



Ansdell & Fairhaven Parish Council

Dear Councillor,

You are summoned to attend a meeting of Ansdell & Fairhaven Parish Council to be held on **Monday 29th June 2026 at 7pm at St. Pauls Church Hall Ansdell & Fairhaven**, Lake Road North, Fairhaven, Lytham St Annes, FY8 1AG. The agenda is set out below.

Your sincerely,

Daniel Guise
Clerk & RFO

Agenda

1. Apologies for Absence

Apologies have been provided in advance by Cllrs M Morris & E Taylor and County Cllr John Singleton.

2. Declarations of Interest

3. Minutes of the Last Meeting

To be approved as a correct record and signed by the Chair.

4. Public Participation

According to the Council's Standing Orders, a member of the public shall not speak for more than three minutes, and the time designated for public participation shall not exceed fifteen minutes, unless directed by the chair of the meeting.

5. Planning Consultations

To consider the planning consultations received from Fylde Borough Council (FBC).

6. Grant Application

To consider a grant application from The Brave Explorer for £1500. Details were first circulated to councillors on 5th June. Any grant awarded would be s137 expenditure.

7. 2025-26 End of Year Accounts and Budget Comparison

The Council is asked to note the Accounts and Budget Comparison documents which were first circulated to councillors on 21st June and 19th June respectively.

8. 2025-26 End of Year Bank Reconciliation

In accordance with Financial Regulation 2.6, a member other than the Chair or a bank signatory is required to verify, sign and date a bank statement showing the balance on 31st March 2026, and the end of year bank reconciliation document.

9. Internal Auditor's Report 2025-26

The Internal Auditor has concluded her report, which was circulated to councillors on 19th June. The Council is asked to note and/or review the report.

The auditor made a specific recommendation that "*an Action Plan* [i.e. to address the issues raised by the audit] *is put in place to be an agenda item until all outstanding elements are implemented.*" The Council is asked to consider this recommendation.

10. AGAR - Annual Governance Statements 2025-26

Report attached. The Clerk has prepared Section 1 of the AGAR, which consists of the Annual Governance Statements covering 2025-26. Separate sheets, explaining any assertions which the Council has not fulfilled, have also been prepared.

The Council is asked to approve the Governance Statements. The chair and clerk of the meeting are required to sign Section 1 of the AGAR, once approved.

11. AGAR - Accounting Statements 2025-26

Report attached. The RFO has prepared and signed Section 2 of the AGAR, which consists of the Accounting Statements covering 2025-26. A separate sheet, explaining the variations from the previous year, has also been prepared.

The Council is asked to approve the Accounting Statements. The chair of the meeting is required to sign Section 2 of the AGAR, once approved.

12. Payments to Note

The Council is asked to note the following payments which have been authorised by the Clerk under Financial Regulation 6.8(i):

09/06/26	Lancashire County Council	£37.50	Room hire – 1 st June
09/06/26	Friends of Fairhaven Lake	£69.40	Wellness Day tombola

The following payments were made to comply with contractual terms and due dates under Financial Regulations 6.8(iii) and 11.4:

31/05/26	Unity Bank	£8.20	Service charge
01/06/26	Easy Websites	£63.36	Website & email
12/06/26	HMRC	£1056.46	PAYE

The following were paid in accordance with Council's explicit authorisation:

09/06/26	D Guise	£42.72	Expenses – carry cases and phone credit – Minute 40
09/06/26	Fairhaven Methodist Church	£700	Grant award – Minute 23

13. Payments for Authorisation

The Council is asked to authorise the following payments:

Jennifer Sutcliffe	£225	Completion of internal audit
Reach TPY Access Platform Hire	£200	Removal of Christmas Lights
St Paul's Church	£324	Meeting room hire x6
Daniel Guise	£16.99	Expenses - Printing paper
Daniel Guise	£10	Expenses - Phone top-up

The Clerk has obtained confirmation from FBC that there are no business rates due on the Woodlands Road lock-up.

14. Governance Committee formation

The Council is asked to consider the formation of a Governance Committee. Draft Terms of Reference are attached.

15. Clerk's Management Committee formation

The Chair has requested that the Council consider the formation of a Clerk's Management Committee.

16. Events & Community Engagement Update

Cllr D Wilkinson will report on the following matters:

- a) Dragon Boat Race
- b) Shop Local Scheme
- c) Christmas Lights Switch-on
- d) Noticeboards

FBC have confirmed that they will contribute £500 towards the parish's noticeboard(s).

The manager at Fairhaven Lake does not want to proceed with the initial proposed noticeboard location, but he has an alternative to suggest. The Clerk is scheduled to meet him on 26th June.

Enquiries are with Network Rail and the Lancashire Combined County Authority regarding permission for the rail bridge noticeboard location. Northern Rail have confirmed that it is not on their land.

17. SPID Consultation Update

To note that the consultation went live on noticeboards and the website on Friday 19th June and will close on Friday 10th July.

18. District Parish Liaison and Planning Parish Forum meetings

The Clerk will provide a verbal update on his attendance at both meetings.

19. Committee Meeting Dates

The Council is asked if it wishes to set any dates for committee meetings.

The next ordinary meeting of the Council will be held on Monday 27th July 2026 at 7pm, at St Paul's Church.