



Ansdell & Fairhaven Parish Council

MEETING OF THE COUNCIL

Minutes of a Meeting of the Council held at St Paul's Church Hall Ansdell & Fairhaven, Lake Road North, Fairhaven on Monday 29th June 2026 at 7pm.

Present: Councillor P Wilkinson in the Chair
Councillor J Frith-Williams (Vice-Chair)
Councillors D Perkins, A Roe, D Wilkinson

Daniel Guise, Clerk & RFO

County Councillor Steve Rigby

Members of the Public: 8

42. Apologies for Absence

Apologies were received from Cllrs C Dixon, S Millar, M Morris and E Taylor.

43. Declarations of Interest

No declarations were made.

44. Minutes of the Last Meeting

Cllr Perkins proposed that the minutes be approved. Cllr Roe seconded the proposal.

RESOLVED: that the minutes of the meeting held on 1st June 2026 be approved as a correct record and signed by the Chair.

45. Public Participation

The Chair welcomed County Cllr Steve Rigby to the meeting. Cllr Rigby explained that his County Council division extended from Marine Drive and the Woodlands Rd railway bridge to St Anne's Pier, and that he also attended meetings of St Anne's Town Council. He asked anyone with issues in this patch to let him know.

Cllr Frith-Williams asked Cllr Rigby if there was anything in the Ansdell & Fairhaven area that particularly interested him. Cllr Rigby replied that the big issue was Woodlands Road, with children and older people crossing in dangerous traffic conditions. He also highlighted potholes as a big concern in his division. A member of the public praised Andrew Snowden MP's work on potholes.

A member of the public expressed concern regarding the community noticeboard on Woodlands Road, in that the parish council agenda on the board was sometimes out of date. Councillors noted that the parish council did not own the noticeboard, there had been difficulty gaining access to it, and that the council was not allowed to take down notices. They noted that the council was using other locations such as the library noticeboard.

Another member of the public suggested, rather than paying for new noticeboards, a better use of money would be to put out a leaflet. Cllr Deborah Wilkinson noted that a newsletter had been prepared, but the by-election prevented it being distributed, and it had become somewhat old news. She agreed that a new newsletter would still be a fantastic idea, but councillors also noted that printing and delivery costs were significant.

Another member of the public asked why it had been decided to have three noticeboards. Cllr D Wilkinson explained that it was natural to have one in the centre on Woodlands Rd, but it was thought that Fairhaven should be deliberately included, with another one. She noted that the importance of Fairhaven was reflected in the name of the parish council itself. The third board at the station would likely be smaller, and would be in part to serve visitors. Cllr D Wilkinson noted that the choice of notices at each board may vary, to reflect its intended audience.

46. Planning Consultations

No comments were raised on the consultations from Fylde Borough Council.

47. Grant Application

The Council considered a grant application from The Brave Explorer. The Chair noted that the applicant was a business, which did not comply with the Council's grant policy. He noted that a commercial loan would be more appropriate for such an organisation. Cllr Perkins agreed that the application did not fit the guidelines.

Cllr Frith-Williams commented that the objective, of improving children's wellbeing, was evidently worthy and valuable. However, she agreed that the concern was about the organisation being a business start-up, and not (for example) a CIC or an established community project. She noted that, as a brand new start-up, there were no previous deliverables to judge the applicant on. Cllr Frith-Williams advised that local start-ups were no longer helped with grant funding, in general, because new businesses fold too frequently. However, they were supported by coaching, for example by the Small Business Academy. She also noted that there was no hook-up with local schools established yet.

- RESOLVED: i) that the application from The Brave Explorer be refused; and
- ii) that the Clerk provide the applicant with detailed feedback and refer them to the Small Business Academy.

48. 2025-26 End of Year Accounts and Budget Comparison

The Council considered the end of year accounts and comparison to budget for 2025-26. Cllr Frith-Williams advised that a summary narrative from the RFO, covering the most salient points, would be welcome on future occasions. This would assist councillors with interpreting the numbers.

Cllr P Wilkinson commented that the budget comparison document did not make it clear that the repairs to the lighting columns, carried out for the Christmas lights, were intended to be funded by the Precept. He advised that more money should be considered ring-fenced for future Christmas lights and events than it might seem from the document, as presented. After some discussion, councillors agreed that the money for the repairs should not be categorised under "Christmas Event" but rather under "materials/repairs/enhancement". With that change, the amount of surplus income for Christmas events would be displayed more clearly, and should be considered an earmarked reserve for future Christmas lights spending.

Cllr D Wilkinson asked if each strand of income for the Christmas lights (i.e. the fundraising ball, grant from Fylde Borough Council, and money from the wound-up community group) could be shown separately.

- RESOLVED: i) that, on the budget comparison document, the £3,600 spent on lighting column repairs be moved from category 12 (Christmas Event) to category 11 (materials/repairs/enhancement);
- ii) that each strand of Christmas event income be shown separately on the budget comparison;

iii) that, with those amendments, the end of year accounts and budget comparison be noted; and

iv) that the surplus income for Christmas events in 2025-26 be considered an earmarked reserve for future Christmas lights spending.

49. 2025-26 End of Year Bank Reconciliation

The reconciliation showed that the bank balance as of 31 March 2026 was £83,081.37. At year end, there had been one unpresented cheque for £425, and the balance of the council's year end accounts was £82,656.37.

In accordance with Financial Regulation 2.6, Cllr Alan Roe verified the bank reconciliation, and signed the reconciliation and bank statement.

50. Internal Auditor's Report 2025-26

The council considered the internal auditor's report. Cllr D Wilkinson commented that she thought it was fair for the first audit. Cllr Perkins noted that the report praised the Clerk's assistance in the course of the exercise.

Cllr Frith-Williams noted that the report identified areas for governance improvements. She commented that the suggestion of implementing an action plan was very helpful, and that the auditor had emphasised in her introduction that the council was brand new, with no established systems, and no permanent Clerk/RFO for much of the year.

Cllr Frith-Williams noted in particular the auditor's observation of "*the excellent work [the council] has already undertaken since its inception.*" She noted that the report repeatedly talked about "moving forward" and the steps to take in the future, and that although governance and internal control needed to be improved, there was absolutely no suggestion of financial dishonesty.

Cllr P Wilkinson noted that for much of the year in question, he had been performing a dual role as both Chair and Clerk. He commented that it had often only been possible to produce skeleton minutes, and having several different councillors taking the minutes at different meetings had not been ideal, either. For these sorts of reasons, it was never expected that the council would achieve a perfect outcome at this audit.

Cllr Perkins commented that the council had chosen the right auditor, who had other points of comparison for how the council had performed.

RESOLVED: i) that the report be noted; and

ii) that the Action Plan recommended by the report be implemented, and allocated a permanent Council agenda item until all matters on it are resolved.

51. AGAR – Annual Governance Statements 2025-26

The Council reviewed the Governance Statement prepared by the Clerk. The answers by assertion number were:

Assertion	Response
1	No
2	No
3	No
4	Yes
5	No
6	Yes
7	Yes
8	Yes
9	Not Applicable
10	No

As was required, the Statement was accompanied by a written explanation of any “No” responses.

The Chair advised that all payments had been discussed at a suitable meeting of the Council or a committee, but they had maybe not been minuted.

RESOLVED: that the Governance Statement and accompanying explanations be approved.

The Chair and the Clerk both signed the Governance Statement, accordingly.

52. AGAR – Accounting Statements 2025-26

The Council reviewed the Accounting Statements prepared, certified and signed by the RFO. A separate sheet, explaining the variations from the previous year, had also been prepared. On this occasion, it was a very simple statement that the council had not been in existence the previous year.

RESOLVED: that the Accounting Statements and accompanying explanation of variances be approved.

The Chair signed the Accounting Statements, accordingly.

53. Payments to Note

The Council noted the following payments which had been authorised by the Clerk since the last meeting:

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 Council noted the following payments which were made in the same period, to comply with contractual terms 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 Council noted payments made in accordance with the Council's explicit authorisation:

09/06/26	D Guise	£42.72	Expenses – Minute 40
09/06/26	Fairhaven Methodist Church	£700	Grant award – Minute 23

54. Payments for Authorisation

The Council was 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

RESOLVED: that the presented payments be approved.

It was reported that there were no business rates due on the Woodlands Road lock-up.

55. Governance Committee formation

The Council was presented with draft Terms of Reference for a new Governance Committee.

- RESOLVED:
- i) that the Governance Committee be formed and the draft Terms of Reference be approved;
 - ii) that Cllrs Frith-Williams, Perkins, Roe and P Wilkinson be appointed to the committee; and
 - iii) that Cllr Frith-Williams be appointed as the Chair of the committee.

56. Clerk's Management Committee formation

The Chair of the Council had proposed the formation of a Clerk's management Committee.

- RESOLVED:
- i) that a Clerk's Management Committee be formed;
 - ii) that Cllrs Frith-Williams, Perkins, Roe and P Wilkinson be appointed to the committee; and
 - iii) that Cllr Roe be appointed as the Chair of the committee.

57. Events & Community Engagement Update

a) Dragon Boat Race

Cllr D Wilkinson reported on the council's participation in the Dragon Boat Race event on 16th May, in aid of Blue Skies Hospitals Fund. She reported that there had been 25 volunteers from the community, including 17 rowers, 5 helping with the tombola stand, and 2 providing general support.

Cllr D Wilkinson reported that £221.85 had been raised by the tombola, with £1653 raised by the council's boat race entry. This meant £1874.85 had been raised for Blue Skies by the council's participation, and the total for the whole event was over £36,000.

Cllr D Wilkinson expressed a big Thank You to everyone who volunteered for the event, or supported it with donations or a turn at the tombola.

Cllr Frith-Williams noted that other organisations had entered more than one team, and maybe other local community groups could enter with the parish council next year, such as the rugby club or the churches.

b) Shop Local Scheme

Cllr D Wilkinson reported that she had engaged with 12 businesses in the parish, with 6 of them signed up to the scheme already, and the other 6 still considering it. She noted that the scheme had been promoted on the council's Facebook page, and it could do with being put on the website, as well.

c) Christmas Lights Switch-On

Cllr D Wilkinson reported that a fact-finding meeting with local businesses and residents had been held, including Cllr Chris Dixon, and that she was working with the Churches Together group. She advised that proposals would come to a formal committee meeting over the summer.

d) Noticeboards

The Clerk advised that Fylde Borough Council had confirmed they would contribute £500 towards the parish's new noticeboards. The manager at Fairhaven Lake did not want to proceed with the initial proposed location at that site, next to the existing boards at the visitor centre forecourt. If anything, they wished to remove the existing boards there, but the manager had suggested an alternative spot. The Clerk had attended site to meet him on 26th June and had circulated photos of the new proposal to councillors.

This location was at the Stanner Bank end of the lake, in a gap between two buildings. Councillors were generally agreed that the location was too obscure, as the natural walking route for residents did not lead between the buildings.

The Clerk reported a comment made to him by the Lake Manager, that the posters in the existing boards at the forecourt end were never changed, and the facility was not really used. The Clerk suggested asking the Lake if the parish council could simply adopt the existing boards. This would bring some new life to the existing boards, avoid any significant expense, and get the parish council a board in its preferred location. It was agreed to try floating this suggestion.

The Clerk reported that he had been liaising with Northern, Network Rail and the Lancashire Combined County Authority, to obtain permission for the railway bridge

location. He advised that there had not been a recent update from them, and this would need chasing.

58. SPID Consultation Update

It was noted that the consultation went live on noticeboards and the website on Friday 19th June and would close on Friday 10th July.

The Chair asked if there was any indication what LCC's timescales would be for doing the work. The Clerk advised that he was expected to contact the relevant officer once the consultation was complete, but he could try to get an indication in advance.

59. District Parish Liaison and Planning Parish Forum meetings

The Clerk reported back on the meetings he attended on 10th and 15th June. In particular, he reported on news that a national Scheme of Delegation was being implemented for Planning, which would change the parish council's powers.

Under Fylde Borough Council's existing rules, if the council made an objection to a development on legitimate planning grounds, the application would automatically be considered by the Planning Committee, rather than being determined by officers. Under the new scheme, starting on 31st October, Fylde would not have the latitude to make that rule. The parish council would still be consulted on applications, but the ability to effectively "call in" an application would be removed.

The Clerk also noted that, under the changes, about 75% of work the Planning Committee was used to doing would not come before it, but would have to be delegated to officers.

60. Committee Meeting Dates

RESOLVED: i) that an Events & Community Engagement Committee meeting be held on Thursday 18th August; and

ii) that the Clerk liaise with councillors to arrange other committee meetings, with a priority being given to Finance.

The meeting finished at 9pm.