commenced the presentation and he explained that Lytham Sports Club had a long history dating back to the 1860s, and was home to Lytham Cricket Club, Lytham Tennis Club, and Lytham Football Club, including junior football sections. The site was large and required significant upkeep, and income from subscriptions alone was no longer sufficient to sustain it. The Club had therefore diversified its income streams in recent years, including through an annual beer festival, now in its fourth year and described as a successful and popular event generating much-needed income. Mr Tyrrell advised that the proposed music festival had been under discussion for a couple of years as a further means of securing the Club's financial future. He emphasised that the Club was a non-profit organisation, and that any income raised would be reinvested into grassroots sport and facilities at the Club, rather than benefiting a commercial promoter. The promoter was not a multi-national company He noted that the Club's facilities were in regular use throughout the week, including for women's and children's sessions, and junior training during the winter months, and that the site was particularly busy on Friday evenings during the summer. Mr Tyrrell said the festival would be aimed at an older audience than is typical for events of this type, with an emphasis on seated and premium areas rather than standing space. He cited past artists of the calibre the event would seek to attract, for example, a band such as The Human League. He confirmed the event would finish at 10pm, and that the key point of difference from similar festivals would be the additional space and seating provided. The Clerk clarified for Members that the Town Council was neither a Licencing Committee nor a Scrutiny Committee, and in terms of any submission of representations to Fylde Council, it would be considered as an ‘Interested Party’. Questions were invited from the Councillors. Cllr Aitken raised a question regarding car parking arrangements for the proposed festival, noting that the application did not appear to address this and that parking would be a significant concern for local residents. The applicants confirmed that the Club's solicitor was in discussion with Fylde Borough Council on this matter and asked whether the Council could offer any guidance or assistance.

In response to further questions from Cllr Powell, Mr Tyrrell confirmed that the licence capacity applied for was 9,999, but that actual attendance was expected to be lower, in the region of 6,000–7,000 people, though this could not be confirmed with certainty. Cllr Powell queried whether the likely attendance would sit somewhere between 5,000 and 10,000, which Mr Tyrrell agreed was a fair estimate. Cllr Powell reiterated that parking remained a key concern.

In response, the applicant confirmed that a park and ride solution was being considered, similar to arrangements used for The Open golf championship and other large events. He advised that a professional traffic management company would be engaged to oversee this, with the aim of preventing attendees from parking on residential streets. He noted that many local residents were themselves expected to attend the event on foot.
Cllr Powell asked, for comparison, how many people typically attended the Club's annual beer festival over a weekend. Mr Tyrrell said this was difficult to state precisely, as the licence permitted up to 5,000 people on site at any one time, but that total attendance across the weekend was likely to be in the region of 1,000 to 1,500. Cllr Powell observed that this was already a significant event, and the applicants agreed the proposed festival would be larger still, though of a different character.

Cllr Warburton asked about the facilities to be provided on site, and where within the sports ground the event would actually take place.

The applicants explained that timing was a key consideration, as the cricket square and tennis courts remained in active use during the relevant period, and the exact layout had not yet been finalised. He confirmed that consultation with residents had taken place, including a neighbours' meeting a couple of months prior, at which various options for the event layout had been discussed with a view to minimising impact on nearby residents. No firm decision on the final site layout had yet been made.
Cllr Warburton queried the business structure behind the application, noting that it did not appear to sit under the Cricket Club itself, and asked whether the event was in effect being run for private profit rather than community benefit. Mr Tyrrell confirmed that the festival was being run as a joint venture, but that income due to the Cricket Club and Social Club would go directly to the Club, to be used for ground and facility improvements.

The Chair noted that time was limited given the public questions still to follow, and Cllr Blackshaw confirmed that the promoter for the event was a local resident with significant professional experience in the music industry.

Cllr Farrington referred to observations he had made whilst attending a separate consultation meeting on the proposal and felt it important that these be recorded. He noted that without additional income of this kind, the Club could otherwise face the prospect of raising subscription rates or potentially having to sell off part of its land, as had reportedly happened some years previously. He considered this a relevant point for the Council's consideration, whilst clarifying that he could not confirm whether such an outcome would in fact occur, only that it had been raised at the meeting he attended.

In response, the applicants, supported by the Chair of the Cricket Club who was also present, confirmed that without additional income of this kind, subscription rates would likely need to rise. He confirmed that the sale of land had been considered by the Club

	on previous occasions, including an approach approximately eight years ago from a developer wishing to purchase part of the site adjacent to the cricket pitch. This proposal had been put to Club members and was rejected. He stated that the Club did not wish to sell any of its land, and that this remained the Club's position. The Chair noted that, as with all planning matters, such considerations were ultimately subjective. The Chair then brought this section to a close and invited the applicants to stay to hear this matter being discussed at Item 9(a) if they wished to remain.
5.	**Public Participation (Open Forum)** (Max 15 minutes, 3 minutes per speaker) • **Person A** addressed the Council regarding the previous item. They stated that they were not reassured by the suggestion that the land could potentially be developed for housing at some point in the future, referring to policy HW3 of the Fylde Local Plan to 2032, which they said provides mandatory protection for existing outdoor sports facilities. They outlined the following points: ○ Under policy HW3, a club would need to demonstrate that green space was entirely surplus to local sporting needs before any housing development could be justified. ○ Any development of the land would carry a legal requirement to provide an equivalent or better replacement cricket ground elsewhere in Lytham. ○ Financial difficulty on the part of the Club would not, in their view, constitute grounds for an exception to this policy, which protects the physical sporting asset regardless of the Club's financial position. ○ Sport England is a statutory consultee on planning applications affecting playing fields and would be expected to object automatically to any housing development on an active cricket pitch unless a fully funded, built replacement pitch were provided first. ○ Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the Council to preserve open spaces that contribute to the character of a conservation area, and housing development would, in their view, conflict with this duty. Person A concluded that they considered any future housing development on the site highly unlikely to succeed, noting that they had been in contact with the Civic Society, who would strongly oppose any such proposal. • **Person B**, speaking as a member of the Lytham St Annes Civic Society, responded to the previous speaker. They said they believed everyone involved was trying to avoid the scenario being described, and that this was not the intention of anyone concerned. They suggested that the concern raised may have stemmed from the earlier mention of land sale as a hypothetical possibility, which appeared to have caused some unease among residents. They suggested it may be worth revisiting this point with residents directly to address any concerns arising from it.

- **Person C**, Chairman of Lytham Cricket Club, spoke in support of the application. He explained that the Club had previously experienced serious financial difficulty, from which it had gradually recovered. He confirmed that the Club had, at an earlier point, been approached regarding the sale of land, and that some members had considered this appropriate at the time given the Club's financial position. He stated that he, both as President and now as Chairman, had not supported this, and that a separate approach had also been made by a football club chairman wishing to purchase land to build housing overlooking the pitch, which had likewise been declined, as the Club wished to preserve the site.
  He outlined the significant ongoing cost of maintaining the Club's facilities, including the cost of pitch maintenance and ground improvement works. The cricket wicket costs in the region of £60,000 a year for pitch upkeep, and a further substantial sum for ground improvement works.] He confirmed that the Club currently charged in excess of £28,000 a year in tennis section fees and over £20,000 a year in cricket section fees simply to sustain the grounds, and that the purpose of the proposed festival was to reduce this financial burden on members and allow subscription income to be directed towards sport rather than maintenance costs.
  He noted that despite being located in a relatively affluent area, the Club found it very difficult to secure external grant funding, typically receiving only small sums from bodies such as the Football Foundation or cricket funding schemes, and that meaningful support of the kind needed to secure the Club's future was not otherwise available. He stated that the Club was run almost entirely by volunteers, with only a small number of paid staff, and that members gave significant time voluntarily to keep the Club running.
  He confirmed that any income generated by the Club from the proposed festival would remain within the Club and be used to support its sporting facilities for the benefit of current and future members. He stated firmly that the Club had no intention of selling any of its land.
  The Chair thanked Person C for the clarification, noting that this was helpful in clarifying the Club's position, and thanked those present for attending.

- **Person D** asked what time of the calendar year that the Community Festival was being considered by, and it was clarified that due to weather and natural light, it would be at a similar time of year to now – with the proposed dates being the 22nd to 25th of July 2027.

- **Person E** stated that, whilst sympathetic to the Club's position, they lived very close to the site and had been unable to attend the previous consultation meeting, so wished to raise their concerns at this meeting instead. They explained that existing events at the Club already caused parking problems in the surrounding streets, and that residents received no assistance in managing this, having in the past had to put out their own cones, despite acknowledging this was likely not permitted. They raised concerns that emergency vehicle access, including ambulances and fire engines, could be obstructed as a result.
  In response, Mr Tyrrell confirmed that professional traffic management would be in place for the proposed festival, and that the Club would look into the possibility of a residents' parking permit scheme for the local area, which would restrict parking access to residents only during the event.

  The Chair thanked all those who had contributed and closed the public participation session.

6.	**Matters Arising / Action Points from Previous Meeting** The Chair stated that the action point regarding Terms of Reference for working groups would be addressed in each section below, however, as each was considered a Work in Progress, this item would be carried forward to the September meeting
7.	**a) To receive and note the End of Quarter 1 Financial Report** The Chair invited the Clerk/RFO to present the report, which had previously been circulated to Members by email and published on the Council's website. The Clerk advised that, in his assessment as Responsible Financial Officer, the Council's finances remained in good order across all areas, with one item graded amber, relating to the Christmas lights project. He explained that this reflected the position at the time of writing, when no quotations had yet been received and the budget line remained a scope-in-principal figure only. The Clerk confirmed that the Council's second precept instalment, representing 50% of the annual precept, was due within the coming weeks, and that the Council held over £61,000 in uncommitted expenditure for the financial year, in addition to its reserves as set out in the reserve schedule. The Clerk further advised that he had begun seeking availability from the Finance Working Group to review the half-year figures following the end of September, with a view to beginning work on next year's council tax precept request. He noted that, as he had not taken up post until September of the previous year, that year's budget process had been compressed, and that an earlier start this year would allow for proper mid-year budget scrutiny ahead of the precept-setting timetable. The Clerk advised that no questions on the report had been received by email in advance of the meeting and invited Members to raise any questions at this point. None were raised. **RESOLVED:** That the End of Quarter 1 Financial Report be received and noted. **Decision Item 46/2026** **b) To consider and resolve to increase the level of the General Reserves** The Clerk presented two options for Members' consideration: i. To increase the General Reserve to 25% of the current year's Precept, requiring a transfer from the General Fund of £1,198.50; or ii. To increase the General Reserve to 30% of the current year's Precept, requiring a transfer from the General Fund of £5,033.45 (in addition to option (i)). The Clerk noted that this report had been prepared prior to the Christmas lights procurement and other items being scoped for consideration later in the meeting, and suggested Members may wish to revisit the appropriate level of General Reserve once the cost implications of those items were known.

	The Chair suggested that, given the potentially significant cost of the Christmas lights project, a decision on the General Reserve be deferred until the September meeting, once further costings were available. Members agreed. The Clerk clarified that this represented a deferral of the decision rather than a resolution, and that no formal proposal or seconder was therefore required. **AGREED:** That consideration of the General Reserve level be deferred to the September 2026 meeting, pending further information on committed expenditure, including the Christmas lights project.

COMMITTEE REPORTS	
8.	**Community Grants, Honours & Awards (CGHA) Committee** Community Grant Scheme Applications – To receive the Committee's recommendations following their meeting on Monday 27th July 2026 in respect of the applications considered below: The Chair invited Cllr Cook, the Chair of the CGHA Committee to feedback to Council and make the recommendations of the Committee for consideration. Cllr Cook stated that the Committee had meet on Monday 27th July 2026 and considered these applications. The first application had been previously considered and had been deferred to seek additional information, which had now been received. i. Application [LTC-G-(2025_26)-002] Applicant: Friends of Lytham Railway Station Amount requested: £450 (**from 2025/26 budget**) **Moved by**: Cllr Cook. **Seconded:** Cllr Newell **Decision** – Agreed by majority (Cllr Blackshaw abstained due to Interest) **Decision Item 47/2026** **Resolved:** That a grant of £450 be awarded to the Friends of Lytham Railway Station in respect of Application LTC-G-(2025_26)-002. ii. Application [LTC-G-(2026_27)-001] Applicant: Lytham Dementia Sing-Along Group Amount requested: £480 Cllr Cook presented the Committee's consideration of this application, submitted by the Lytham Dementia Sing-Along Group, which holds its sessions at Pope Church, near Lytham. The group had requested £480, primarily to support advertising costs. Cllr Cook advised that he had spoken with representatives of the group, and separately with a contact at the publishers of the Local List and had negotiated a reduced advertising rate on the group's behalf. He recommended that, rather than the full amount requested, the Council pay £240 plus VAT directly to Local List to cover the cost of the group's advertising space, with Local List effectively part-sponsoring the remainder of the advertising cost.

	The Clerk sought clarification that Local List had agreed to reduce their invoice as a result of this negotiation, in effect part-sponsoring the advertisement. Cllr Cook confirmed this was the case, and he noted that the group's initial advertising reach was to extend beyond Fylde into the surrounding villages. **Moved by:** Cllr Cook. **Seconded:** Cllr Newell **Decision** – Agreed by majority (Cllr Blackshaw abstained due to Interest) **Decision Item 48/2026** **Resolved:** That a grant of £240 + VAT be awarded to the Lytham Dementia Sing-Along Group by means of payment of the invoice for Local List, in respect of Application LTC-G-(2026_27)-001. 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 • Councillor Cook stated that applications iii and iv were deferred as the committee had sought further information before considering these applications.

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 *Link to documents: Fylde Borough Council Licensing Act 2003 Applications* The Chair invited Members to discuss whether the Council wished to submit any comments or representations in relation to this application to Fylde Borough Council. The Clerk confirmed that, as an interested party, the Council was entitled to make representations should Members wish to do so. Cllr Powell stated that she supported the Cricket Club and the proposed music festival but raised a reservation regarding the scale of the event, noting that a capacity of up to 9,999 people was, in her view, a significant number for the size of the area. Cllr Powell's principal concern related to the use of Lytham Green for parking in connection with events more broadly, not solely this application. She stated that the impact of repeated event-related parking on the health of the green space was unknown and suggested that an independent survey be commissioned to establish whether ongoing use for parking was causing lasting damage.

	She cited Lowther Pavilion's existing permission to use the green for parking on a number of occasions each year as a comparable example, and expressed concern that the green was increasingly being treated as a default car park rather than protected as public open space, noting its ecological value as a green corridor adjoining the beach. Cllr Powell suggested that the Council should consider identifying an alternative out-of-town park and ride site for use by event organisers across the town, with a general position that no event parking should take place on the green or on residential streets. She stated that her primary concern regarding this specific application was to ensure no parking would be permitted on the green in connection with the festival. The Chair advised that she had raised this concern generally (not specifically in relation to this application) in a meeting that week with Allan Oldfield [CEO – Fylde Council]. She had been informed that inspections of the green take place twice yearly, with decisions on any necessary remedial work made on that basis and suggested it would be useful for the Council to see the outcome of these inspections. She further advised that every organisation permitted to use the green for parking, including Lowther Pavilion and the car show, has a clause in their agreement requiring them to make good any damage caused. She noted that, for this reason, an upcoming event had reportedly been asked to relocate to the Triangle instead. Cllr Powell acknowledged this but noted that remedial work under such arrangements tended to focus on the fenced festival area itself, whilst the wider area of the green used for general parking was not covered in the same way. She reiterated her view that a proper, independent, expert survey was needed to establish the true extent of any damage being caused. The Chair asked Cllr Powell to clarify whether she wished this to form a formal recommendation, namely that alternative parking arrangements be sought in relation to this application. Cllr Powell confirmed this, stating that she did not wish to see parking take place on residential streets. Cllr Blackshaw advised that she had been in discussion with Mr Tyrrell regarding parking, and confirmed that alternative options had been considered, including the possibility of using Fylde Rugby Club's larger parking area. Cllr Cook stated that, in his view, the cumulative impact of the festival needed to be considered alongside other events already taking place on the green within a short period and questioned whether existing inspection arrangements adequately captured this cumulative effect and that he disagreed with this characterisation. He said that in his experience the car show caused no lasting damage to the green, but that damage from previous festivals remained visible in certain areas, including tracking left by heavy equipment and metal trackway matting, particularly towards “DanBro” [Premises at the eastern end of the Green.] He described the green as a robust surface due to its sand base and drainage but acknowledged some existing unresolved damage in this area. The Chair asked that discussion be brought back to the specific application before the Council, rather than the wider issue of green usage, which she agreed was a matter the Council may wish to consider separately as a future agenda item. Cllr Cook added that heavy machinery and the use of trackway matting were matters the Cricket Club would need to manage carefully if the application were approved, given potential impact on the outfield.

	Cllr Newell spoke in support of the application, declaring an interest as a long-standing member of the Cricket Club. He described the site as one of the best sporting facilities in Lytham, used extensively by the local community and visiting teams, and stated that the event was a community rather than commercial venture, with proceeds directed towards youth coaching and the Club's sporting sections, including cricket, tennis, and Clifton Casuals Football Club. He acknowledged that parking would present a challenge, as with any large event, but stated that the section of the green nearest his home showed little or no damage despite existing use by Lowther Pavilion and the car show. He further noted that, in his opinion, the green was expected to transfer into a charitable trust in the near future, which would place a formal duty on trustees to protect it for community benefit. The Chair invited any further comments and asked for a show of hands in support of the application. It was noted that Cllr Blackshaw held a declared interest in the application and was therefore unable to vote. Cllr Powell reiterated her concern that the green was being used for an increasing number of events year on year, and that a sustainable position on this could not continue indefinitely. Cllr Warburton raised a further consideration regarding noise, noting that amplified sound was proposed to run across four days until 10pm, and asked what the Council wished to say on this point. The Clerk advised that the licensing application included a set of 35 proposed conditions, which addressed environmental protection matters including noise impact, and that this indicated the matter had already been engaged with through the neighbour consultation process referenced earlier by the applicant. He confirmed that the conditions did not, however, address parking arrangements. **RESOLVED:** That the Council raise no objection to the application but submit a representation to Fylde Borough Council recommending that consideration be given to alternative parking arrangements, rather than reliance on Lytham Green, as part of the licensing conditions attached to any approval. **Moved by**: Cllr Bramall. **Seconded:** Cllr Warburton **Decision** – Agreed by majority (Cllr Blackshaw abstained due to Interest & Cllr Bamforth due to being on the Licensing Committee) **Decision Item 48/2026** (b) To consider planning application: 26/0387. CENTRAL AREA (INCLUDING MOSAIC) TO CLIFTON SQUARE, CLIFTON SQUARE, LYTHAM. Link to documents may be found here *Link to documents: Fylde Borough Council Planning Portal, ref. 26/0387*

	The Chair introduced the application, relating to the installation and operation of an ice rink and kiosk at Clifton Square. She confirmed that the application period ran from 15 November to 6 January, to allow for installation and removal, with the rink itself proposed to be open to the public from 21 November to 3 January. The Chair reminded Members that, in the previous year, the Council had not objected to a similar application but had made recommendations relating to generator noise and child safeguarding/security. She advised that, ahead of this meeting, she had met with Suzanne Taylor and Stefan Cubbins, the applicant, to raise questions on these points, along with reports which had by that stage been received from Environmental Protection and Lancashire Police. The Chair reported that the applicant had advised the generator proposed for use this year was a newer, lower-emission model producing reduced noise compared with the previous year, though she noted some uncertainty as to whether this matched the specific model listed within the application documents. On security, she confirmed that the Police had recommended 24/7 security provision, and that Mr Cubbins had agreed to provide this if this was a required condition decided upon by Fylde Council. On concerns raised regarding the kiosk's potential impact on nearby food and drink businesses, the applicant's position was that kiosk income was necessary to offset the significant cost of diesel generator operation, that electric power was not a viable alternative, and that the applicant had consulted neighbouring businesses and agreed to offer only non-competing food and drink items. The Clerk confirmed that no correspondence, for or against the application, had been received from the public. Cllr Blackshaw advised that the businesses she had spoken to were supportive of the ice rink returning. Cllr Farrington reported a similarly positive response from the business community, noting that the switch-on event and the rink itself were seen as a significant driver of footfall during a period that would otherwise be quiet, helping to retain custom that might otherwise be drawn to nearby cities. Cllr Warburton raised concerns regarding the generator's near-continuous operation, noise impact on nearby residential flats, and cumulative carbon emissions over the course of the event and stated that these amounted to a genuine reservation on her part, alongside general questions around outdoor food consumption near the generator. Cllr Newell stated that he was supportive of the event taking place in principle, subject to the matters of pollution, security, and safeguarding being properly managed, and suggested the Council could review the outcome after this year's event. He raised a further, separate reservation regarding the commercial nature of the event, noting that the applicant, as a commercial operator, was not required to pay a fee for use of the public space, in contrast to other commercial users of Council land such as the long-standing coffee kiosk operator, who paid a significant annual fee. He suggested the Council may wish to seek a rental fee or charitable contribution in future, should the event prove commercially successful.

The Chair questioned whether this was a matter properly relevant to the planning application under consideration. The Clerk clarified that, whilst this was not a substantive planning consideration in itself, the Council was entitled to record such a comment publicly as part of its response, noting that any weight given to it would be a matter for the planning authority.

Cllr Farrington offered a counterview, noting the broader economic benefit of the event to the town, including its role in supporting seasonal trade and providing entry-level employment opportunities for younger residents, and cautioned against the Council raising a financial objection that could be seen as working against the town's interests.

Cllr Powell suggested that the Council take no position on the financial/rental point this year but review the matter in January depending on the event's success, with a view to raising it in relation to any future application should the event prove profitable.
Cllr Blackshaw supported this approach.
The Chair asked Members to confirm by a show of hands whether there was any objection to the application.

RESOLVED: That the Council raise no objection to planning application 26/0387, but to make a supportive statement with comments, noting the Council's concerns about the environmental impact of the 24/7 use of the generator for the complete period of this installation. This includes the noise pollution and also the carbon footprint of using diesel fuel, and the associated exhaust emissions.
Moved by: Cllr Powell. **Seconded:** Cllr Newell
Decision – Agreed by majority (Cllr Farrington abstained due to being on the Planning Committee) **Decision Item 49/2026**

(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

Cllr Newell introduced this item. He explained that this was intended as an information-gathering exercise, to invite the newly appointed Acting Head of Planning at Fylde Borough Council, understood to also hold a substantive planning role at Wyre Council, to meet with the Council informally.

Cllr Newell noted that the previous planning officer, Paul McKim who had been closely involved in matters including the wind farm application, had resigned shortly after planning permission was granted earlier in the year, and that Fylde had been without a substantive planning officer since that time, with the current Acting Head of Planning covering the role on a temporary basis.

Cllr Newell proposed that, given the range of outstanding planning matters affecting Lytham, including the wind farm, conservation area issues, and enforcement matters, it would be valuable for Members to meet directly with the Acting Head of Planning to hear his perspective and discuss these issues as a Council.

	RESOLVED: That the Clerk write to Stephen Smith, Acting Head of Planning at Fylde Borough Council, inviting him to attend a future meeting of the Council to discuss outstanding planning matters affecting Lytham. **Moved by:** Cllr Newell. **Seconded:** Cllr Bramall **Decision** – Agreed unanimously **Decision Item 49/2026**

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 The Chair invited Cllr Warburton, as Group Lead, to provide an update. Cllr Warburton advised that the Working Group's Terms of Reference were well progressed. She confirmed the Group's focus would be advisory in nature, concentrating on matters affecting residents and visible frontline services within the town. She advised that going forward, agendas and notes for the Group would be prepared jointly with the Clerk, and that other Members and interested parties with relevant experience would be drawn into discussions as appropriate as the Group's work developed. The Chair thanked Cllr Warburton for organising a recent walkaround of the town, and thanked Cllrs Peter Anthony and Andrew Redfern of Fylde Borough Council, for joining. She confirmed that a list of issues identified during the walkaround would be fed into the Council's improvement plan, to be considered alongside remaining budget and other matters already under discussion. (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. Cllr Blackshaw presented this item. She advised that, subject to approval, the Council would seek sponsorship or donations towards the cost of restoration, and that the intended use of each box would be opened up to public suggestion, citing a heritage-themed display of historic Lytham photographs as one example, whilst ruling out uses such as book exchanges or flower displays that would be difficult for the Council to maintain. She noted that comparable schemes in other towns, including examples researched via other councils and the City of London, could inform the final design, and confirmed that each box would carry Lytham Town Council's name in place of the original BT signage. In response to a question regarding the boxes' Grade II listed status, Cllr Blackshaw confirmed that she had contacted the Council's Heritage Officer for advice, who had recommended also contacting the local heritage group. She advised that the boxes could not be adopted from BT until formally purchased, at a nominal cost of £1 per box, and that whilst listed status restricted external alterations, internal fit-out was permitted. She confirmed that planning permission would be sought as part of the restoration process.

Cllr Blackshaw advised that quotes had been sought from three specialist restoration contractors, though most required the boxes to be transported off-site for restoration, which was not possible given their listed status; the quote of £13,695 was based on a supplier able to restore the boxes in situ. The Clerk confirmed that, due to the outline estimate of costs that three written, fixed-price quotations would be required under the Council's Financial Regulations. He confirmed that sufficient budget provision existed within the current year's budget to meet the full cost if required, though final costs may be lower depending on quotations received and whether sponsorship was secured.

The Clerk briefed Members that the Council would need to be in a financial position to cover the full costs as a contingency of their being no sponsorship or donations, and it would be unwise to adopt any less prudent a position.

Cllr Warburton added that advice received from a Clerk from another local authority, which had previously restored a telephone box to a lower specification with poor long-term results, had informed the Council's decision to pursue a higher-quality restoration standard, citing a comparative cost of £2,959 per box from 2024/25 as broadly consistent with the current quotation.

Cllr Newell queried whether this matter had previously been considered by full Council, noting that he had not been party to earlier discussion, which had taken place at Environment & Maintenance Working Group level. He stated that, given the scale of the proposed expenditure, he would prefer a fuller Council discussion before a decision was taken, including consideration of whether the boxes needed to remain in their current locations, noting that they were understood to be structurally moveable despite their weight.

Cllr Powell confirmed that Grade II listed telephone boxes could in principle be relocated, citing a known example of a listed box successfully relocated to a private garden in Lytham – however the Clerk clarified that whilst it might be physically possible, the Listed status and their location in a conservation area would also need investigating.

The Chair confirmed that any relocation would need to have regard to the boxes' listed status and noted that a previous suggestion had been made informally at Working Group level to consider siting one box outside Lytham Institute. Cllr Newell further raised the importance of a coherent overall strategy for the boxes' use and positioning before proceeding.

Following discussion, it was agreed that further input from Members was needed before a decision was taken.

RESOLVED: That the matter be deferred to a future Strategy meeting for wider Member discussion, with a paper to be prepared to support that discussion.

(c) SPIDS [Speed Indicator Devices] – Update regarding the progress of required Resident consultation – following which a resumption of the previous resolution to order the Purchase and installation of Equipment.

Cllr Powell thanked those Members who had carried out resident consultation on the proposed SPID locations. She asked that all Members who had completed consultation feed their findings back to the Clerk as soon as possible, confirming that all outstanding responses were needed before the Clerk could proceed to place the order with Lancashire County Council. She requested that records of consultation be provided in writing, including the residents spoken to, addresses, and a summary of each conversation, to ensure a proper record was retained. Members agreed to provide this information to the Clerk within the coming week.

(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

The Chair provided background, noting this had been an ongoing matter for approximately 18 months with limited progress to date. She advised that she and the Clerk had met directly with allotment holders to establish what they considered the outstanding issues to be.
Cllr Bamforth provided an update following discussions with Lisa Foden of Fylde Borough Council's Parks team. He confirmed that Fylde had agreed to remove two trees and prune a further four, with this work scheduled for September, and that a contractor had been engaged to carry out major remedial works to the donkey dyke, also scheduled for September. He confirmed that perimeter hedging works were also expected to be completed during September.
Cllr Newell confirmed that he and a volunteer team had recently completed cutting along the site perimeters, and that this would now form part of an ongoing weekly maintenance routine, though edging work was not currently included on a weekly basis.
The Chair advised that, with Local Government Reorganisation approaching, no further asset transfers would be possible after November, and that the Council wished to secure the allotments as a Lytham asset ahead of that point rather than see them pass to the new unitary authority. She confirmed that Fylde Borough Council had provided written confirmation of the outstanding maintenance works referred to above, though written confirmation regarding the perimeter fencing remained outstanding.
Cllr Newell raised a concern regarding the current eligibility criteria for the allotments, noting that, as a Fylde-wide facility, a significant number of existing and waitlisted applicants resided outside Lytham, including a substantial number from Ansdell and St Annes, and cautioned against any transfer resulting in a draconian change to existing arrangements for these plot holders. The Chair confirmed that Lytham's precept currently funded the allotments, and stated her view that, following any transfer, Lytham residents should have first refusal on new applications, whilst existing plot holders, regardless of residency, should not be displaced. She proposed that eligibility be transitioned over a period of five to ten years, opening up to Lytham residents as vacancies arose, rather than through any immediate change to existing tenancies.
The Clerk confirmed that this position had already been discussed informally with the Allotments Association secretary and treasurer, who had responded positively to the principle that existing holders would not be displaced, with any change applying prospectively to new applicants only. He noted that, should transfer proceed, the existing lease would need to be reviewed to ensure it met current standards regarding environmental legislation and safeguarding, and referenced comparable arrangements at Kirkham, where the Town Council manages allotments directly, in contrast to the more autonomous Mythop Road Allotments Association model. He further advised that the Council would need to review its insurance position in respect of the land itself, and any related liabilities such as trees on site, which would become the Council's responsibility as landowner. He confirmed that a

modest sum had already been set aside within reserves in anticipation of this, with a dedicated allotments reserve to be considered as the transfer progressed.

The Chair proposed the following resolution, with an addition regarding the perimeter boundary:
RESOLVED: That the Council seek the transfer of ownership of the Mythop Road Allotments from Fylde Borough Council to Lytham Town Council, subject to the currently outstanding maintenance issues being completed by Fylde Borough Council, and subject to the site perimeter being clearly defined by Fylde Borough Council prior to transfer.
Moved by: Cllr Bamforth. **Seconded:** Cllr Aitken
Decision – Agreed unanimously **Decision Item 50/2026**

The Chair noted that establishment of a management committee for the allotments would be a matter for future consideration, once transfer had progressed.

(e) Update regarding the continuation of explorations with FBC for improvement monies for town centre pavement improvement [ATM5]
   a. Correspondence with Head of Regeneration
   b. Feedback from meeting with CEO of FBC

The Chair noted that much of this update had already been covered earlier in the meeting by Cllr Warburton.
The Clerk added that, as instructed at the previous meeting, he had written to the Head of Regeneration at Fylde Borough Council to request a meeting. A response had been received and shared with Members, confirming that the Head of Regeneration would need to work through the current list of priorities and consult with Fylde Members before actively engaging further with the Council on this matter.

The Chair reported that, in a separate meeting with the Chief Executive of Fylde Borough Council regarding improvements sought for Lytham, the Chief Executive had encouraged the Council to submit a proposal as soon as possible, based on the information gathered to date.

The Chair noted that Lytham Institute had separately been exploring funding options of its own and suggested the Council should liaise with the Institute on this. She further noted that Fylde Borough Council had expressed interest in replacing the older wooden and concrete lampposts on Park Street as part of any wider scheme, and that it was hoped available funding would be sufficient to cover this alongside other improvements. She suggested that preparing a paper for submission to the Head of Regeneration as soon as possible would assist Fylde in considering the request at their meeting.

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 Cllr Powell provided an update on the Group's recent activity. She confirmed that a date had been set for the first Community Network meeting, arranged as a follow-on from the volunteer celebration event held at Lowther Pavilion, bringing together local volunteer groups. This would take place on 30 September at Lytham Institute, with invitations already issued. A further meeting would be held beforehand to agree the agenda for that session. Cllr Powell confirmed that the Group had also discussed plans for a Council calendar of events, including arrangements for Christmas. These included a Santa's Grotto, free for all children in Lytham, to run on the three Saturdays before Christmas, and a Town Council carol service, proposed to be held at St Peter's Church on a Saturday afternoon, followed by refreshments at Lytham Institute. A further Council newsletter was also planned. She confirmed that the Group had also discussed organising a programme of events in the Piazza / Clifton Square on the Saturdays leading up to Christmas, but that this remained pending confirmation from Fylde Council – but she recognised that there was an open planning application outstanding at this time, which was understood to be delayed pending the outcome of the ice rink application considered earlier in the meeting. Cllr Powell confirmed that, subject to that outcome, there was expected to be sufficient space within the square to accommodate additional entertainment such as a brass band or choir performance. Cllr Powell confirmed that this item regarding the Terms of Reference would be deferred to a future meeting. **AGREED:** That this item be deferred. 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 *Outline costs are approximately £100 per walk* Cllr Farrington introduced this item, explaining that he had met with local author Steve Garrell [confirm spelling], known for his work on local history, to discuss establishing a programme of Lytham Town Council guided walks. He proposed an initial series of three walks: a historical walk in September, commencing at the railway station; a Halloween-themed walk in October, drawing on aspects of Lytham's history; and a New Year nature walk in January. Cllr Farrington advised that the benefit of the scheme lay in promoting health, community engagement, and greater public awareness of the town, and that the proposed cost was £100 per walk, payable to Mr Garrell to cover his time (each walk expected to last approximately one and a half hours) as well as associated preparation and promotional work. He confirmed that Mr Garrell had already liaised with other individuals known for organising walks locally, including David Boyle, Pete Ramsney [confirm spelling],

	and the Coastal Rangers, to ensure no conflict with existing walking events. On that basis, he proposed that the Council commit £300 to establish the scheme. In response to questions from Cllr Blackshaw, Cllr Farrington confirmed that the walks would be free to attend, and that accessibility varied by route, since some walks incorporated coastal or beach sections not suitable for wheelchair or pushchair users, whilst others within the town would be more accessible. The Clerk raised a number of practical points for consideration, including the maximum number of participants per walk, and the need for an appropriate risk assessment given the walks would involve road crossings and may require marshalling. Cllr Farrington confirmed that group size and risk assessment detail had not yet been established. **Person F** asked whether the walks would be restricted to Lytham residents only. Cllr Farrington confirmed that this would be difficult to enforce in practice, and that the intention was to engage as broadly as possible with people wishing to learn more about the town, including residents who may be unfamiliar with local history. Cllr Powell noted that a comparable question had arisen in relation to the proposed Christmas grotto event and suggested a booking system requiring attendees to provide a postcode or address might offer a practical means of prioritising Lytham residents, given the event would be funded through the Lytham precept. **RESOLVED (by majority):** That the Council allocate £300 towards establishing a series of guided walks for the public, running from September 2026 to January 2027, subject to further consideration of participant numbers, risk assessment requirements, and eligibility criteria for attendees, to be discussed further at a future Strategy meeting. **Moved by**: Cllr Blackshaw **Seconded:** Cllr Farrington **Decision** – Agreed by majority **Decision Item 51/2026** *The vote was carried 6 in favour, 2 against, with 1 abstention.* *Cllr Warburton and Cllr Newell recorded their votes against, on the grounds of insufficient detail provided on delivery arrangements and concerns regarding restricting the scheme to Lytham residents only, respectively.* The Chair confirmed that the question of resident eligibility for Council-funded community events more broadly, including this scheme and the allotments matter considered earlier, would be brought to a future Strategy meeting for wider discussion, and suggested this may also warrant consultation with residents given it involved use of precept funds.

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

Terms of Reference were not discussed.

Cllr Blackshaw provided an update on behalf of the Working Group. She confirmed that she had been in correspondence with Lightpool, a company owned by Blackpool Council which had provided Lytham's Christmas lights in previous years, and which specialises in the design, manufacture, testing, installation, repair, and storage of illuminations for local authorities.
She confirmed that an outline quotation had been received on 29th July 2026, and referred Members to copies of proposed banner and lamppost wraparound designs. She explained that the proposed scheme included illuminated banners, lamppost wraparounds capable of remaining in place year-round with interchangeable colour options, and a sponsor-funded Christmas tree to be installed in Clifton Square. She confirmed that, due to changes in what could be safely installed across Clifton Street, cross-street lighting was no longer possible, and that the proposed scheme therefore focused on lamppost wraparounds along Henry Street and Dicconson Terrace, alongside illuminated panels.

Cllr Blackshaw set out indicative costs from the outline quotation: illuminated panels at approximately £1,600 each, tree lighting at approximately 200m in length, and column wraparounds at approximately £650 each, giving a total indicative cost in excess of £42,000. She described this as a long-term investment expected to benefit the town for at least ten years, both for residents and in attracting visitors and trade into Lytham.

The Clerk confirmed that, in accordance with Financial Regulation 5.6, given the anticipated contract value exceeded £25,000, a formal tender process was required, with a minimum of three suppliers invited to tender, as agreed by Council resolution. He advised that the tendering timetable was tight, given the need to allow a statutory-style notice period of approximately 28 days, meaning tenders were unlikely to be returned before the end of August.

He explained the procedural requirements of the tender process, including that tenders must be opened by the Clerk with at least one Councillor present, to preserve the integrity of the process, and that the Council would need to formally agree its preferred supplier following consideration of all tenders received, rather than proceeding to order work directly.

The Clerk clarified, in response to questions from Members, that the scope of the proposed tender related solely to new materials and installation, and did not include existing lighting stock which might be transferred to the Council via its prior arrangement with Lytham Business Partnership, which fell outside the scope of the new tender.

He confirmed that any prior relationship between the Council and Lightpool would have no bearing on the fairness of the procurement process, and that all three invited suppliers would be treated equally.

The Clerk recommended that the Council invite tenders from MK Illuminations, Blachere Illuminations, and Lightpool, noting that Members remained free to propose additional suppliers if desired.

	RESOLVED: That the Council invite tenders from MK Illuminations, Blachere Illuminations, and Lightpool for the supply, installation, and associated services relating to new Christmas lighting materials, in accordance with Financial Regulation 5.6, and that the Clerk be authorised to prepare a detailed specification in consultation with Cllr Blackshaw for this purpose. The total value of this tender would be £45,000. **Moved by:** Cllr Bramall **Seconded:** Cllr Bamforth **Decision** – Agreed unanimously **Decision Item 52/2026**

FINANCE & GOVERNANCE WORKING GROUP	
.	No agenda items to minute

CLERK MANAGEMENT TEAM	
.	No agenda items to minute

LOG - PRIORITY COMMUNITY ISSUES FROM THE ANNUAL TOWN MEETING 27/05/2026	
13.	The Chair advised that this item was not intended for detailed discussion at this meeting and served as a standing log to ensure the issues raised were not lost from view. She confirmed that no items had yet been formally resolved, apart from the request regarding coastal safety signage relating to the Ribble Estuary along the Promenade, where the Council had completed its action in submitting a formal request, though a response was still awaited. Person G raised a specific concern regarding warning signage near the wooden jetty, describing an incident where a family had been turned back from the end of the jetty, and noting that existing signage addressed the beach generally but not the jetty specifically. The Chair confirmed that, whilst the Council's request had been submitted, including correspondence to the Head of Legal at Fylde Borough Council, this remained unresolved pending a response, and that the Council would continue to pursue the matter. She proposed writing again in the coming week to reiterate the request, and suggested that, should no response be received, Council would consider other strategies for escalation, given the health and safety implications involved. She confirmed the matter would be brought back to the next Strategy meeting if not resolved before then and noted this as an action for herself.

CORRESPONDENCE	
	Correspondence

	No agenda items to minute

FORWARD PLANNING	
19.	**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 and members of the public present as to the role of the Economic Development Team at FBC **AGREED**
20.	**Date, Time & Location of Next Meeting** Annual Council Meeting: Wednesday 9th September 2026 6:30pm Lytham Institute, 27 Clifton Street, Lytham, Lancashire, FY8 5EP
	The Chair thanked members of the public for attending **Meeting Closed: 8:28pm**

The chair of this meeting believes that the minutes of the meeting of Lytham Town Council held on 29th July 2026 are a correct record and are confirmed as an accurate record of the proceedings.

Chair:

Date: