

Garstang Town Council

Full Council Meeting, 2nd December 2019 Minutes

Minutes of the Town Council meeting, held on 2 December 2020, 7.30pm, at the library.

Present

Chairman: Councillor Webster

Councillors Present: Allan, Brooks (arrived at item 3, left at item 11), Harter, Hynes, Leech (arrived at item 5), Mitchell, Pearson (arrived at item 4), Ryder and Webster

Also present: Wyre Ward Cllrs D Atkins and Collinson (part), County Cllr Turner, PC Chris Banks and 4 members of the public.

159(2019-20) Apologies for absence

Cllrs Halford, Perkins and Salisbury

160(2019-20) Declaration of Interest

Item 12 Kepple Lane Park and Moss Lane Playing Field Tree Works, Cllr Harter – personal interest; Chair of Kepple Lane Park Trust.

Dispensations to discuss the precept were received and accepted by the Council from Councillors Allan, Harter and Ryder who live in the parish of Garstang.

161(2019-20) Public Participation

The meeting was adjourned to allow members of the public to speak.

A representative of the Ice Cream Festival Committee thanked the Town Council for their kind donation to the 2019 Ice Cream Festival. The Committee noted that the Town Council are proposing to increase the council tax levy to meet ever increasing costs. In light of this, the Committee wish to withdraw their funding application to the 2020 and would rather the TC use its limited funds for other groups in the community who do not have the resources to raise funds that the community festivals do.

County Cllr Turner spoke about LCC's bid for Preston to become the 2025 city of culture.

PC Banks spoke about the partnership event with 'Nationwide Building Society' on Wednesday 11/12/2019, 13.00 – 15.00 in Booths café. The TC were invited to send along couple of Cllr representatives to have a presence. He also spoke about knife crime and the knife crime arch in Poulton, general speeding issues and rural crime.

One member of the public spoke about her wish to get involved in climate change as detailed on the agenda. She would get in touch with the Town Council with her contact details.

Cllr Brooks spoke about the Cabinet meeting for the Local Plan Allocation SA3/5 - Land west of the A6, Garstang.

Cllr Pearson arrived at the meeting.

The meeting was reconvened.

162(2019-20) Minutes

A copy of the minutes of the Town Council meetings held on 18 November 2019 had been circulated.

Resolved: The minutes of the meeting held on 18 November 2019 were confirmed and signed as a true record.

The Council agreed to bring forward Items 7 and 13.

163(2019-20) Climate Change, Cllr Ryder

Councillor Ryder reported that Wyre Council are looking at how the authority can become 'carbon neutral' and how Garstang, being one of the largest Parishes, can contribute.

Cllr Ryder proposed a community orchard on a piece of land by the A6 bridge and off Hereford Avenue (currently part of a planning application) that currently has a few trees on it and the grass is regularly cut. There are grants that are available to help planting trees and orchards. To proceed, Wyre Council would need to confirm that they own the land or help identify the owner.

Resolved: Garstang Town Council endorsed Cllr Ryder's proposal. The Clerk was asked to write to Wyre Council and the Garstang Ward Cllrs and ask that they investigate the idea of a community orchard by the A6 bridge and off Hereford

164 (2019-20) Garstang War Memorial, Cllr Webster

The Town Council considered the proposal to investigate and research any potential fallen servicemen from Garstang & Bonds who have not been included and remembered on the plaques at Garstang War Memorial.

The meeting was adjourned to let a member of the public speak.

The member of the public spoke of how there were 20 names listed in Paul Smiths book. After some research, by the Garstang Heritage society, 2 names may be appropriate to add to the War Memorial. Cllr D Atkins spoke about the potted history, of the fallen at Bilsborrow War Memorial. Could this be considered for Garstang?

Resolved: That Cllrs Webster (project leader) and Brooks be appointed to research and investigate the fallen servicemen from Garstang & Bonds, who have not been included and remembered on the plaques at the War Memorial. The investigation to be pursued alongside the Heritage Society.

165(2019-20) Precept 2020/2021

a) Garstang Ice Cream Festival

Resolved: The Town Council noted the withdrawal of the funding application for the 2020 Ice Cream Festival.

b) Young Mayor chain and Deputy Young Mayor insignia, Cllrs Allan & Pearson

Resolved: The Town Council ratified the Youth Council's minute 027(2019/20) from the meeting held on 13/11/2019

027(2019/20)Young Mayor chain and Deputy Young Mayor insignia, Declan and Jorge

YC Jorge and TC Alec reported that they had been to see David Carr. The past mayor name sliders will cost approx. £100 engraved for 8. The deputy insignia with ribbon will be £100/125. There's a possibility that Duchy Homes may be able to assist with the funding.

Resolved: The Youth Council agreed to purchase past mayor name sliders (8) and a deputy Mayor insignia. The RFO to include £225 in the 2020/21 budget figures in the Civic budget heading. Duchy Homes also to be asked if they would purchase the mayor name sliders (8) and a deputy Mayor insignia at a cost of £225. Jorge and TC Alec to arrange the purchase.

c) Precept recommendation 2020/21

(Cllr Leech arrived during this item)

Having completed the budget review for 2020/21, members of the Finance Committee advised the Town Council of the following:

The 2020/21 budget (V0.2 20191202) sheet details, that the shortfall of income against expenditure is 79,969.

Cllr Harter explained that the budget project requests put forward by the Town Council are to be funded by the Code 320 EMR Community projects funds heading as follows:

Projected EMR Community projects funds at 31/3/2020 20,601

Projects planned for 2020/21

Neighbourhood plan	5,000
To provide celebrations for the VE Day 75 weekend	5,000
Community engagement	1,000
Invest into a new Council website, as whilst the current one has served well it is no longer suitable for the modern needs and facilities the Council requires Website	4,000
In addition, we are looking to provide funds for a further plaque at the War Memorial to honour service personnel that have died since WWII.	2,000
Total	17,000

At 31/3/21, this would leave a projected 3,601 in the EMR Community projects funds Historically the EMR Community projects were accumulated for any project work associated with the Community Centre.

The RFO had circulated the following figures:

In this current financial year, it is projected that there will be a shortfall of 23,800, of which 8,450 has been met from general reserves.

This is mainly attributable to:

The Moss Lane playground project Community project EMR)	14,297 (met by Moss Lane EMR &
Moss Lane new playground inspection	1,000
Amenities budget including tree works	5,450
New computer hardware	1,000
NW Stages rally	<u>1,000</u>
	22,747

It is projected that at 31/3/20, the general reserves of the Council will amount to 14,043. The Finance Committee have taken account that general reserves will usually lie between 3 and 12 months of gross expenditure. Knowing that the Council's monthly expenditure is circa £6,000, the Committee are advising that the general reserves are increased by £10,000 to 24,043 (which will be the equivalent of 4 months gross expenditure).

The shortfall of income against expenditure is 79,969 and with an additional 10,000 being required to build up the general reserves, the overall precept figure will be £89,969

A precept of £89,969, which based on the tax base for this current year would equate to a local tax D equivalent of £49.80 for the year 2020/21, an increase of £7.87 per annum per household (2019/20). The exact figure from Wyre will be received early/mid-December, and an exact figure will be available for the January TC meeting.

The Finance Committee reported that 'whilst this is a sizeable increase on the previous year it has to be accepted that Garstang is a growing community and needs to provide both more and better facilities for the town and visitors alike. In order to maintain and improve the current facilities which include, Britain in Bloom champion town, award winning open spaces, and to continue to develop as a "want to" town to visit we must continue to look at ways to maximise the town's potential/attractiveness'.

Cllrs discussed the budget, the need to replenish the general reserves and the community projects detailed in the Code 320 EMR Community projects.

Resolved: The Council agreed, that in order to bring down the overall figure of £89,969,

- i) The general reserves be set at 3 months £18,000, rather than 4 months of 24,000. This makes a saving of £6,000.
- ii) That the project leaders, for the following projects Neighbourhood plan, VE Day 75 weekend, Community engagement, new Council website, further plaque at the War Memorial, be asked for a more definitive budget figure.
Were there any grant monies available for the Neighbourhood Plan?

That these figures be brought forward to the Finance Committee meeting to be held on 14 January 2020, along with the Tax Base figure from Wyre Council, so that the Finance Committee can recommend a revised precept figure for Full Council to consider on 20 January 2020.

166(2019-20) Your Garstang Facebook, Cllr Allan

Further to the TC resolution 087(2019-20), whereby the TC agreed to share the Town Council's agenda from Garstang TC Facebook page to 'Your Garstang'. (Cllrs Ryder, Hynes and Webster to share the post), the TC discussed the different ways of sharing the TC agenda on Facebook.

Resolved: That in order to have a higher profile on the 'Your Garstang' page, the TC agenda is shared from the Mayor of the Council's personal Facebook account.

167(2019-20) Garstang Town Council Facebook page

Resolved: The Garstang Town Council Facebook page to be reviewed early in 2020. The TC further resolved that Cllr Mitchell be given admin access to the GTC Facebook page.

168(2019-20) Confidential items

Cllr Brooks asked for a response from the Mayor on the questions detailed below. The Mayor reported that she had asked LALC to respond to the questions as listed below.

Q The definition of “Confidential” in the context of Town Council affairs with examples

R the councils resolves that an item is confidential by voting and agrees that members of the press and public be excluded from that part of the meeting. This could be whilst a tender is discussed or when there is an employment issue.

Q Who has the authority to designate material as “Confidential”?

R The council resolves that an item is confidential

Q Whether “Confidential Material” will be clearly identified and how this is to be done?

R if this refers to the issue of a confidential report it will be labelled confidential.

Q Who has the authority to declare that a breach of Confidentiality has occurred?

R If there is a breach of confidentiality as stated in the Code of Conduct/ SO's and it is reported to the Monitoring Officer, the Monitoring Officer investigates.

169(2019-20) Wyre Council's communications, Cllr Perkins

The question was raised, by Cllr Perkins (who was not present) why the TC had not been informed about the 'Recycle your pots, tubs and trays into your green box from 1 October 2019'. Why do we have this lack of communication with Wyre Council?

Resolved: The Town Council decided no action was required on this agenda item.

170(2019-20) Request for a donation for Garstang School of Gymnastics

The gymnastics club sought support with their fundraising. 'We are currently fundraising for a new floor, so we'd like to request that the club be considered by Garstang Town Council for a donation. The total cost is £30,000. The gymnasts and families are taking on various fundraising activities in the next few weeks and we have our annual display in early 2020 to help raise money'.

Resolved: In order to assist the TC in making their decision as to whether a donation should be made, to Garstang School of Gymnastics, the Clerk was asked to contact the Club and ask for a statement of accounts, their business plan, what grants have they applied for. The TC also to advise that any volunteers who assist should be recorded as part of the process of completing grant forms as this will be considered as match funding. Once this information has been received the Council will reconsider the request.

(Cllr Brooks left the meeting).

171(2019-20) Kepple Lane Park and Moss Lane playing fields – Appointment of tree contractor to carry out tree works,

Cllrs considered the 2 quotations received for the tree works required on Kepple Lane and Moss Lane playing fields. A 3rd quotation had been sought but no quotation had been submitted.

Resolved: Council approved Quote B at £3,740 net. The Council noted that this was not the cheapest quotation, but the contractor appeared to have a better “understanding” of the requirement. This expenditure to be met from the general reserves.

172(2019-20) Planning Committee

Councillor Allan reported on the Planning Committee meeting held earlier that evening.

173(2019-20) Finance

Payments – Councillors approved the following expenditures

Royal Bank of Scotland Bank account

Payroll (figures provided by Towers + Gornall)

to be paid electronically on 26/12/2019 (E00225 & E00226) £2,702.81

LCC pension direct debit (19/12/2019) £760.86

Clerk; LC2 range (new SCP as from 1/4/19 19-32), ‘National Agreement on Salaries and Conditions of service of Local Council Clerks in England & Wales 2004’.

Lengthsman scale point SCP 1-4 (new SCP as from 1/4/19)

Cheque no.

000071 Mrs E Parry – Clerk’s expenses
from 13/11/19 16/10 to be carried forward to January 2020)

Electronic payments

E00222 SLCC renewal of membership £180.00

E00223 HM Revenue PAYE for Quarter 3 (Oct – Dec). £2,087.96

For information

000069 Kompan Moss Lane playground equipment £60,074.70
Not paid yet due to outstanding snagging issues.

Receipts received

27/11/2019 Grant for Garstang Festive Lights 2019 £3,200.00

Direct debits

30/11 Three.co.uk - Office internet £7.15

17/12 Three.co.uk - Clerk mobile phone £16.00

174(2019-20) Reports from the Clerk, project leaders and outside body representatives.

Mayor’s engagements

26th October – Remembrance Sunday meeting

1st November – Britain in Bloom Awards at Southport. Guest of Garstang in Bloom

2nd November – Opened the annual charity Christmas card sale at the United Reformed Church

2nd November – Lit the community bonfire at the fireworks event organised by Garstang & District Lions

10th November – Remembrance Sunday

13th November – Achievement presentation evening at Garstang Community Academy

Garstang Town Crier Activity, October 2019

<u>Date</u>	<u>Activity</u>	<u>Time of activity</u>	<u>Approx Hours Spent</u>
1.10.19	Collect new outfit from Lancaster	AM	1.00
2.10.19	Young Mayor Making	PM	2.00
3.10.19	URC Charity Coffee Morning	AM	2.00
21.10.19	Arts Festival Meeting	AM	2.00

175(2019-20) Items for Next Agenda

Councillors were asked to raise matters to be included on the agenda and 'Report of other representatives and projects', for the meeting of the Town Council **on 20**

January 2020 by notifying the Clerk by 10 January 2020. The item should specify the business which it is proposed to transact in such a way that the member who receives it can identify the matters which he will be expected to discuss i.e. it needs to specify either what the proposal is and that a decision is required or whether the item is for information only.

The Meeting Finished at: 21.31