

SKEGNESS TOWN COUNCIL

Minutes of the Special Council Meeting

Held at 7.00 pm on Wednesday, 24th May 2023

PRESENT: Councillor P Barry (Town Mayor) in the Chair.

Councillors: T Burnham, S Claxton, P Collins, A Findley (Deputy Mayor), M Gabbitas, J Sadler, D Kirk, S O'Dare, S Royal, S Staples and T Tye.

Officers: Town Clerk and Deputy Town Clerk.

2 members of the public and 1 members of the press were in attendance.

C 15. MINUTES OF LAST MEETING (Agenda Item 1)

It was proposed, seconded and

RESOLVED: *That the minutes of the Annual Council meeting held on Wednesday 17th May 2023 be confirmed as a correct record.*

C 16. APOLOGIES (Agenda Item 2)

An apology for absence was received from Councillors M Anderson, B Brookes, J Brookes, R Cunnington, M Dannatt, S Dennis, D Edginton, C Macey and S Kirk.

C 17. DECLARATIONS OF INTEREST (Agenda Item 3)

Cllr P Barry Item 18.7 - Neighbour
Cllr S Claxton Item 18.3 & 18.4 - Employer

C 18. APPROVAL OF ACCOUNTS AND ANNUAL RETURN 2022/23 (Agenda Item 5)

The Town Clerk presented and explained the Annual Return (AGAR) 2022/23 document and went through the accounts, annual return, Council's asset register and bank reconciliations. Questions were answered by the Town Clerk and the Town Clerk confirmed that he had signed the AGAR.

It was proposed, seconded and

RESOLVED: *That:-*

- a) a recorded vote takes place.*
- b) the Council responds 'Yes' to statements 1-8 in section 1 of the Annual Return 2022/23 and 'not applicable' against statement 9.*

For: Unanimous

- c) the accounting statement in section 2 of the Annual Return*

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2022/23 including associated supporting documents including the income & expenditure, balance sheet, bank reconciliations and asset register.

For: Unanimous

- d) the Annual Return be approved and be opened for public inspection from 5th June 2023 and submission to the External Auditor by 1st July 2023.*
- e) the Internal Audit Report be noted.*

C 19. APPOINTMENT OF INTERNAL AUDITOR FOR 2022-23 (Agenda Item 6)

It was proposed, seconded and

RESOLVED: *That the existing arrangement with Alford, Louth and Mablethorpe Town Councils continue and the Clerk to Louth Town Council, be appointed.*

C 20. GOVERNANCE AND PERFORMANCE QUARTER 4 (Agenda Item 7)

The report for Governance and Performance for the fourth quarter of 2022/23 was presented along with the outstanding actions list. The Town Clerk gave an additional operational update on grass cutting. A discussion on operational matters took place including the cutting of grass verges, the Town Clerk answered questions from Councillors.

It was proposed, seconded and

RESOLVED: *That:-*

- a) the governance and performance report for quarter 4 be approved.*
- b) the movements on the task list be noted and the suggested deletions be approved.*
- c) the operational information be noted with no other actions or issues identified.*
- d) a vote of thanks be given to all the café staff for their hard work.*

C 21. COMMITTEE STRUCTURE AND APPOINTMENTS FOR 2023/24 (Agenda Item 8)

A lengthy discussion took place on Committee structures and attendance.

It was proposed, seconded and

RESOLVED: *That a Management Committee consisting of 14 members with a quorum of 7, a Planning Committee consisting of 12 members with a quorum of 7, a HR Committee having a required minimum number of members set at 5 with a quorum of 3 and an Appeals Committee having a minimum number of 7 members set at a quorum of 7 be approved.*

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Council Management Committee

Membership: 14 Councillors to be appointed at the next Council meeting.

8:09pm Cllr P Collins left the meeting.

8:11pm Cllr P Collins returned to the meeting.

Planning Committee

Membership: Councillors M Anderson, P Barry (Mayor), T Burnham, S Claxton, P Collins, D Edginton, M Gabbitas, D Kirk, S O'Dare, S Staples, S Royal and T Tye.

HR Committee

Membership: 5 Councillors to be appointed at the next Council meeting. With a recommendation that the committee is gender balanced.

Appeals Committee

Membership: To be appointed from those members not involved in the specific case under review, as and when required

C 22. NOMINATION AND APPOINTMENT TO COUNCIL APPOINTED TASK & FINISH WORKING GROUPS (Agenda Item 9)

A discussion took place. It was noted that the Climate Change working group should not have been listed in the report as this was removed last year. It was noted that any working group could be re-formed if it was found to be needed in the future.

It was proposed, seconded and

RESOLVED: *That the Churchyard Maintenance, Risk, Community Engagement and Grants Funding Working Group be removed, and the following appointments be made for the ensuing year:*

Events Working Group

Cllrs T Burnham, A Findley, T Tye, P Barry (Mayor), R Cunnington and S Kirk.

Remembrance Parade Working Group

The Mayor plus Cllrs M Anderson, S Kirk, A Findley and T Burnham Plus Church, Hildreds, Paul Dixon and other RBL reps.

Civic Awards and Honours Working Group

Cllrs S Dennis, D Edginton, T Burnham and A Findley.

Capital Programme Working Group

Cllrs T Burnham, A Findley, T Tye, M Anderson and C Macey.

C 23. OUTSIDE BODIES REPRESENTATIVES APPOINTMENT (Agenda Item 10)

It was proposed, seconded and

RESOLVED: *That the following appointments be made for the ensuing year:*

CCTV User Group

Cllrs T Burnham & S Claxton

Lincolnshire Association of Local Councils

Cllr S Dennis

Children's Services Advisory Board

Cllr M Anderson

Offshore Windfarm Consultation

Cllr D Kirk

Connected Coast Board

Cllr T Tye

Connected Coast Grants Panel

Cllr R Cunnington and T Burnham.

C 24. CONFIRM OFFICER DELEGATIONS (Agenda Item 11)

It was proposed, seconded and

RESOLVED: *That the delegations, as set out in section 2 to 4 of the report be approved.*

C 25. TOWNS FUND IMPROVEMENTS TO TOWER GARDENS CONSULTATION (Agenda Item 12)

The Town clerk went through the updated version of the masterplan for Tower Gardens including improvements to paths, the pond and sensory planting around the bandstand. The Town Clerk spoke on the funded and unfunded areas of the plan and possible grant funding opportunities. A short discussion took place and the Town Clerk answered questions from Councillors.

It was proposed, seconded and

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RESOLVED: *That:*

- a) *the outline design for phase 1 and the masterplan be approved.*
- b) *The Town Clerk be authorised to establish the outline costs for future phases and to identify potential grant funders submitting any initial expression of interest in funding.*
- c) *Progress with funding to be brought back to Council or Management Committee.*

**C 26. ARRANGEMENTS FOR THE JOLLY FISHERMAN CHARACTER
(Agenda Item 13)**

A discussion took place.

9:00pm Councillor S O'Dare left the meeting.

9:02pm Councillor S O'Dare returned to the meeting.

It was proposed, seconded and

RESOLVED: *That:*

- a) *Cllr Tony Tye would provide training and guidance on the minding and management responsibilities for the Jolly Fisherman character.*
- b) *Councillors S Claxton and S Royal become minders for the Jolly Fisherman.*

**C 27. GENERAL DATA PROTECTION REGULATION (GDPR) REVIEW
(Agenda Item 14)**

9:11pm Councillor P Collins left the meeting.

9:13pm Councillor P Collins returned to the meeting.

It was proposed, seconded and

RESOLVED: *That:-*

- a) *the report be noted and the review adopted.*
- b) *the amended privacy notice be approved.*

**C 28. NEIGHBOURHOOD DEVELOPMENT PLAN REFERENDUM RESULTS
(Agenda Item 15)**

It was proposed, seconded and

RESOLVED: *That it be noted that there was a vote in favour of the Skegness Neighbourhood Development Plan and the East Lindsey District Council would now use this to help decide on planning applications in the neighbourhood area.*

**C 29. PROPOSAL TO GO INTO PRIVATE SESSION FOR THE NEXT ITEM –
Under the Public Bodies (Admission to Meetings) Act 1960 (due to the
confidential nature of business relating to commercial contracts
(Agenda Item 16)**

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A debate around whether it was necessary to go into private session took place. A recorded vote was requested.

For:

Cllrs S Claxton, S Staples, M Gabbitas, T Tye, A Findley and P Barry.

Against:

Cllrs D Kirk, J Sadler, P Collins and S O'Dare.

Abstention:

Cllrs T Burnham and S Royal.

It was proposed, seconded and

RESOLVED: *That Council go into private session for item 17.*

There were insufficient Councillors present to suspend standing orders to allow the meeting to continue over 2.5 hrs the Mayor announced that all remaining items would be deferred to an Extra Ordinary Meeting of Council on Wednesday 7th June 2023 at 7pm, with the exception of any planning applications due to expire, which the Town Clerk would make comment on behalf of the Town Council under delegated authority.

The meeting closed at 9.32 pm.