



Garstang Town Council

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Garstang Scout and Guide

Headquarters

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Full Council Meeting, 17th October 2022 Minutes

Minutes of the Town Council meeting, held at Garstang library, on Monday 17th October 2022, at 19:30.

Present

Chairman: Councillor Leech

Councillors present: Allan, Atkinson, Brooks, Dyer, Halford, Leech, Sewart

Also present: Wyre Councillors Lady Dulcie Atkins, Sir Robert Atkins and Alice Collinson

Councillor Lees was not present

081(2022-23) Apologies for absence

Councillors Mitchell, Pearson and Webster and County Councillor Turner

082(2022-23) Declaration of Interests and Dispensations

Councillors Allan, Halford and Sewart all declared an other interest in agenda item 5, as they are all members of the Town Trust.

Councillors Allan and Halford declared a pecuniary interest with a dispensation in agenda item 9, as they reside within the parish.

Councillor Dyer declared a pecuniary interest in agenda item 9, as he resides within the parish, however does not have a completed dispensation and therefore will not vote on the item.

Councillor Sewart declared an other interest in agenda item 11, as he works for LCC in Garstang Library, the proposed new location of the Tourist Information Centre.

083(2022-23) Public participation

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

Wyre Councillor Alice Collinson gave an update on the local plan review process. Town Councillor Atkinson asked questions around potential for Community Infrastructure Levy to be implemented, Cllr Collinson agreed to look into this and respond.

Wyre Councillors Sir Robert Atkins and Lady Dulcie Atkins gave an update on the proposed change of location of the towns Tourist Information Centre from

Cherestanc Square to the Library on Windsor Road. A period of reflection, discussion and questioning followed.

The meeting was reconvened at 19:46.

084(2022-23) Minutes of the last meeting – for decision

Councillors are asked to approve, as a correct record, the minutes of

- a) the council meeting held on 26 September 2022
- b) the planning committee meeting held on 26 September 2022
- c) the extraordinary council meeting held on 7 October 2022

Resolved: The minutes of the meeting held on 26th September 2022, the planning committee meeting held on 26th September 2022 and the extraordinary meeting held on 7th October 2022 were all confirmed as a true record and were signed by the Mayor

085(2022-23) Town Trust Representative, Cllr Leech - for decision

To appoint a representative to the Town Trust

Resolved: The council resolved not to appointment a representative, to inform the Town Trust clerk to get back in touch after May's elections.

086(2022-23) Town Emergency Plan, Cllr Dyer and Cllr Sewart, – for decision

The Town Council were asked if they wished to proceed with an Emergency Plan.

Resolved: The council resolved to proceed with an Emergency plan and to appointment Councillors Dyer and Sewart to lead the plan.

087(2022-23) Town Anti-Social Behaviour Guidance, Cllr Sewart – for decision

Cllr Sewart presented guidance for both the Town Council and members of the public on how we can best deal with and report ASB as well as support those effected by or victims of ASB.

Resolved: That the council adopt the guidance as our policy for ASB and for it to be displayed on our website.

088(2022-23) Town Council Vacancy, Cllr Leech - for decision

Councillor Leech in his role as the proposer of the agenda item, through discussion with councillors, decided not to propose this agenda item.

089(2022-23) Town Precept 2023/24, Cllr Atkinson – for decision

Budget figures for projects are sought from Councillors. Councillors are asked to ensure that suitable estimates are obtained to support budget requests before the next Finance Committee meeting. Healthy discussion is encouraged for this item.

Resolved: Projects discussed were as follows:

Christmas lights, parks and open spaces, staff costs, office accommodation, Remembrance Sunday, General Reserves, Town Centre Project King Charles

III Coronation, and the War Memorial. The Chair of Finance agreed to incorporate these into the 2023/24 budget for initial review.

090(2022-23) Town LALC Wyre Area Committee Representative, Cllr Allan – for decision

The Town Council were asked to appoint additional members to the LALC Wyre Area Committee.

Resolved: To appoint Councillors Atkinson and Dyer to the LALC Wyre Area Committee as the Town Councils representatives.

091(2022-23) Town Tourist Information Centre re-location, Cllr Sewart – for decision

Councillor Sewart in his role as the proposer of the agenda item, through discussion with councillors, decided not to propose this agenda item.

092(2022-23) Town Project Garstang, Cllr Dyer, – for decision

Councillor Dyer presented ideas around how we could make Garstang look more attractive through simple collaboration with local businesses, residents, community groups and Wyre Council. Discussion around a similar project with the GGPB were had. Many councillors expressed their support for such a project.

Resolved: That Councillor Dyer will discuss ideas with GGPB and take an initial review of the state of the town and report back to the Town Council on best next steps.

093(2022-23) Town Council Surgeries, Cllr Atkinson and Cllr Webster – for decision

Councillor Atkinson led discussions on restarting Town Council surgeries in Garstang Library in order to meet with residents and discuss local issues.

Resolved: That the Town Council will restart surgeries every other month. Councillor Atkinson will follow up to kickstart the surgeries, advertise the opportunity and communicate with the library and councillors.

094(2022-23) Town Finance payments, Cllr Atkinson – for decision

Councillors approved the following payments:

Unity bank account – cashbook 5

Payments requiring approval, without a resolution:

Payments requiring approval, with a resolution or monthly reoccurring items (adhering to Financial regulations 6.7 and 6.8)

Reference	Description	Amount
	Plants for Kepple Lane Park	£210
	Preston Print	£120

Items for Next Agenda – for information

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 **21 November 2022 by notifying the Clerk and Mayor by 11 November 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 meeting finished at 21:26

For Information Only

- 2) **Mayor's engagements**
29th September – Presentation of Queen Elizabeth award to John Carr OBE
1st October – Fairtrade event, attended by Deputy Mayor Cllr Mitchell
5th October – Garstang Theatre Productions
9th October – Civic Sunday
- 3) **Councillor Report**
None
- 4) **Outside body representatives**
Cllr Allan will send two reports to follow.