



Garstang Town Council

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Garstang Scout and Guide

Headquarters

Kepple Lane

Garstang

PR3 1PB

Full Council Meeting, 20th January 2025 Agenda

Councillors and members of the press & public

You are summoned to attend the meeting of the Council to consider the items detailed on the attached agenda.

The meeting will be held at Garstang library,
Windsor Road, Garstang, PR3 1EX
on Monday, 20 January 2025 at 7.30pm.

Members of the public and press are invited to attend the meeting

Please contact the Clerk by 13.00, Monday, 20 January 2025, to express your interest in attending the meeting.

Recording of Public Council Meetings

Please be aware that the public meeting may be recorded for the accuracy of the minutes.

As per standing orders 12g; for any meeting that has been recorded the recording will be kept for a period of 6 months after the minutes have been approved as accurate before the recording is deleted.

E Parry

Town Clerk

14th January 2025

Agenda

- 1) **Apologies for absence**
To receive apologies for absence.
- 2) **Declaration of Interests and Dispensations**
To receive disclosures of pecuniary and non-pecuniary interests and dispensation requests from Councillors on matters to be considered at the meeting.
- 3) **Public participation**
The Mayor will ask Councillors to agree to adjourn the meeting to allow non-Councillors to speak and will ask Councillors to agree to reconvene the meeting on the conclusion of the public participation.
The Clerk is reminding Councillors of standing orders applying to public question time:
 - 3e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
 - 3h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
 - 3f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.
- 4) **Mayor Announcements – for information**
- 5) **Minutes of the last meeting – for decision**
Councillors are asked to approve, as a correct record, [the minutes of the meeting held on 16 December 2024](#).
- 6) **Finance payments, RFO – for decision**
Councillors are asked to approve the payments, detailed vouchers 159 - 170, in the Appendix.
- 7) **Electric assisted bikes for the PCs/PCSOS in your community, Clerk – for decision**
Sergeant Elliot Jones, Wyre Neighbourhood Police (NHP) for Garstang/ Poulton & Over Wyre has been conducting research into the use of E-Bikes. 'The bikes will enable my staff to get around easier and further when we have vehicle issues, but more importantly, to go places that our cars cannot. Many times, with e-scooters, Bikes. E-bikes and ASB we are dealing with parks, paths, and alleys. The engagement in school, and the awareness and safety options for children they would offer is irreplaceable.

[Correspondence has been circulated](#), asking each Parish Council for a nominal sum of money, £150, to help me achieve my goal and objective.

Question for the Council:

Does the Council wish to give £150 to this initiative? The RFO is advising that if the Council choose to support the initiative, funding could be met from EMR New Community Investment, with a balance of £4,000. The scope for this EMR is: - Reserves to generate a fund for new capital investment for the benefit of the community. - Including expanding existing amenities sites, major asset enhancement, strategic asset acquisition (including but not limited to a community hall) & delivery of the council's strategic plan for the benefit of the local community.

8) **Section 106 funding update, Councillor Keyes and Councillors Arkinson & Webster – for decision**

The full report is detailed in the Appendix.

Proposal: Does the Town Council approve that the Clerk approaches the Integrated Care Board (ICB) to investigate if funding will be provided in due course to Garstang Medical centre?

9) **Greater Garstang Partnership Board, Councillor Pearson – for decision, discussion and information**

An opportunity for Councillors to ask any questions and discuss issues relating to the GGPB.

For information: [Minutes of the meeting held on 5 November 2024](#) have been circulated.

Following previous comments and questions at previous meetings Councillor Pearson [as current Chair of the Board] was requested to clarify the nature of the relationship between the Town Council and the Board.

These questions were put to the Wyre representative on the Board who also acts as secretary to the Board. Answers were received and duly noted.

In the Appendix the terms of reference of the Board and Wyre Officer responses have been listed.

For decision:

Councillors are asked to:

- i) Accept the circulated Terms of Reference for the Town Council.
- ii) Note and accept the response from the Wyre Officer that the Town Council does not have specific responsibilities for the Board.
- iii) Going forwards, to endorse that any projects or any funding opportunity submissions, to be taken forward by the GGPB, have been approved and resolved by the Town Council (as per example minute 136(2024-25) Moss Lane Park Improvements and Grant Funding)

10) **Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public**

To resolve that in accordance of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, the press and public be excluded from the meeting.

11) **Staffing matter, Councillor Halford and the Clerk– for decision**

12) **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.

13) **Items for next Council monthly 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 **17 February 2025** by notifying the Clerk by **9 February 2025**. 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

For Information Only

- 14) **Clerk's Report**
 a) Lancashire Fire and Rescue Service - [Hot Topics January 2025](#)
 b) [Temporary Road Closure Nateby Crossing Lane, Nateby on 22.02.25-23.02.25](#) to enable Section 50 works to install 2 x road crossings & HV cable to be carried out by Aptus Utilities.

15) **Councillor reports**
 None.

16) **Outside body representatives**
 None received

17) **Town Crier's engagements**

Date	Event
3.10.2024	URC Coffee Morning
17.10.2024	Advertising Harvest Festival Event
19.10.2024	Harvest Festival Event
26.10.2024	Art Centre Christmas Craft Fair
7.11.2024	URC Coffee Morning
10.11.2024	Remembrance Service
14.11.2024	Meeting with councillors and Town Clerk
25.11.2024	Christmas Light Switch on
27.11.2024	Lancashire Day
2.12.2024	Victorian Festival
3.12.2024	Victorian Festival
5.12.2024	URC Coffee Morning
8.12.2024	Santa Dash
19.12.2024	Rotary Santa Cherestanc Square

18) **Mayor's engagements**

Date	Event

Appendix

1) Item 6: Finance payments

Voucher No	Date	Net	VAT	Total	Description	Supplier	Bank
170	13.01.2025	£11,447.51	£2,289.51	£13,737.02	Lengthsman machinery	Mowerpower Ltd	Unity Trust Bank
169	20/01/2025	£ 1,243.65	£ 248.73	£ 1,492.38	Lengthsman machinery	Glasdon UK Limited	Unity Trust Bank
168	20/01/2025	£ 55.00	£ 11.00	£ 66.00	Annual membership	The National Allotment Society	Unity Trust Bank
167	20/01/2025	£ 35.00	£ -	£ 35.00	Annual membership	Loyal Company of Town Criers	Unity Trust Bank
166	20/01/2025	£ 16.53	£ 3.31	£ 19.84	Supplies	Bradshaws	Unity Trust Bank
165	20/01/2025	£ 46.00	£ -	£ 46.00	room hire	LCC (Lancashire County Council)	Unity Trust Bank
164	20/01/2025	£ 180.00	£ 36.00	£ 216.00	Preparation of payroll	Towers+Gornall	Unity Trust Bank
163	20/01/2025	£ 1,315.78	£ -	£ 1,315.78	Pension	LCC (Lancashire County Council)	Royal Bank of Scotland
162	20/01/2025	£ 2,476.17	£ -	£ 2,476.17	P30	HMRC (HM Revenue & Customs)	Unity Trust Bank
161	20/01/2025	£ 74.06	£ 14.82	£ 88.88	Materials	C&C Supplies (C&C Supplies Collinson Ltd)	Unity Trust Bank
159 and 160	20.01.2025		£0.00	£ 3,415.19	Staff costs "Salary to be paid electronically on 24/01/2025, Clerk: LC2 range SCP 19-32, 'National Agreement on Salaries and Conditions of service of Local Council Clerks in England & Wales 2004', Lengthsman NJC point 4 – 6 Salary Scale.		Unity Trust Bank

2) **Item 8: Section 106 funding update, Councillor Keyes and Councillors Arkinson & Webster**

1.0 Agenda Item: Proposal: Does the Town Council approve that the Clerk approaches the Integrated Care Board (ICB) to investigate if funding will be provided in due course to Garstang Medical centre?

2.0 Background Information:

Further information has come to hand regarding Garstang Medical Centre funding that has been allocated to development PA20/00212/FULMAJ but not to PA 22/00423/OULMAJ. Should Full Council approve questioning both Wyre, Lancashire and Cumbria NHS if funding will be provided in due course as Blackpool Teaching Hospital has requested funding for PA 22/00423/OULMAJ.

An email was sent to Fiona Riley 9/1/2025

The working party have picked up the following and wondered if you could advise re S106 funding.

Reference 22/00423/OULMAJ - there is an S106 document which doesn't suggest any funding towards Garstang Medical Centre, but there is about transport and education - which is of course very important. There is also a consultee document from Blackpool Teaching Hospital requesting close on £400M for funding.

Would Garstang Town Council be able to request funding towards Garstang Medical Centre as mitigation for the extra number of potential patients resulting from the development. I'm not sure that Garstang Medical Centre even know about the development. I'm taking it that we would have to contact the Integrated Health Board, who may indeed have something in mind that we don't know of.

Response from Fiona Riley 9/1/2025

The Integrated Care Board (ICB) can be contacted via [LSC Integrated Care Board :: General enquiries](#). The ICB did not request contributions for the planning application, hence why there is no contributions included in the S106 agreement.

I'm afraid I do not have any up to date knowledge on whether the ICB have any specific projects planned for the Garstang Medical centre, it might be useful for you to approach the ICB to investigate (see link above). Monies towards healthcare provision for Garstang are included in other S106 agreements. We have in December published the Dec 2024 [Infrastructure Funding Statement](#) that provides the latest summary of S106s monies - you might find useful in general to understand wider S106s being collected in the area.

As the planning permission and S106 has already been determined, further monies cannot be requested by the ICB for this development.

3.0 Background Documents:

None

4.0 Implications to be completed by the Councillor and Clerk:

None

3) **Item 11: Greater Garstang Partnership Board, Councillor Pearson**

The Wyre representative gave the following comments by email

1. I think that the ToR for GGPB were last looked at Sep 2021 (attached). I'm not aware that the Town Council have specific responsibilities for the Board. The Town Council have up to 3 representatives – this was retained when the Board was restructured in 2023 and noted in Jan's report about the proposals

2. The Fleetwood board includes representatives from their town council. A copy of the Terms of Reference for this board are attached for your interest. For awareness the towns of Poulton & Cleveleys don't have town councils. [Councillor Pearson comments this paragraph was included to clarify the nature of different Boards]

3. The Town Council can bring forward suggestions for UKSPF projects. Until we receive the details of the 'generation 2' allocation and the stipulations of the Fund, which are unknown to us to date, we will consider outline business cases for priority projects that demonstrate that they can be delivered, with outcomes, by 31 March 2026. The method of selection will be finalised once all details have been considered, and we assume, will need to be signed off by the Ministry in the first instance.

Greater Garstang Partnership Board overview - Terms of Reference

<p>Frequency: Monthly</p> <p>Duration: 1 ½ hours</p> <p>Location: Teams or group meeting at venue tbc (COVID permitting)</p>	<p>Required Attendees: -</p> <ul style="list-style-type: none"> ▪ Board members ▪ Invited speakers ▪ Theme leads 	<p>Purpose:</p> <p>The main purpose of the Greater Garstang Partnership Board is to work in partnership with Wyre Council and Garstang Town Council for the development and implementation of the Garstang Town Centre and Greater Garstang Regeneration and Investment Framework.</p>
<p>Inputs:</p> <ul style="list-style-type: none"> ▪ Regeneration Framework development and timescales ▪ Updates on Funding opportunities ▪ Projects being progressed within the town centre ▪ Action log 		<p>Outputs:</p> <ul style="list-style-type: none"> ▪ Brief minutes confirming significant proposals ▪ Action log identifying owner and time scale ▪ Meeting Minutes/action log to be issued 1 week post meeting
<p>Agenda:</p> <p>To be issued 7 days before next meeting but will include the following standard items –</p> <ul style="list-style-type: none"> ▪ Review of previous meeting minutes and actions ▪ Update on Regeneration and Investment Framework ▪ Update on key themes as appropriate from Theme Leads ▪ A.O.B. 		<p>Ground Rules:</p> <ul style="list-style-type: none"> • At least 6 required attendees must attend to ensure each meeting is quorate • If a required attendee cannot attend, they may send a nominated deputy. • Action owners must ensure they provide an update for the action log at least 1 week before the date of the next meeting.