



# Garstang Town Council

Town Clerk: Mrs E Parry  
Tel: 07592 792 801  
Email: [clerk@garstangtowncouncil.gov.uk](mailto:clerk@garstangtowncouncil.gov.uk)  
Web: [www.garstangtowncouncil.gov.uk](http://www.garstangtowncouncil.gov.uk)

Garstang Scout and Guide  
Headquarters  
Kepple Lane  
Garstang  
PR3 1PB

## Full Council Extraordinary Meeting, 25<sup>th</sup> July 2022 Minutes

Minutes of the Extraordinary Town Council meeting, held at Garstang library, on Monday, 25 July 2022, 7.30pm.

### **Present**

Chairman; Councillor Leech

Councillors present: Allan, Halford, Leech, Mitchell, Pearson and Webster

Also present: Town Clerk, Edwina Parry

Councillor Lees was not present

### **051(2022-23) Apologies for absence**

Councillors Atkinson and Brooks.

Wyre Councillors Dulcie Atkins, Robert Atkins and Alice Collinson

### **052(2022-23) Declaration of Interests and Dispensations**

No declarations of interest were declared.

### **053(2022-23) Public participation**

There were no members of the public present at the meeting.

### **054(2022-23) Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public**

It was resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as per the Town Council approved 'procedure for a casual vacancy for a town councillor', whereby the Council will exclude members of the press and public whilst candidates gave their presentation.

There were no members of the press or public present.

### **055(2022-23) Town Councillor vacancies; opportunity to meet the candidates**

The Council noted that three applications have been received for the 3 Town Councillor vacancies (the third vacancy was confirmed by Wyre Council on 20 July 2022). One applicant was unable to attend and consequently, adhering to the Council approved 'Procedure for a Casual Vacancy for a Town Councillor,' the prospective candidate will not be considered by the Council.

Two applicants, Richard Dyer and Ian Sewart, attended the meeting and gave their presentations to the Council.

**056(2022-23) Public Bodies (Admission to Meetings) Act 1960 - Re-admission of the Press and Public**

To resolve that the confidential business having been concluded, the press and public be re-admitted to the meeting.

**057(2022-23) Voting on appointments**

**Resolved:** The Council resolved to co-opt Richard Dyer and Ian Sewart to fill the 2 Councillor vacancies.

**058(2022-23) Update to 'Procedure for a Casual Vacancy for a Town Councillor'**

The Council noted that the Clerk had updated the 'Procedure for a Casual Vacancy for a Town Councillor' policy.

**Resolved:** The Council considered the changes to the 'Procedure for a Casual Vacancy for a Town Councillor' policy and approved the updated policy.

**059(2022-23) Filling of remaining co-option vacancies**

The Council considered how to fill the remaining co-option vacancy.

**Resolved:** That the vacancy be readvertised with a closing date of 26<sup>th</sup> September. The timing and arranging of the extraordinary meeting, to consider the applicants, be delegated to the Clerk in consultation with Councillors Leech and Mitchell.

**060(2022-23) Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public.**

It was resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involved the discussion of staffing arrangements. There were no members of the press or public present.

**061(2022-23) Personnel staffing arrangements**

The Council approved the recommendations and instructed the Clerk/RFO to act as indicated on the agenda item paper. The Council meeting scheduled for 19 September was rescheduled to 26 September 2022.

**062(2022-23) Public Bodies (Admission to Meetings) Act 1960 - Re-admission of the Press and Public**

It was resolved that the confidential business having been concluded, the press and public be re-admitted to the meeting.

**063(2022-23) Finance payment**

Councillors approved the following payment:

Unity bank account – cashbook 5

Reference	Description	Amount
BACS00479	Wyre Council General Maintenance and playground inspections for 01/04/2022	£7,809.60

Reference	Description	Amount
	till 31/03/2023, the sum of £6,508 (2981 for Moss Lane and 3527 for Kepple lane respectively) Ref 264(2021-22) Maintenance of Moss Lane and Kepple Lane agreement, cost to be accounted to budget code 4760 Playing Field Maintenance Contract.	

**The Meeting Finished at: 08.29pm**

Footnote from the Clerk – for information.  
Further to minute 061(2022-23)

**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 26 September 2022 by notifying the Clerk by 16 September 2022**. 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.