



Garstang Town Council

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Garstang Scout and Guide

Headquarters

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Full Council Meeting, 11th December 2023 Minutes

Minutes of the Town Council meeting, held at Garstang library, on Monday, 11 December 2023, 7.30pm.

Present

Chairman; Councillor Pearson

Councillors present: Allan, Allard, Brooks, Halford, Pearson, Perkins and Rogers.

Also present: Town Clerk, Edwina Parry, County Councillor Turner (part), PCSO Creighton & PCSO Yates (part), Wyre Councillor Dulcie Atkins & Wyre Councillor Robert Atkins (part), and 3 members of the public (part).

186(2023-24) Apologies for absence

Councillors Atkinson, Dyer and Webster.

187(2023-24) Declaration of Interests and Dispensations

There were no Declarations of Interest declared or requests for dispensations..

The Council noted that, Reference Standing Orders point 13, the Proper Officer has approved dispensations for all Councillors living within the Township of Garstang, to participate in precept discussions and decisions up to the election in 2027.

188(2023-24) Public participation

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

PCSO Creighton reported that the Victorian Festival had gone very well from the policing point of view. There had been no traveller logs recently. County Councillor Turner thanked the police on their recent input with traveller activities. There had been a couple of nuisance incidents.

Wyre Councillor Robert Atkins spoke about an articulated wagon getting stuck in Church Street. The Mayor replied that Bridge Street was temporarily closed this week due to BT works outside the NatWest building. The Council urged, County Councillor Turner to ensure that cones were in place along Church Street to prevent vehicles parking there and enable the diverted traffic to flow without obstruction.

2 residents of The Moorings reported that they were not satisfied with the response from Lancashire County Council (LCC) about the traffic and parking

issues. The police responded that Sgt. Lister would be attending the site this Wednesday, 13/12/23. The residents asked that they be invited to the meeting to explain the issues in further detail. County Councillor Turner asked to be notified of the outcome of the meeting. The Mayor advised that if a letter of support was sought from the Town Council, this could be raised as an agenda item at the next Council meeting on 15/1/2024.

County Councillor Turner thanked the Clerk for passing on a local resident's concerns about road markings. LCC had now raised orders to get both of the roundabout's markings refreshed at, the junctions of Park Hill Road with Windsor Road and Lancaster Road with High Street, and the lining team will attend these locations at their earliest opportunity.

Wyre Councillor Dulcie Atkins reported that she sits on the Planning Committee at Wyre Council and would not participate in any discussion on item 9 relating to Garstang Sports Club.

Wyre Councillor Robert Atkins reported that he had attended the new sub Committee of the Council; he was Chairman of Overview and Scrutiny Climate Change Sub-Committee. The next task that the Committee would be scrutinising is vehicle car charging facilities.

The meeting was reconvened.

189(2023-24) Announcements

Councillor Pearson announced:

- i. He had attended the Christmas Lights switch on, on 27/11/2023 and both Victorian Festivals on 4/12/2023 and 5/12/2023. He congratulated and thanked all Councillors involved in these events.
- ii. He would be attending the Garstang Theatre Group pantomime on 15/12/2023 and Royal Voluntary Service Lunch and the Talking Cafe on 14/12/2023.
- iii. He thanked the Council for their work this year and he wished everyone a Happy and Blessed Festive season.

190(2023-24) Minutes of the last meeting

Councillors were asked to approve, as a correct record, the minutes of the meeting held on 20 November 2023.

Resolved: The minutes of the meeting held on 20 November 2023 were confirmed and signed as a true record.

191(2023-24) Finance payments

The Clerk reported that voucher158, had been amended; the total amount payable was £38.50. Councillor Allan pointed out that there was a typo with the invoice date for vouchers 160 & 161. The Clerk agreed and said that she would correct the invoice date.

Resolved: Councillors approved the payments as detailed in the Appendix.

192(2023-24) Greater Garstang Partnership Board, Councillor Pearson

Councillor Brooks asked what the Mayor's vision was of the Greater Garstang Partnership Board (GGPB). Councillor Pearson replied that the Town Council gave their views on the GGPB, as a corporate body view and not an individual Councillor response. Councillor Allan advised that Councillor Brooks should read the 'Regeneration Framework' to get the vision of the GGPB. Any further questions to be addressed outside the meeting.

Councillor Pearson reported that the Minutes of the meeting held on 14/11/2023 had been circulated.

Councillor Allan gave an overview on the Garstang Waves project on 15,16 and 17 March 2024.

193(2023-24) Start time of monthly Full Council meetings, Councillor Rogers

Resolved: The Council did not vote in favour that Full Council meeting should start at 7.00pm instead of the current time of 7:30pm.

194(2023-24) Garstang Sports Club, Councillor Pearson

Resolved: The Council agreed that the Council write a letter of support, to the Lancashire Environmental Fund, for the improvement and renovation of the current Sports Club facility.

The letter to include that the Council supports the upgrade the Clubhouse to make it more accessible for groups within the local Community to use in connection with public events and meetings.

195(2023-24) Garstang Walking Festival 2024

The Council considered the following correspondence from Alison Boden, Coast & Countryside Manager, Wyre Council.

We are working on the development of the 2024 Garstang Walking Festival which is coordinated by the Friends of Garstang Walking Festival and supported by Wyre. The dates for 2024 are Saturday 4 – Sunday 12 May and we will have a programme of up to 50 walks or activities during the week.

We hope that the festival can help to promote Garstang and enable visitors and locals to experience the best of its countryside, town and coast natural and cultural heritage and we are also interested in exploring opportunities to make the most of this festival to benefit the local community and businesses in the area. Our draft programme of walks is nearly finalised and we are working on the draft of the brochure which we hope will be available in February 2024.

Resolved: That the Mayor, Councillor Pearson and the Clerk meet with Alison Boden and her team to chat through the programme and discuss opportunities to promote the festival and Garstang together.

196(2023-24) Items for next Council monthly agenda

Councillors were 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 January 2024** by notifying the Clerk by **7 January 2024**. 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: 8.58pm

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197(2023-24) Clerk's Report

a) Lancashire County Council - Public Realm Agreement (email dated 17/11/2023, circulated on Teams).

Lancashire County Council - Public Realm Agreement (email dated 17/11/2023, circulated on Teams). Please find below information regarding Public Realm Agreements. If you would like further information or discussion, please email HighwaysBSWest@lancashire.gov.uk

Lancashire County Council works with Borough and District Councils to deliver public realm services in your area. This is done through a public realm agreement and each district determines the functions that it carries out locally. Those functions not taken up by the Borough or District are carried out by LCC as a countywide activity.

The functions included in the public realm agreement:

Amenity Grass Cutting – 8 cuts per year of urban grass areas (verges and roundabouts) which are part of the adopted public highway.

Rural Flail cutting – 3 cuts per year of grassed adopted public highway on the minor network which are safety critical such as visibility splays to junctions.

High Speed Flail – 3 cuts per year of grassed adopted public highway on sections of road 40mph and over which are safety critical.

Leaf clearance – Removals and disposal of leaf fall from highways at identified safety critical areas.

Sand Clearance (Where relevant) - Removal and disposal of windblown sand from highways and footways

Weed treatment – Reactive treatment to prevent the growth of weeds on the adopted public highways and footways within an identified area.

2 treatments per year in May/ June and August/ September

Maintenance of Trees – Maintenance of highway trees within the adopted public highway.

Shrubs – Maintenance of shrubs within highway verges to the LCC specification standard on the adopted public highway at identified areas.

Some Parish and Town Councils already undertake this work under agreement with Lancashire County Council, however we recognise that more Parish Councils may be interested in undertaking some of these functions themselves and if you would like some further discussion about how you can do this, please email your interest to our dedicated email address at: HighwaysBSWest@lancashire.gov.uk

b) Notification of tree safety works to LCC adopted highway trees.

Following on from our recent cyclic safety inspection by our tree inspectors, a number of trees have been identified for safety critical works to be undertaken. The majority of these are due to ash dieback and the subsequent terminal decline it leads to.

The trees, located along the A6 carriageway (Garstang Road; Preston Lancaster New Road; Main Road), have been tagged with either a

white or red numbered tag. The red tags identify the trees we have identified for removal due to condition and risk posed to members of the public, due to condition and defects.

c) Vacancy for Garstang Town Councillors

No applications were received, hence the scheduled extraordinary meeting was cancelled on 29/11/2023

The Clerk will include a timescale on January's 2024 agenda

d) Lancashire Devolution Newsletter (email dated 5/12/2023 has been circulated)

198(2023-24) Councillor Report

None

199(2023-24) Outside body representatives

None received

200(2023-24) Mayor's engagements

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Appendix

1) Item 6: Finance payments

Voucher No	Date	Net	VAT	Total	Cashed Date	Invoice Date	Description	Supplier	Bank
170	11.12.2023	£58.80	£11.76	£70.56			Subscription charges	Microsoft (Microsoft)	Lloyds Bank
169	11.12.2023	£29.98	£6.00	£35.98		02.12.2023	Annual subscription	Cloud Next Limited	Lloyds Bank
168	11.12.2023	£30.00	£6.00	£36.00		30.08.2023	Training	SLCC Enterprises Ltd	Unity Trust Bank
167	11.12.2023	£3,339.23	£0.00	£3,339.23		01.12.2023	P30	HMRC (HM Revenue & Customs)	Unity Trust Bank
166	11.12.2023	£350.00	£0.00	£350.00		27.11.2023	Event Support	Darrel Edwards	Unity Trust Bank
165	11.12.2023	£52.37	£10.47	£62.84		16.10.2023	Printing	Colin Cross Printers	Unity Trust Bank
164	11.12.2023	£25.00	£0.00	£25.00		22.11.2023	Annual membership	Loyal Company of Town Criers	Unity Trust Bank
163	11.12.2023	£25.00	£5.00	£30.00		30.11.2023	Securing gate at Moss Lane Park	Austin Walmsley Ltd	Unity Trust Bank
162	11.12.2023	£17.00	£3.40	£20.40		30.11.2023	Printing	Colin Cross Printers	Unity Trust Bank
161	11.12.2023	£105.00	£0.00	£105.00		27.11.2023	Christmas Lights refreshments	Royal Oak Hotel and Public House	Unity Trust Bank
160	11.12.2023	£125.00	£0.00	£125.00		27.11.2023	Christmas Lights switch on entertainment	Dave Hall (Blackpool Brass Band)	Unity Trust Bank
159	11.12.2023	£25.00	£0.00	£25.00		16.11.2023	Talking cafe room hire	Garstang Arts Centre	Unity Trust Bank
158	11.12.2023	£38.50	£0.00	£38.50		02.12.2023	room hire	LCC (Lancashire County Council)	Unity Trust Bank
157	11.12.2023	£8.26	£1.65	£9.91		12.11.2023	Mobile wi-fi	3 Three	Unity Trust Bank
156	11.12.2023	£1,216.84	£0.00	£1,216.84			Pension	LCC (Lancashire County Council)	Royal Bank of Scotland
155	11.12.2023	£12.54	£2.51	£15.05		30.11.2023	Mobile phone	Vodafone (Vodafone)	Unity Trust Bank
154	11.12.2023	£35.04	£7.01	£42.05		24.11.2023	Materials	C&C Supplies (C&C Supplies Collinson Ltd)	Unity Trust Bank
152 & 153	11.12.2023	£3,210.62	£0.00	£3,210.62			"To be paid electronically on 26/12/2023, 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 "	Clerk and Lengthsman salaries	Unity Trust Bank