



# Garstang Town Council

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Kepple Lane  
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## Annual Meeting of the Town Council, 11<sup>th</sup> May 2023 Minutes

Minutes of the Annual Meeting of the Town Council meeting, held at St Thomas Parish and Community Centre, Church Street, Garstang on 11 May 2023, 7.45pm.

### **Present**

Councillors present: Allan, Allard, Brooks, Halford, Leech, Pearson, Perkins and Webster

Also present: Town Clerk Edwina Parry and about 85 invited guests.

Councillor Leech invited Revd Michael Hutchinson to say prayers.  
Councillor Leech gave a welcoming speech and address and then formally opened up the meeting.

### **01(2023-24) Election and Investiture of Mayor**

Councillor Leech sought nominations for the Mayor of Garstang for the Civic year 2023 – 2024.

Councillor Perkins proposed that Councillor Alan Pearson be elected to the office of Mayor of Garstang Town Council for the ensuing municipal year 2023 - 2024.

Councillor Allan seconded the proposal.

**Resolved:** Councillor Pearson be elected to the office of Mayor of Garstang Town Council for the municipal year 2023 - 2024.

The Mayor's chain was handed over to Councillor Pearson.

Councillor Leech presented the Mayoress chains to Councillor Pearson's wife, Liz.

Councillor Pearson presented the outgoing Mayor, with a 'Past Mayor' broach. The outgoing Mayor, then took a seat next to his wife, in the public area, as he ceased to be a Councillor.

Councillor Pearson signed the declaration of acceptance.

Bouquets were presented to the outgoing Mayoress, Hannah Leech and incoming Mayoress, Liz Pearson.

Councillor Pearson gave his Mayor's speech.

### **02(2023-24) Declarations of acceptance of office by Councillors**

The Clerk reported that all Councillors, present at the meeting, had signed their declarations of office.

**Resolved:** The Council resolved that the declarations of office for Councillors Atkinson, Dyer and Mitchell would be received by 31 May 2023.

**03(2023-24) Election of Deputy Mayor**

**Resolved:** The Council deferred this item to the next Council meeting on 19 June 2023.

**04(2023-24) Apologies for absence**

Councillors Atkinson, Dyer and Mitchell.

**05(2023-24) Declaration of Interests and Dispensations**

No disclosures of pecuniary and non-pecuniary interests or dispensation were received from Councillors.

**06(2023-24) Review of Committee Terms of Reference and Scheme of Delegation**

**Resolved:** The Council received and adopted the [Committee Terms of Reference and Scheme of Delegation](#) for the ensuing Civic Year 2023 - 2024.

**07(2023-24) To appoint members to serve on standing committees of the Council**

**Resolved:** The following appointments were made onto Committees.

The Finance and Amenities Committee  
The Committee will comprise 6 members  
The quorum of the committee shall be 3 members

	<b>Councillor</b>
1.	Allan
2.	Halford
3.	
4.	
5.	
6.	
ex-officio	Alan Pearson
ex-officio	

The Personnel Committee will comprise 6 members  
The quorum of the committee shall be 3 members

	<b>Councillor</b>
1.	Allard
2.	Brooks
3.	Perkins
4.	Webster
5.	
6.	
ex-officio	Alan Pearson
ex-officio	

The Planning Committee will comprise 6 members  
The Quorum of the committee shall be 3 members

	<b>Councillor</b>
1.	Allan
2.	Allard
3.	Perkins
4.	Webster
5.	
6.	
ex-officio	Pearson
ex-officio	

**08(2023-24) Appointment of Representatives to Outside Bodies**

**Resolved:** Councillors approved the following appointments:

Lancashire Association of Local Council (LALC – Wyre Area Committee; 3 vacancies) - No appointments  
Fairtrade Steering Group – Councillor Allan  
Wyre Flood Forum – Councillor Brooks  
Millennium Green Trust – Councillor Halford  
Planning Ambassador – Councillor Brooks  
Town Trust – Councillors Halford and Allan (part way through their term of office on the Town Trust) and 2 vacancies - Councillors Perkins and Webster.

**09(2023-24) General power of competence**

**Resolved:** That having two thirds of its councillors, duly elected Councillors for Garstang as detailed on the 'notice of uncontested election', dated 5 April 2023 and having a qualified Town Clerk (including S7 of CILCA 2012) the Council re-adopted the General Power of Competence.

**010(2023-24) Calendar of Town Council Meetings for the Civic Year 2023/2024**

**Resolved:** Councillors approved the following Council and Committee meeting dates for the 2023 - 2024 Civic year.

Full Council (7.30pm) and Planning Committee meetings before Full Council.

Monday 15 May 2023  
Monday 19 June 2023  
Monday 17 July 2023  
Monday 21 August 2023  
Monday 18 September 2023  
Monday 16 October 2023  
Monday 20 November 2023  
Monday 4 December 2023  
Monday 15 January 2024  
Monday 19 February 2024  
Monday 18 March 2024  
Monday 15 April 2024  
Monday 20 May 2024  
Thursday 23 May 2024 Annual Town council meeting

Thursday 25 April 2024 – Annual Town meeting - a meeting of the town electors and Awards evening

Finance Committee meetings

11 July 2023

31 October 2023

9 January 2024

23 April 2024.

Personnel Committee meetings

7.00pm, 28 June 2023

7.00pm, 13 September 2023

7.00pm, 31 January 2024

7.00pm, 1 May 2024

**The Meeting Finished at: 8.45pm**

The Mayor invited Revd Michael Hutchinson to say grace and invited guests to take refreshments.

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