



Garstang Town Council

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Garstang

PR3 1HB

Full Council Meeting, 15th February 2021 Minutes

Minutes of the virtual Town Council meeting, held on 15 February 2021, 7.30pm.

Present

Chairman: Cllr Webster

Councillors present: Allan, Atkinson (arrived minute 246 f), Brooks (arrived at minute 243), Dyer, Halford, Hynes, Leech, Pearson, Ryder, Salisbury (left at end of minute 242) and Webster

Also present: Town Clerk Edwina Parry, Wyre Councillor Robert Atkins, Wyre Councillor Alice Collinson, 1 member of the press and 1 member of the public.

235(2020-21) Apologies for absence

Councillor Atkinson (he had informed the Clerk that he would be late attending the meeting as he had a prior engagement) and Councillor Mitchell.

Sergeant Guy Hamlett. Wyre Councillor Robert Atkins reported Wyre Councillor Dulcie Atkins apologies.

236(2020-21) Declaration of Interests and Dispensations

None.

237(2020-21) Public participation

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

No members of the public wished to speak.

238(2020-21) Minutes of the last meeting

A copy of the minutes of the Town Council meeting held on 18 January 2021 had been circulated.

Resolved: The minutes of the Town Council meeting held on 18 January 2021 were confirmed and signed electronically as a true record.

239(2020-21) Standing item: Delegated decisions

a) **Lancashire County Council (LCC); Champion's Grant Fund for Parish and Town Councils, Councillor Dyer and Clerk**

Resolved: The Clerk, using delegated authority and in consultation with the mayor and deputy mayor, submitted a grant application to LCC Champion's Grant Fund for Parish and Town Councils, for £500 to facilitate and roll out the Town Council's Emergency Plan.

b) Wyre ICT grant monies; purchase of laptop and headset, Councillor Atkinson

Resolved: The Clerk, using delegated authority and in consultation with the Mayor and Deputy Mayor, utilised the remaining Wyre ICT grant monies to purchase a laptop and headset from the Wyre ICT grant monies. The remaining monies were put towards the Teams invoice.

240(2020-21) Standing item: Neighbourhood Plan, Councillor Brooks

No report received from Councillor Brooks.

241(2020-21) Finance Committee budget briefing meeting, Councillor Brooks (deferred from the Full Council meeting on 18/01/2021 [minute 221(2020-21)]

Resolved: The Council agreed to keep arrangements for the Finance Committee members informal briefing meeting, as they were in previous years. The informal meeting would not be classified as a Committee meeting.

242(2020-21) Report from Market Town Working Group (MTWG)

a) MTWG Reopening High Streets Safely Fund (RHSSF) Spend, Councillor Allan

The Council noted that Wyre Council had allocated some £12,000 to Garstang Service Centre. Currently there is an amount of £9,500 approximately available to be spent within Garstang. The fund is maintained by Wyre and the Council have been advised that the funds need to be spent before 31 March 2021.

Resolved: The Council delegated responsibility to the Clerk/RFO, in consultation with the MTWG Management Team (Councillors Allen, Atkinson, Dyer and Pearson) to identify appropriate RHSSF purchases and order them through Wyre Council.

b) MTWG Strategy Plan Scoping document, Councillor Allan

Councillor Allen reported that the MTWG Management Team have been considering how to gain momentum on the production of a Scoping document.

Resolved: Jan Finch was appointed onto the MTWG Management Team, and to be initially tasked with developing a skeleton Scope document for the MTWG.

Councillor Salisbury left the meeting.

243(2020-21) Planning Applications

a) Application Number: 21/00100/FUL

Proposal: Erection of a facilities building to serve the approved development of 28 touring caravans (application reference 12/00479/FUL)

Location: Garstang Marina, Nateby Crossing Lane Nateby

Resolved: No objections. The Council supported the view that additional drainage information should be sought.

b) Application Number: 21/00113/FUL

Proposal: Conversion of first floor to form five residential apartments (C3), with insertion of new windows, and repositioning of external staircase and enclosure of roof top
Location: 34 - 37 High Street, Garstang

Resolved: No objections. The Council supported the comments about sound mitigation measures and the advice from the fire brigade.

Councillor Brooks arrived at the meeting

c) Application Number: 20/00212/FULMAJ

Proposal: Erection of 70 dwelling houses and associated infrastructure with new access off A6 Preston Lancaster New Road
Location: Land South of Prospect Farm West of A6 Garstang

Councillor Leech reported that the Garstang Wyre Councillors would be involved with the Masterplan.

Resolved: The Council objected to this application.

The Council was concerned about the detrimental impact this application would have on highway safety. There was concern about the sheer volume of traffic and also the safety of pedestrians, because there will be a strong desire for pedestrians to cross the A6 between the development and local facilities on Kepple Lane and the town centre.

There was concern about downstream flooding; the council supported asking for an independent investigation.

There are no public transport links; access to buses is misleading.

This application has not been considered alongside other applications in the town; there is concern about the cumulative effects of development on the area.

d) Application Number: 20/01210/FUL

Proposal: Erection of building for office accommodation, visitor reception and provision of staff facilities all with associated car parking, and provision of vehicle/plant garaging together with outside storage compound and parking to serve the spa/leisure building and wider site of Acresfield

Location: Acresfield Country Club and Spa Garstang Bypass Road
Garstang

Resolved: No objections

The Council supported the comment about highway safety, within the site, if any further development was to take place.

e) Case Ref: 21/00003/ADVERT (Top Taste), update from Wyre council - for information

Alleged breach of planning control: Illuminated signage to front

Location: Former Post Office 34 - 37 High Street Garstang

The Council noted the correspondence received from Wyre Council relating to Top Taste.

244(2020-21) Personnel Committee meeting, 15 December 2020

A copy of the minutes of the Personnel Committee meeting held on 15 December 2020 had been circulated.

Resolved: The minutes of the Personnel Committee meeting held on 15 December 2020 were confirmed and signed electronically as a true record.

245(2020-21) Amendment to Financial regulations, Clerk/RFO

Further to the Personnel Committee meeting, held on 15 December 2020, and the preparation of the annual budget, the Clerk/RFO has addressed details relating to salaries of employees for Councillors. Councillors noted Financial regulations at point 7.4.

The Clerk/RFO advised the Council that point 7.4 a) is amended to detail Town Councillors. This would allow all Councillors to have a better understanding of staff costs. The figures would be confidential and issued by the Clerk on a 'Confidential - green paper'. [Ref: ICO Requests for personal data about public authority employees; Freedom of Information Act Environmental Information Regulations and the Town council's approved Code of conduct 1 b) v) would apply].

Resolved: That point 7.4 a) of the Council's Financial regulations is amended to detail Town Councillors.

246(2020-21) Annual Governance Review, Clerk/RFO

As part of completing the end of year Annual Return, Councillors were asked to confirm that the various internal control documents have been reviewed in the past 12 months. The Town Council has established a principle of conducting an annual governance review each February. Councillors were asked to review and approve the following documents that had been circulated to councillors:

a) Standing orders

In 2020, NALC revised the Council's standing orders. The revisions were detailed in V1.6.

Resolved: Council approved the revisions to Standing Orders, as detailed in V1.6.

b) Financial Regulations

Resolved: That point 10.3 be amended, as recommended by the Finance Committee, Minute 27(2020-21), 12/01/201 as follows:

10. Orders For Work, Goods And Services

10.3 details

All members and officers are responsible for obtaining value for money at all times. An officer issuing an official order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers with consideration of local providers, subject to any de minimis provisions in Regulation 11.1 below.

- c) **Schedule of Assets (V1.20 as at 31/12/2020)**
The Council noted that there were no amendments to approve. [Finance Committee, Minute 30(2020-21), 12/01/201].
- Resolved:** The Council approved Schedule of Assets, V1.20
- d) **Risk management policy (V1.3)**
The Council noted there were no amendments to approve.
- Resolved:** The Council approved Risk management policy, V1.3
- e) **Risk register (V1.13)**
The Council noted there were no amendments to approve. [Finance Committee, Minute 29(2020-21), 12/01/201].
- Resolved:** The Council approved the Risk register V1.13.
- f) **Publication Scheme Policy (V1.8)**
The Council noted that the Clerk has updated the project list.
- Resolved:** The Council approved the Publication Scheme Policy V1.8
- g) **Investment strategy (V1.2)**
The Council noted there were no amendments to approve. [Finance Committee, Minute 28(2020-21), 12/01/201].
- Resolved:** The Council approved the Investment strategy (V1.2)
- h) **Reserves policy – for information**
The Council noted that the Reserves policy was under review. The RFO was awaiting information from Wyre Council.

247(2020-21) New policies for approval

- a) **Grievance policy**
The Council noted that the policy had been collated by the Clerk and Councillor Allan, Chair of Personnel Committee.
- Resolved:** The Council approved the Grievance policy.
- b) **Disciplinary policy**
The Council noted that the policy had been collated by the Clerk and Councillor Allan, Chair of Personnel Committee.
- Resolved:** The Council approved the Disciplinary policy.
- c) **Training policy**
The Council noted that the policy had been collated by the Clerk and Councillors Allan, Chair of Personnel Committee, and Atkinson
- Resolved:** The Council approved the Training policy and the record of training for Councillors for the past 12 months to 15/02/2021.

Training	Date	Councillor
In house Full Council Teams training led by Councillor Atkinson	02/2/2021	Allan, Brooks, Halford Hynes, Pearson and Ryder. Apologies received from Councillors Dyer, Mitchell and Webster.
LALC Finance Workshop	10/12/2020	Allan, Atkinson, Mitchell and Pearson
SLCC Website accessibility recorded video	27/10/2021	Atkinson
In house new Councillor induction training led by Clerk	30/07/2020	Atkinson & Dyer

248(2020-21) Mayor and Deputy Mayor elect 2021/2022

Members gave consideration, with reference to Standing Orders point 5j, to the appointment of:

- a) Mayor elect and
- b) Deputy Mayor elect

in readiness for the Annual Town Council Meeting on 27 May 2021. Councillor Brooks had advised the Clerk that he did not wish to stand as Mayor or Deputy Mayor elect for the civic year 2021/2022.

Resolved:

- a) Mayor elect; Councillor Alec Allan was proposed by Councillor Webster and seconded by Councillor Halford, to be the Mayor elect for the Civic year 2021 – 2022. Council were all in favour.
- b) Deputy Mayor elect; Councillor Jonny Leech was proposed by Councillor Atkinson and seconded by Councillor Webster, to be the Deputy Mayor elect for the Civic year 2021 – 2022. Council were all in favour.

249(2020-21) Arrangements for Annual Town Council meeting (also known as ATCM and Mayor making), 27 May 2021

Councillors noted the guidance from NALC (detailed in the Clerk's information report).

The regulations that allow local authorities to hold meetings remotely apply to local authority meetings that are required to be held, or held, before 7 May 2021. This means that, without any further action from the government, all local authorities including local councils must return to face to face meetings from 7 May.

Resolved: This item was deferred to the meeting on 15 March 2021.

250(2020-21) Arrangements for Civic Sunday 2021

In readiness for the new Civic year, the Clerk is asking the Council what the arrangements for Civic Sunday, should be for this year. Currently all of the UK is under a national lockdown to try to bring down the rate of coronavirus and protect the NHS.

Resolved: This item was deferred to the meeting on 15 March 2021.

251(2020-21) Arrangements for Annual Town Meeting 2021

The Council noted that for the Annual Town meeting and Awards ceremony, has approved 29 April 2021.

Resolved: That the Annual Town meeting takes place on 29 April 2021 virtually, with no awards ceremony.

252(2020-21) Delegation of training budget to Clerk and Councillor Allan, Chair of Personnel, Clerk

Resolved: That expenditure of the training budget is delegated to the Clerk, in consultation with the Chair of the Personnel Committee.

253(2020-21) Emergency Plan – consult neighbouring parishes, Councillor Dyer and the Clerk.

On 25/01/2021 Councillor Dyer and the Clerk met with Mark Bartlett, who has offered to assist Garstang Town Council write their Emergency Plan. Mr Bartlett recommended that as Garstang is the service centre for the neighbouring parishes, the Town Council may wish to invite the following parishes to be part of the Emergency Plan; Barnacre with Bonds, Catterall, Kirkland, Nateby and Cabus.

Resolved: The Town Council agreed to seek an expression of interest, from Barnacre with Bonds, Catterall, Kirkland, Nateby and Cabus parish councils to come on board with the Emergency Plan.

For information: The Clerk reported that the Champion Grant from County Councillor Paul Rigby, the Champion for Parishes, had been successful. The Champion for Parishes approved the grant from their allocation for £400. This was agreed on the 29 January 2021. Funding has been approved towards the cost to purchase of equipment for the Town council's Emergency Plan.

254(2020-21) Councillors personal details, Clerk

The Clerk has been contacted by a Councillor who did not want their address and telephone detailed in the public domain (website and notice boards) for personal and vulnerability reasons. The Clerk had received the following guidance from SLCC 'it is perfectly fine to just display an email as the form of contact on your Town Council website'.

The Clerk is awaiting clarification from the Monitoring Officer at Wyre with regard to her advice about personal data on the Declaration of Interest form

Resolved: The Council agreed that just email contact details, for councillors, should be publicly displayed on the Town Council website and noticeboards. The Clerk is awaiting clarification from the Monitoring Officer at Wyre with regard to advice about personal data on the Declaration of Interest form.

255(2020-21) Dementia Awareness Training, Councillor Webster

Councillor Webster referred to Minute 214 (2019-20) Dementia Awareness Training at the meeting held on 10/02/2021. Due to COVID-19 the Dementia Awareness Training session was cancelled. Councillor Webster wished to arrange a zoom Dementia Awareness Training session February / March 2021 at a mutually convenient date/time to be arranged with Sandra Perkins.

Resolved: The Council approved that a virtual Dementia Awareness Training session be held in February/March 2021.

256(2020-21) Garstang Conservation Area Appraisal and Management Plan (CAAMP), Councillor Webster

Ian Heywood, Wyre Council's Conservation Officer had been in discussion with the Councillor Webster regarding the CAAMP.

He has suggested, "the best way to start the ball rolling as regards a review of the Garstang Conservation Area Appraisal and Management Plan (CAAMP) document would be to undertake a new 'survey' of all the buildings in the conservation area noting their condition, current use and any obvious issues that are apparent, including signage of course." Members of the Town Council might like to make a start on that. He has also advised, "at the moment my time remains, of necessity, very much focused on delivering the High Streets Heritage Action Zone (HSHAZ) for Fleetwood, which is now coming to the close of the first year of a four-year project. Under the current circumstances progress in this first year has been very slow, which means that even more effort is now required to ensure that the grant money is spent and individual projects are completed on time. Unfortunately, that means I have less time for other areas of the Borough, including Garstang."

Ian Heywood wanted to know if there were any willing volunteers from the Town Council, and elsewhere, to make a start. He could provide a template for the survey, a simple pro-forma that volunteers could use as they walk around the town centre looking at the buildings in the conservation area together with some guidance notes.

Councillors discussed this item for 35 minutes. Different views were aired.

Resolved: The Clerk was asked to contact Ian Heywood and thank him for the information. The Council wanted to know how long he anticipates it will take the volunteers to complete the surveys. What is his timeline for the completion of a new Conservation Plan for Garstang once the surveys have been conducted? It was agreed that the responses, from Ian Heywood, would be tabled at the next meeting on 15 March 2021. The Council **further resolved** that the Clerk circulate the proforma and survey sheets to all Town Councillors.

257(2020-21) Garstang Riverside Path, Councillors Allan, Brooks and Webster

Councillor Webster reported that the path by the River Wyre along Garstang Football and Cricket pitch is experiencing a higher footfall during the ongoing Covid-19 pandemic. Last year this area required some repair work. It is clear to see that further repair work is required to this path this year.

Resolved: The Town Council agreed to write to Wyre Council and ask that the footpath area is improved; namely reseeding, repair work to the path and maintenance to the fences. The Town Council also sought clarification regarding the potential grant application by Wyre Council to improve this area and if there are any other possible funding opportunities.

258(2020-21) Finance payments

Councillors approved the following payments:

Royal Bank of Scotland Bank account – cashbook 3

Reference	Description	Amount
BACS00319 & BACS00320	Payroll (figures provided by Towers + Gornall) To be paid electronically on 26/02/2021, Clerk: LC2 range SCP 19-32), 'National Agreement on Salaries and Conditions of service of Local Council Clerks in England & Wales 2004'. Lengthsman: scale point SCP 1-4	£2,839.15
Direct Debit 19/01/2021	LCC Pension	£ 923.46
BACS00321	Mrs E Parry – Clerk's expenses, monthly reimbursement for Zoom account (07/02/2021 – 06/03/2021) Microsoft Teams 27/12/2021 - 26/01/2021 verified Councillors Atkinson & Dyer	£14.39 £59.28
BACS00322	Mrs E Parry - Reimbursement ASUS VivoBook with Microsoft Office 365 L410MA 14 Inch Full HD Laptop USB Wired Headset with Microphone for PC Laptop Computer both funded from Wyre ICT grant	£249.99 £20.00
BACS00323	Wyre Council Gambling Act 2005 : Small Society Lottery (Renewal)	£20.00
Direct Debit 08/02/2021	Vodafone – mobile phone	£11.00
Direct Debit 01/03/2021	Three.co.uk - Office internet	£8.00
Income received 01/02/2021	Wyre Council, Grant for Garstang Festive lights 2020	£3,200.00

HSBC account - Cashbook 4

Reference	Description	Amount
Income received 03/02/2021	Garstang Chamber of Trade, Christmas Lights account	£4,377.37
Cheque 100031	LITE invoice – Christmas lights	£13,334.40
To note cheque 100030 – dated 16 March 2020	EON electricity 2019 Cancelled cheque unable to obtain second signature due to national lockdown	£144.43
Cheque 100032	Reissued cheque to replace Cheque 100030 EON electricity 2019	£144.43

259(2020-21) Statement of Accounts at 31 January 2021 – for information

HSBC Current account – cashbook 1	£2,340.23
HSBC Reserve account – cashbook 2	£39,699.33
Royal Bank of Scotland – cashbook 3	£946.26
Money Market Account 3 month	£30,615.18
HSBC Christmas Lights account – cashbook 4	£6,091.46

260(2020-21) Items for Next Agenda

Councillors are 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 15 March 2021 by notifying the Clerk by 5 March 2021**. 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 Clerk has produced an agenda item template to assist Councillors collate their agenda item. The template can be found on Teams – Full Council.

The meeting finished at: 9.10pm

For Information Only

261(2020-21) Clerk's Report

a) **NALC Face to Face meetings**

The regulations that allow local authorities to hold meetings remotely apply to local authority meetings that are required to be held, or held, before 7 May 2021. This means that, without any further action from the government, all local authorities including local councils must return to face to face meetings from 7 May. NALC is working with a number of national bodies to press the government to extend these regulations beyond this date and will continue to stress the urgency and importance of this issue. However, at this time government has no plans to extend these regulations and so councils should start preparing for the real possibility of face to face meetings from May.

NALC's position remains that all local councils should continue to meet remotely while the regulations are in force. The guidance below has been written to help local councils prepare for the scenario that remote council meetings cannot lawfully take place from 7 May 2021. There is still much uncertainty around how legislation or COVID-19 risks may change over the coming weeks and months. NALC will update this guidance as the situation evolves. Each council will have to decide which course of action will best fit their needs and manage risks.

To help local councils prepare for this possibility some advice and suggestions are below:

- Consider what council business can be conducted before May so that the council can dedicate time to those issues in remote meetings. The more discussion and decisions you can conduct in remote meetings means the council can aim to hold fewer and shorter face to face meetings after May.
- This may require more meeting time than is currently planned, so the council should look at the meeting schedule in the run-up to May and see if more time or more meetings are required. Where possible, consider holding the annual council meeting and the parish meeting while the current Regulations permit for them to be held remotely (see also NALC's **Legal Briefing L01-20**).
- Consider when the council does need to meet face to face, and whether meetings can be delayed to later in the year when the potential COVID-19 risk may be further reduced.
- The council might consider holding a remote meeting as late as possible in April so that councillors who are unable to attend face-to-face meetings will have as much time as possible before disqualification by virtue of s.85 of the Local Government Act 1972 becomes an issue.
- It may help the council's business continuity to implement (or review) a scheme of delegation. This would allow the clerk to make certain decisions for the council, which would be especially important if the council were unable to hold meetings due to COVID-19 risks. In reviewing/adopting a scheme of delegation the council should ensure there is clarity around which decisions are delegated and which are not, for how long the scheme of delegation is in place, and when the scheme of the delegation will end or be reviewed.

Some tips that may help manage well-attended remote meetings are:

- keeping the meeting short with limited business/votes
- using electronic voting tools (many platforms have built-in tools for voting)
- if you plan to vote by a show of hands or calling a register then budget significant extra time for this
- building in public engagement through online tools, that you could use to ask the public to feedback or express views that you would usually discuss in a meeting You could also do this before or after the meeting as a way of ensuring ongoing public engagement (there are a number of free tools available online)
- build in time to practice and prepare with the Clerk and Chairman in advance of the meeting
- Further guidance on **holding effective remote meetings** available from NALC

From May 2021, as face-to-face council meetings resume there will still be the risk to attendees of COVID-19 exposure. Councils should conduct a risk assessment in advance of a face to face meeting which should give consideration to what the council can do to reduce risk to councillors, staff and public including:

- Providing hand sanitiser to those entering the meeting room and making sure hand sanitiser is readily available in the room itself
- Staggering arrival and exit times for staff, councillors and members of the public
- Placing seating at least 2-metres apart
- Ensuring everyone wears face masks
- Holding paperless meetings
- If papers are provided, people should be discouraged from sharing with others and asked to take the papers with them at the end of the meeting to minimise how many people handle the papers
- Arranging seating so people are not facing each other directly
- Choosing a venue with good ventilation, including opening windows and doors where possible
- Choosing a large enough venue to allow distancing – this may mean choosing a different venue to what the council used before.
- The council (or venue owner/operator) will need to identify the venue's maximum capacity in their risk assessment, taking into account the need for social distancing. Consider how the council will ensure this capacity is not exceeded and how it will manage the situation if more people wish to attend than capacity allows. For example, could meetings be live-streamed or could members of the public submit questions via email?
- If the venue has an NHS QR code to support test and trace then all attendees should register using that app, for those without access to the app they should register attendance in line with the venue's test and trace procedure. NB all venues in hospitality, the tourism and leisure industry, close contact services, community centres and village halls must have a **test and trace procedure**
- Venues must conform with the government guidance for **multi-purpose community facilities** and for **council buildings**. If the venue is run by

the council then the council must take responsibility for this, otherwise, the council can ask the venue to provide confirmation that they do conform to this guidance

- The council must understand and ensure it is acting in compliance with the latest government **safer workplaces guidance**

Managing staff:

- It would be advisable to inform the clerk and any other staff whose role involves supporting or attending council meetings, as soon as possible that the council will need to prepare to return to face to face meetings from May onwards. This will allow them to make the necessary preparations as described above, and also to allow time to engage with staff to alleviate any concerns they may have related to attending physical meetings again.
- Councils should consult with staff (ask for and consider their views to try and reach an agreement) about returning to work as part of their preparations for face to face meetings.
- The council must make the workplace (including council meetings) as safe as possible for staff, this includes undertaking a risk assessment, taking reasonable steps to reduce risks identified in the risk assessment, and ensure it is acting in compliance with the latest Government **safer workplaces guidance**
- NALC have produced useful **guidance for employers and employees** related to COVID-19, including advice on how to support staff to **return to the workplace** and how to manage situations where staff may be worried or not wish to return.

b) Woodlands tree response (relating to Hereford Avenue)

Mark Billington Wyre Council

There are the two live planning applications that could potentially affect the extent of the Public Open Space at Hereford Avenue and in turn orchard provision there. Both applications are at the pending decision stage (16/00241 Outline (which has gone to Committee 3 times) and 20/00390 Reserved matters for appearance , landscape , layout, scale). Decisions on these apps are expected shortly. When this information is forthcoming appropriate consideration can then be given to the option of community orchard at Hereford Avenue.

I have however asked Ryan to visit the site to assess the specifics of what may be feasible and to liaise with the Town Council and see what might be deliverable at an appropriate time.

262(2020-21) Project Reports

a) Update War Memorial, Councillor Webster,

We have been in contact with the Lancashire Infantry Museum based at Fulwood Barracks, Preston, as part of our research. We have been advised when the Preston Post-1945 Roll of Honour, the National Arboretum at Alrewas was made freely available on their website, the MoD's alphabetical list of all those who died while serving since 1945. The list ran to many thousands. It gave name and place of birth, amongst other details, but was not 'searchable.' Therefore, the task

was to go through one by one to pick out those with Preston locality places of birth. It took a team of several many weeks to complete. Unfortunately, we now understand that the MoD ordered that the list be taken down some years ago, so that route is no longer open to us. We have been advised the Lancashire Infantry Museum deliberately cast their net wide, and we are almost certain that Garstang was included in their 'catchment area.' (Lytham – Garstang – Longridge – Chorley – Leyland). Our contact at the LIM does not remember identifying anyone from Garstang but will dig out his records. It has also been suggested to us that we could try the MoD Historical Branches or maybe ask the Editor of the Garstang Courier if they have anything in their files?

The stone masons McMurray Brothers have been in touch. They are currently not working fully because of Covid-19. They have not been able to inspect the memorial on site yet but hope to do so in the next couple of weeks. From our photos they think the slabs are granite not stone, also they have asked whether the slabs are to be built in or fitted to the wall. An estimate for supplying something to be fitted to working on approx 3' x 2' x 1" in grey granite £450. If the slab was to be built in we would have to know the thickness.

We are hoping to have a site meeting (Councillors Brooks and Webster) as soon as Government restrictions allow.

263(2020-21) Outside body representatives

a) Fairtrade fortnight 22 February to 7 March 2021 – Councillor Ryder

For two weeks each year at the end of February and start of March, thousands of individuals, companies, and groups across the UK come together to share the stories of the people who grow our food and drinks and who grow the cotton in our clothes, people who are often exploited and underpaid.

In 2021, Fairtrade Fortnight will feel quite different. 2020 has been a hard year and we know that physically campaigning and meeting people will continue to be challenging as we head into the new year, but we have also heard from so many of you that you want to continue to support Fairtrade through this time.

The COVID-19 pandemic has shown us more than ever how interconnected we are globally. This interconnection is at the very heart of the Fairtrade message and you have the power to drive long term change not only with your shopping choices but with your support in spreading the message. We just must do this a little differently in 2021.

Choose the World you Want this Fairtrade Fortnight_

In Fairtrade Fortnight 2021, we will highlight the growing challenges that climate change brings to farmers and workers in the communities Fairtrade works with. The facts are straightforward. Farmers and workers in the global south, who have done the least to contribute to climate change, are disproportionately affected. They have told us that:

- Climate change is one of their biggest challenges right now.

- Low prices for their crops mean that they are struggling to fight back.
- With more money through Fairtrade, they feel more equipped to meet their everyday needs and deal with the challenges posed by climate change.

The climate crisis is an immediate and ever-increasing threat and those in climate vulnerable countries are already seeing its impacts from droughts and crop disease to floods, heatwaves and shrinking harvests.

With the emergence of the global COVID pandemic, the challenges that farmers face now are bigger than ever before with falling commodity prices and widespread shocks reverberating along our global supply chains. Ongoing poverty in farming communities makes it increasingly hard to cope with the effects of climate change.

Fairtrade, Climate and You

We need your help to put farmer voices at the heart of tackling the climate crisis and share the reality of their struggles. Our global trading system is balanced in favour of the powerful few. Trapped in this system, farmers already struggle to meet their immediate needs. More than ever, they need a fair price for their crops and their hard work. Fairtrade works to raise the voices of producers and prioritise what they need to respond to the environmental crises unfolding in already vulnerable communities. This Fortnight, we are asking you to 'Choose the World You Want' and use your voice to tell others about the challenges that farmers face from climate change.

We will be hosting an online festival bringing together schools, universities, businesses, supporters, campaigners, and farmers from across the world to choose the world they want.

Fairtrade Connections – Online Community Arts Festival for Fairtrade Fortnight 2021

Fairtrade Fortnight is the most important time of the Fairtrade campaigners' calendar, and while there's great news about vaccines, it's become clear that we can expect the virus to still be around until at least Easter. That means Fairtrade Fortnight with its programme of stalls, fairs, coffee mornings, religious services and "Meet the Producer" events must be very different in 2021.

The vision was of three main events focused on visual arts, spoken word, poetry recitals and music along with a number of "fringe" events which would be more interactive - craft and dance workshops, cook-alongs etc. The festival is now really taking shape so to check out and sign up for events visit. And remember all the events are FREE.

<https://www.accessoryfair.co.uk/blog/fairtrade-connections-arts-festival.html>