



# Garstang Town Council

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Garstang Police Station

Moss Lane

Garstang

PR3 1HB

## Full Council Meeting, 16<sup>th</sup> August 2021 Minutes

Minutes of the Town Council meeting, held at Garstang Free Methodist Church, on 16 August 2021, 7.30pm.

### **Present**

Chairman: Councillor Allan

Councillors present: Allan, Atkinson, Brooks, Halford, Hogton, Lees, Leech, Mitchell, Pearson and Webster

Also present: Town Clerk Edwina Parry, Wyre Councillor Dulcie Atkins, Wyre Councillor Alice Collinson, County Councillor Shaun Turner and 3 members of the public.

### **74(2021-22) Apologies for absence**

Councillor Hynes

Councillor Brooks gave Councillor Salisbury's apologies.

### **75(2021-22) Declaration of Interests and Dispensations**

97(2020-21) BACS00374, Councillor Atkinson declared an 'other interest'. He is a Trustee and Town Councillor representative of Kepple Lane Park Trust.

### **76(2021-22) Public participation**

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

The Council suspended (10a xv) standing orders at point 3e to allow a member to speak about an issue that was not on the agenda. The member of the public reported that the proposed Memory café garden at the library had been approved. The member of the public thanked the Town Council for supporting the project and gave special thanks to County Councillor Turner, for his support in enabling the project to materialise, by liaising with Lancashire County Council.

County Councillor Turner reported that the library was to install solar panels. He encouraged the Town Council to complete the Police and Crime Commissioner, Public consultation [agenda item 23, minute 96(2021-22)]. He spoke about tree planting for the Queen's Platinum Jubilee.

Wyre Councillor Alice Collinson encouraged the Town Council to respond to Greater Garstang Partnership Board, Wyre Area LALC [agenda item 21, 94(2021-22)].

Wyre Councillor Dulcie Atkins reported that she had attended the Tourism and Task group and spoke of a container outside the township of Garstang.

Two members of the public wished to speak about item 20 and council agreed that the meeting be adjourned to allow them to speak at this item.

The meeting was reconvened.

**77(2021-22) Minutes of the last meeting**

A copy of the following minutes had been circulated:

- a) the meeting held on 19 July 2021 and
- b) the extraordinary council meeting held on 26 July 2021.

**Resolved:** The minutes of the following meetings:

- a) the meeting held on 19 July 2021 and
  - b) the extraordinary council meeting held on 26 July 2021.
- were confirmed and signed as a true record.

Council approved that item 20, Childcare Nursery be brought forward

**78(2021-22) Childcare Nursery, Councillor Lees**

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

One member of the public spoke about the closure of Children's Day-Care Service at St. Thomas school and how she was struggling to find childcare for her child. The nearest available nursery that provided the care she needed, was in Cockerham 6-7 miles away.

County Councillor Turner provided an update about the site at St. Thomas school. The owner of the nursery indicated that the nursery would reopen in May 2022.

Councillor Lees reported that he had been approached by 2 ladies (present at the meeting) who are seeking support from Garstang Town Council to acquire suitable prefabricated accommodation to host a childcare nursery.

**Resolved:** The Town Council advised that the 2 members of the public follow up their concerns with County Councillor Turner. The Town Council did not own any premises that would be able to offer any support to the proposed nursery. The Scout hut was not an option; there is a lease agreement in place for the scout hut. The lease agreement does not allow a sublet to a private business. The 2 members of the public enquired about section 106 monies. They were advised to contact the Wyre Ward Councillors about section 106 monies.

**79(2021-22) Standing item: Neighbourhood Plan, Councillor Brooks**

No report received from Councillor Brooks

**Neighbourhood Plan, Councillors Allan and Leech**

The Council discussed the circulated preliminary Vision Statement, detailed in the Agenda appendix. Reference was made to the evening economy.

The Council considered the action plan.

**Resolved:** Council approved the circulated preliminary Vision Statement, subject to a reference being made to the evening economy. This

addition/amendment was delegated to the Clerk in consultation with Councillor Atkinson. The Council **further resolved** to approve that

- a) Councillor Allan, takes the amended vision statement to the newly formed Greater Garstang Partnership Board for them to integrate the ideas into their vision, which will form a small part of the wider work they are doing around areas of planning but also health and wellbeing, economy, environment etc.
- b) Councillor Mitchell will help the Town Council to engage with the public via social media presence and the exciting new public open forum and any significant ideas can be reported back.
- c) Chair of Finance Committee, Councillor Atkinson, will assist in finding out what finances are available for us to take this to a formal drafting stage.
- d) The Town Council will then be able to make an informed decision as to how we can progress and hopefully engage with the drafting of the neighbourhood plan.
- e) Throughout this process, the Clerk is to be kept informed and involved along the way, in order to provide the Council with support and information available through SLCC, NALC and CPRE.

The Council **further resolved** that Councillor Brooks heads up the project team and that he continues to be the lead Councillor on the Neighbourhood plan. He is to remain the Clerk's point of contact for the plan.

The Council **further resolved** that the resolution approved on 17 August 2020 84(2020-21) still stands and that Councillor Brooks provides a monthly standing item on the agenda, for the Neighbourhood Plan.

#### 80(2021-22) **Remembrance Sunday**

There was a lengthy debate on this item for 1 hour.

##### a) **Councillor Allan**

Councillor Allan reported that since the Council meeting in March 2021, Councillor Brooks had not had any meetings with his team. The Clerk has requested meetings on two occasions without response. Several Councillors have asked Councillor Brooks to arrange a meeting to brief all the groups involved in the event. Community groups have expressed concern that the Town Council has not held any meetings with all parties involved. Councillor Brooks has expressed his opinion that no such meetings are needed.

Full Council were asked to determine the way forward that sees all required parties having regular joint briefing meetings.

**Resolved:** That the Mayor, Councillor Allan takes over from Councillor Brooks in leading the Remembrance Sunday project and be the point of contact for Remembrance Sunday. Councillors Brooks and Pearson will form part of the Team alongside the Clerk. Councillor Brooks' plan will be reviewed by the Team. An agenda will be collated by Friday 20/08/2021 so that a meeting can

be held, with representatives in the community, in 2 weeks and that there are subsequent meetings every month.

**b) Budget and Authority to spend, Councillor Atkinson**

Councillor Atkinson asked Councillors to approve a budget of £1,000 from budget code 4641, Festivals Contributions, for Remembrance Sunday 2021 as well as a £600 contingency budget for the event if required from EMR Reserve Contingency (this will now leave £0 in the budget code 4641).

This is to cover the following costs (not extensive): Pilling Jubilee Band, road closure fees, legal notices, printing costs, hospitality costs, first aid assistance and gratuity contributions.

**Resolved:** The Council approved a budget of £1000 from budget code 4641, Festivals Contributions, for Remembrance Sunday 2021 as well as a £600 contingency budget for the event if required from EMR Reserve Contingency (this will now leave £0 in the budget code 4641).

The Council, **further resolved** to delegate authority to spend the budget to the Clerk, in consultation with the Mayor, for the Clerk to place orders in accordance with Financial Regulations.

The Council **further resolved** to include the costs associated with Remembrance Sunday as a recurring budget allocation for the council each year

**c) Councillor Brooks personal email address**

The Clerk advised the Council that Councillor Brooks is using his personal email address for council business and not his council email address and emailing the press. This is breaching standing orders at point 22c and the Council's approved Email and Teams Protocol for Councillors & Officers.

**Resolved:** The Council agreed that if Councillor Brooks breaches standing orders again at point 22c, he will be reported to the Monitoring Officer at Wyre Council. Councillor Atkinson offered to help Councillor Brooks with any IT issues of sending word document attachments from his Town Council email address.

**81(2021-22) Planning Applications**

Councillors are asked to consider the following and respond with their comments. The response options to respond to Wyre Council are object/support/neutral.

**a) Application Number: 21/00838/FUL**

Proposal: Extension to existing front dormer  
Location: 5 Cambridge Drive Garstang

**Resolved:** The Council responded with neutral.

**b) Application Number: 21/00877/FUL**

Proposal: Detached garage and single storey rear extension  
Location: 1 The Bowlands Fell View Garstang

**Resolved:** The Council responded with neutral.

**c) Application Number: 21/00861/FUL**

Proposal: Change of use from a residential dwelling (C3) to a residential

children's home (C2) and erection of a 1.8m high perimeter fence, with widened access and removal of front wall (resubmission of 21/00250/FUL)

Location: 13 Fairsnape Drive Garstang

**Resolved:** The Council responded with neutral.

**d) Application Number: 21/00916/FUL**

Proposal: Hip to gable roof extension and new rear dormer

Location: 10 Sussex Drive Garstang

**Resolved:** The Council responded with neutral.

**e) Application Number: 21/00940/FUL**

Proposal: Conversion of first floor of supermarket (A1) to form five residential apartments (C3), with insertion of new windows, and repositioning of external staircase and enclosure of roof top (resubmission of 21/00113/FUL)

Location: 34 - 37 High Street Garstang

**Resolved:** The Council responded with neutral.

**82(2021-22) Town Council Awards, Councillor Webster**

Councillor Webster suggested that the Council decide on the Town Council Awards project leader and team this month for the awards ceremony in April 2022. There is quite a bit of planning, preparation, promotion, public consultation and engagement required.

**Resolved:** Councillor Allan was appointed as the Team leader for the Town Council Awards. The team to consist of Councillors Halford, Hogton, Leech, Lees and Webster.

**83(2021-22) Finance Committee meeting, 13 July 2021**

A copy of the minutes of the Finance Committee meeting, held on 13 July 2021, had been circulated to all Council members.

**Resolved:** The minutes of the Finance Committee meeting, held on 13 July 2021 were confirmed and signed as a true record.

**84(2021-22) Internal Audit (year end 31/03/2021)**

Council considered the circulated response to the Internal Audit as recommended by the Finance Committee minute 6(2021-22). The RFO reported that the Joint Panel on Accountability and Governance (JPAG) Assertion 7 details: Reports from Auditors - We took appropriate action on all matters raised in reports from internal and external audit. The JPAG guidelines state at 1.37. To warrant a positive response to this assertion, the authority needs to have considered all matters brought to its attention by its external auditor and internal audit and taken corrective action as appropriate.

**Resolved:** Following guidance from the RFO and the JPAG guidelines at 1.37, Council approved the response to the Internal Audit as recommended by the Finance Committee minute 6(2021-22).

**85(2021-22) Grant Awarding Policy**

Council considered the circulated Grant Awarding Policy.

**Resolved:** The Council approved the Grant Awarding Policy as recommended by the Finance Committee minute 9(2021-22)

**86(2021-22) Reserves policy**

Council considered the circulated Reserves policy.

**Resolved:** The Council approved the Reserves policy as recommended by the Finance Committee minute 10(2021-22), subject to a duplicated sentence be removed detailed under the heading of 'Current level of financial reserves'.

**87(2021-22) Garstang War Memorial, Councillors Webster & Brooks**

Councillor Webster reported that she and the Mayor had attended a site meeting with a stonemason recently. The stonemason had recommended a bronze plaque to be fixed on the right hand column of the War Memorial which would be in-keeping with the bronze plaque on the left hand column. Councillors considered the wording on the plaque, taking into consideration the names on the existing 2 plaques at the War Memorial.

**Resolved:** Council approved that delegated power is given to the Clerk, in consultation with the Mayor and project team, to order the Bronze plaque and avoid any unnecessary delays. The Council **further resolved** that the plaque should be fitted by October 2021 in time for Remembrance Sunday 2021.

The Council **further resolved** that the wording on the plaque be 'Afghanistan 2011, Jonathan James McKinlay'.

The Council **further resolved** that the cost of the plaque be met from EMR code 332 which is for War Memorial maintenance.

**88(2021-22) LALC AGM 2021, Saturday 20 November 2021 at 10am via Zoom.**

The Clerk had circulated details of the LALC AGM 2021.

**Resolved:** Councillor Allan would represent the Council at the LALC AGM 2021. Any other Councillors who wished to attend, were asked to email the Clerk.

**89(2021-22) Lancashire Fire and Rescue Service draft Community Risk Management Plan consultation**

Details of the Lancashire Fire and Rescue Service draft Community Risk Management Plan consultation had been circulated to Councillors.

**Resolved:** The response to the Lancashire Fire and Rescue Service draft Community Risk Management Plan consultation was delegated to the Clerk. Councillors were asked to respond with their comments, to the Clerk, by Friday 20 August 2021.

**90(2021-22) Clerk's Office accommodation, Councillors Atkinson and Allan**

Councillor Atkinson reported that, on 26/07/2021, the Clerk was given notice to vacate the office at Garstang police station. Due to the end of the office arrangements at the police station, and as the council continue to take a

cautious approach to health and safety as a result of covid-19 prevalence, in the short term, the Town Clerk will continue working from home.

**Resolved:** The Council approved:

- a) delegated authority to the Clerk for £50 plus VAT from budget code 4101, Office Accommodation, to be utilised for meeting room bookings in order to facilitate any day to day, face to face meetings temporarily.
- b) delegated authority to the Clerk in consultation with the Chair of Finance to arrange storage facility (for the 2x lockable drawer units, 1x lockable cupboard, the Mayoral Chair, the Mayors Board and sundry equipment), with the cost to be met from budget code 4101, Office Accommodation.
- c) postal address options to be brought to Council in September.

**91(2021-22) Project sheets, Councillors Allan and Atkinson**

Councillor Atkinson reported on the action plan drafted by Councillors Allan and Atkinson. The plan is to replace Project Sheets and will be updated by the Mayor and Deputy Mayor, in consultation with the Chairs of each committee each quarter. Where the Council feels further progress updates are required, these projects will be placed as a standing item on the Council agenda.

Councillors were asked to consider any aspirational activities they believe the council should include on the Action Plan.

**Resolved:** The Town Council approved that project sheets are no longer used and instead utilise the summarised action plan. The Council **further resolved** that the plan be reviewed every 3 months

**92(2021-22) Committee and Representatives onto outside bodies**

**Resolved:** Council approved the following appointments:

Finance Committee – Councillor Lees

Personnel Committees – Councillor Hogton

Planning Committees – Councillors Hogton and Lees

Representatives onto outside bodies

Fairtrade Committee – Councillor Lees

The Clerk notified the Chairman that it was 10.00pm and that standing orders would need to be suspended at point 3x, if the meeting were to continue.

The Council resolved to suspend standing orders at point 3x.

**93(2021-22) Legend Fires North West Stages 2022, Councillors Allan and Hynes**

**Resolved:** That Town Council welcomes the request by Legend Fires North West Stages organisers and that the Town Council host the event on Friday 18th and Saturday 19th March 2022 and provide suitable entertainment and facilities for the events. The costs incurred by Town Council to come from budget code 4805.

**94(2021-22) Greater Garstang Partnership Board, Wyre Area LALC**

The Town Council were asked if they had any ideas as to how you see Garstang as the key service centre evolving over the next 15 years and also any ideas that you may have for improving your parishes that could be included in the study. Ideas were required by the end of August.

**Resolved:** That as the Council is the responsible body, the Town Council is already engaged in the Greater Garstang Partnership Board.

The Council **further resolved** that the Facebook responses received on the Town Council Facebook page and Your Garstang Facebook page be collated by Councillors Webster and Atkinson alongside the Clerk and submitted to Wyre Area LALC (personal details to be removed).

**95(2021-22) Queen's Platinum Jubilee, Councillor Leech**

Councillor Leech reported the following:

- a) Date for extended Bank Holiday is 2nd - 5th June 2022
- b) Potential for Queen's Canopy (new trees) at Hereford Avenue
- c) Potential for new heraldic banners
- d) Anyone who would like to be part of the team or have ideas please share

**Resolved:** The Council approved:

- a) That the Town Council beacon be used on Thursday 2nd June 2022. at the request of Her Majesty
- b) in principle to support Councillor Pearson's proposal to support a new garden, associated planting and commemorative stone on the East of High Street outside Barnacre cottages. A full proposal with costs will be brought to September's meeting.
- c) that the Council make enquiries into hosting "The Big Jubilee Lunch" on Sunday 5th June 2022.

**96(2021-22) Police and Crime Commissioner, Public consultation**

The Clerk had circulated details of the consultation being undertaken by the Police and Crime Commissioner. The deadline for the survey is 6/09/2021.

**Resolved:** The Clerk to collate the individual Council responses with Councillor Atkinson. Responses, from Councillors, to be received by 23/08/2021.

**97(2021-22) Finance payments**

Council approved the following payments:

Royal Bank of Scotland Bank account – cashbook 3

Reference	Description	Amount
BACS00368 & BACS00369	Payroll (figures provided by Towers + Gornall) To be paid electronically on 26/08/2021, 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	£2,796.90



Reference	Description	Amount
Direct Debit 19/08/2021	LCC Pension	£940.13
BACS00370	Mrs E Parry – Clerk's expenses, Microsoft Teams 27/06/2021 - 26/07/2021	£59.28
BACS00371	Ancient and Honourable Guild of Town Criers (AHGTC) Membership 2021-2022	£35.00
BACS00372	C&C Supplies – Health and safety items for meetings	£8.98
BACS00373	Reimbursement to Clerk Organisation name: Garstang Town Council Domain: garstangtowncouncil.gov.uk Subscription name: Microsoft 365 Business Standard Subscription expiry date: 02 August 2022 Reference 21/07/21minute 57(2021/22)	135.36
BACS00374	Wyre Council Playground Inspections Kepple Lane 2021/2022 Budget code 4760 Playing field maintenance contract  Agreed contribution towards repairs for new bearings at Kepple Lane Minute 016(2021-22) refers Kepple Lane Park Minor Development and Repair (Dr): Spend Up to £3000. Resolved: The Mayor approved part payment of £2,058.80, alongside Wyre council's contribution of £1,000, to replace the bearings on the Carousel swing at Kepple Lane Park (total cost £3,058.80).	£1,000 net  £2,000 net  Making a total of £3,200
BACS00375	Wyre Council Playground Inspections to Moss Lane Playground for Sept 2020 - Sept 2021 Budget code 4760 Playing field maintenance contract	£1,200
Direct Debit 08/08/2021	Vodafone – mobile phone 28/06/2021 to 28/07/2021	£11.15
Direct Debit 01/08/2021	Three.co.uk - Office internet	£8.00

Councillors noted the following receipts:

Reference	Description	Amount
Cashbook 3 27/07/2021	Scout Hut rent	£ 60.00

**98(2021-22) Statement of Accounts at 31 July 2021 – for information**

Cashbook1	HSBC Current account	£740.23
Cashbook 2	HSBC Reserve account	£53,071.33
Cashbook 3	Royal Bank of Scotland	£40,712.22
Cashbook 4	HSBC Christmas Lights account	£8.42
Money Market Account	3 month	£30,616.70

**99(2021-22) 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 20 September 2021 by notifying the Clerk by 10 September 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 to collate their agenda item. The template can be found on Teams – Full Council.

**The Meeting Finished at: 10.11pm**

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## For Information Only

### 100(2021-22) Clerk's Report

#### a) **Sessional Use Garstang Library - Garstang Town Council**

I would like to update you on our plans regarding the restart of sessional use in council buildings following the government announcement around lifting many of the COVID legal restrictions from 19 July.

Although the law has changed, it is still up to individual organisations to decide what measures they take to maintain a safe working environment. The high levels of coronavirus in Lancashire mean that the county council needs to continue to take extra precautions to keep service users and colleagues safe by managing the risks in a proportionate way.

This means that we will not be restarting sessional use of our premises yet. This will continue to be reviewed and we will keep you updated.

Thank you for your understanding and patience.

Asset Management Service, Lancashire County Council

### 101(2021-22) Project Reports

#### a) **Moss Lane Park Report, Councillors Allan and Atkinson**

Councillor Atkinson

At the Finance Committee meeting held on 13/07/2021, the following was minuted.

11(2021-22) Moss Lane Park Report, Councillor Atkinson

Minute 061(2019-20) refers

The Committee further resolved that a breakdown of figures for Moss Lane would be provided for the next meeting of the Full Council.

Councillors were asked to consider the report prepared by Councillor Atkinson.

Resolved: The Committee agreed that the report should be taken to Full Council in August 2021 for information. The Committee notes that there is remedial works to be carried out at the Park and that the costs will be taken from Moss Lane EMR.

Councillor Allan

Following the resignation of Councillor Ryder the project will now be led by Councillor Hynes.

A Kompan meeting is required urgently to agree a work completion plan for all outstanding work on the play park. We also need to finalise discussions on defective equipment.

#### b) **KWH Relationship Report, Councillor Allan**

The High Street Car Park disruption has continued well beyond the planned 3 weeks. This week a surface dressing of tarmac has been laid

and some car park spaces are now useable. The disruption was to enable flood prevention works to be installed beneath the car park. This is an attenuation tank system.

Eian Bailey, MD of KWH has advised that the attenuation tanks need no maintenance but that there is a silt catch pit that needs emptying periodically. This maintenance will be done as part of the ongoing gully clearance and is covered by the occupants service charge.

**c) Greater Garstang Partnership Board (GGPB) Report, Councillor Allan**

GGPB workshop with consultants took place on 19/07/2021.

We have been concerned about the need for communication about what we are working on. Wyre have been supporting this activity. We feel we would be better served by taking this in house. Jan Finch and I met with Towers and Gornall on 29/07/2021 to discuss the Communications Plan. T&G will produce a recommended way forward.

The consultants IBI are scheduling a community consultation event during week commencing 23rd August 2021.

**d) Arrangements For Remembrance Sunday Organised And Managed By The Town Council: Briefing Update, Councillor Brooks**

At the March 2021 meeting the Town Council agreed to accept full responsibility for the organisation and management of the Remembrance events on Sunday 14th November following a meeting called by the Garstang Branch of the Royal British Legion in February between the officers of the Branch and the Mayor, Elizabeth Webster, and the Town Clerk, Mrs Parry. In a nutshell, all Branches had been instructed by RBL HQ to leave responsibility for organisation and management of Remembrance parades to the local authority. The reason for the national policy is that RBLHQ do not wish to leave themselves vulnerable to negligence claims and the subsequent involvement of their insurers. Branches accepting that they would not be insured under a central policy have withdrawn from organisation and management of Remembrance parades.

As a consequence of accepting all responsibility for the events of 14 November, the Council has agreed to set up a Project headed by Councillor Brooks and supported by Councillor Pearson and the Town Clerk with a view to preparing a plan to include the familiar elements of the church service, parade and Act of Remembrance.

As the consequence of a consultation involving among others including Churches Together and organisations in the Town it became clear that there was a strong preference for retaining the Parade, Service at St Thomas, Parade to War Memorial and Act of Remembrance and a plea to ensure that all the proceedings at the War Memorial could be heard by the assembled residents. Since the consultation the following actions have been taken;

The Town Council has acquired a brand-new Public-Address System which has been assembled, tried and tested by Councillors Allan, Brooks and Atkinson and found satisfactory. The need for a power

socket at the Memorial has been investigated and solved courtesy of a helpful neighbour to the Memorial. When all participants of the Act of Remembrance have been identified a rehearsal will take place and full instruction given even though as in the past some believed, quite erroneously that their voices alone were strong enough.

A meeting has taken place with a warden of St Thomas who has confirmed that the Rt Rev Bishop of Blackburn will officiate at both St Thomas and the War Memorial thus removing any concern about a future incumbent at St Thomas being available.

A Parade Marshall has been nominated and the Parade route walked to ensure the timings previously recorded were accurate; they were.

The Pilling Jubilee Band has been engaged at a fee of £200 and a programme of music discussed.

A Road Closure plan has been prepared and submitted to the Clerk for the preparation of a TTMO, Temporary Traffic Management Order, together with a list of diversions which it is believed will cause minimum disruption.

Through his contacts the Mayor has communicated with local organisations asking for their assistance in establishing and manning Road Blocks.

No formal meetings involving individual participants have taken place. Three face to face contacts have taken place ; all email traffic is copied to the Clerk, the Mayor and those specifically involved

TO BE DONE WITH 13 WEEKS TO GO

Submitting application for TTMO and paying the fee.

Preparation of Threat analysis. and submission to the Council's Public Liability Insurers.

Preparation of programme of actions at the War Memorial.

Printing of programme for use at the Act of Remembrance at the War Memorial.

Preparation of publicity plan. An article has already been circulated to the Garstang Courier, The Green Focus Magazine and the Freelance News organisation with a preview so they might plan publicity in the lead up to the 14th and warn those who wish to take part to contact the Council.

A briefing will take place when all these actions have been completed and rehearsed.

## **102(2021-22) Outside body representatives**

### **a) LALC representative report, Councillor Allan**

The Wyre Area Committee had its quarterly meeting on 28th July 2021 by Zoom. We were joined by Mark Billington Wyre's corporate director for environment. He advised that over £50M in Covid grants had been distributed by Wyre. He said we should keep an eye out for information on an upcoming DEFRA consultation on Waste Management and a consultation on Leisure and Outdoor Provision.

There was some lively discussion about the performance of Planning Enforcement by Wyre BC. Concerns were raised with Mark Billington about there being over 170 live enforcement cases. Some cases had been outstanding for more than 10 years and as such were approved by default. Councillor Fitzherbert-Brockholes raised several concerns

about agricultural building developments that had developed Chimneys, TV Aerials and curtains at windows. Mark Billington said he would take the issues away.

The Executive Committee reported that in the near future there would be capability for online booking of training and more online training would be available.

### **103(2021-22) Mayor's engagements**

August 2021

01/08/2021 12.30 Garstang Cricket Club T20

08/08/2021 12.00 Garstang Show President's Luncheon

09/08/2021 13.00 Garstang Scouts Malawi Coffee and Cake at  
Scorton

15/08/2021 14.00 Norah Hoyles Plaque Ceremony

### **104(2021-22) Police Report**

Staff Changes

Garstang & Over Wyre – PC 3473 Chris Banks has now moved to South Division, after being successful in his application for a new role. Successfully applying for his position was PC 4326 Rachael Sanderson, who is now in post.

Poulton & surrounding area, including Hambleton/Knott End – PC 2025 Kev Berry has now retired. Successfully applying for his position was PC 3212 Mark Finch, who is now in post.

Wyre Local Policing Inspector – Insp Kevin Lister is imminently about to retire. Successfully applying for his position was Insp 763 Martin Wyatt, who is now in post.

Police Demand

Crime is generally lower now than it was at this time in 2019. However, as the Covid restrictions have been (almost) lifted, Police demand has increased significantly. In addition to this, the Constabulary continues to manage staff absences due to Covid positive tests or requirements to self-isolate. As a result (as with normal operational planning), the Constabulary has implemented restricted absence periods at peak times (regarding staff leave), Force wide operations (e.g. on key dates e.g. Euros and Unlock) and local protocols to ensure that service delivery levels are maintained.

Rural Task Force

The RTF is now starting to make a real impact on issues that affect rural communities.

For example, earlier this month they coordinated a multi-agency operation called 'Operation Jettision' to combat fly tipping and waste management offences across Wyre. The operation involved working with various partners including Wyre & Fylde Rural Task Force, Wyre Council, Driver & Vehicle Standards Agency, Stolen Vehicle Unit and Neighbourhood Policing to engage with drivers using the roads.

Alongside Wyre Council, officers offered advice and information to those operating businesses, whilst the DVSA, Stolen Vehicle Unit and council officers carried out examinations on vehicles and waste management licences. As a result of the operation, 85% of the waste management vehicles stopped were issued with £300 fixed penalty notices for not being able to produce waste carrier licences.

Prohibition notices and fixed penalties were also issued regarding vehicle defects and other road traffic legislation infringements.

Through targeted patrolling and investigation, they have also made our communities safer by arresting travelling criminals (transit van thefts, in collaboration with Cumbria Police), burglars (construction site burglaries – Garstang), drink drivers (e.g. St Michaels - area search for driver that had made off from an RTC – subsequently located and arrested) and drugs offences (A6 proactive stop check).

The RTF have also been working proactively to engage with farmers across the district, by visiting farms and (in collaboration with Wyre Borough Council) providing SelectaDNA kits (with accompanying signage, etc). The team have been using these to maximum effect to make our area as hostile as possible to criminals through prevention, particularly in relation to vulnerable (and very expensive) equipment such as tractor GPS domes. Through this work, we have not experienced the same levels of crime regarding such equipment as has been experienced by neighbouring police forces.

#### Neighbourhood Policing

Neighbourhood Policing has remained busy, with the demand shifting from Covid related work (engagement, reassurance, support, enforcement) to more traditional elements of policing (although many of these also had to be managed throughout the pandemic).

In collaboration with partner agencies, we have just completed ASB Awareness Week, which consisted of themed days of awareness and action across the district (to coincide with the start of the school holidays).

‘Lancashire Talking’ and ‘In The Know’ remain a priority area of work, with the teams working hard to address the community issues identified through the surveys and also to continue to sign residents up to our bespoke messaging service, so that we can communicate directly to residents in all of our communities. To this end, the team have contributed to Lancashire Constabulary being the best performing force across the country in terms of household coverage and monthly registrations (significantly outperforming larger forces such as the Metropolitan Police, West Mid Police, GMP and West Yorks Police).

Kind regards,

Guy

Guy Hamlett | Sergeant 3690 | Local Policing | Garstang | Lancashire Constabulary