



Garstang Town Council

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Full Council Meeting, 20th January 2025 Minutes

Minutes of the Town Council meeting, held at Garstang library, on Monday, 20 January 2025, 7.30pm.

Present

Chairman; Councillor Halford

Councillors present: Allan, Allard, Brooks, Forshaw, Halford, Keyes, Pearson, Perkins and Webster.

Also present: Town Clerk, Edwina Parry, Wyre Councillor Dulcie Atkins, Wyre Councillor Robert Atkins, Wyre Councillor Alice Collinson and Sergeant Jones.

146(2024-25) Apologies for absence:

Councillor Atkinson.

County Councillor Turner

147(2024-25) Declaration of Interests and Dispensations

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

148(2024-25) Public participation

The meeting was adjourned to allow members of the public to speak. A summary is provided below.

Sergeant Jones reported that the police had had a positive good few months, in relation to incidents in the town. The Wyre neighbourhood policing team (NHP) were involved with Pub watch, which involved partnership working with the Wyre licensing team. An extra PC had been recruited onto the NHP; a great additional resource to have. The police were having a purge on drink and drugs driving. New CCTV was in place at Wyre Council manned by volunteers.

The Mayor raised the issue of parked vehicles blocking footpath along Lancaster Road when rugby events were taking place at the Sports and Social Club on a Sunday. Sgt Jones responded that he would take a look at the issues.

The meeting was reconvened and the Council agreed to bring forward item 7.

149(2024-25) Electric assisted bikes for the PCs/PCSOS in your community, Clerk

Councillors noted the background report relating to the agenda item. Sergeant Elliot Jones, (Wyre Neighbourhood Police (NHP) for Garstang/ Poulton & Over Wyre) reported that he wanted officers to be visible dealing with Anti-Social behaviour on pathways, canal routes, parks etc. and that having a presence in these areas would act as an engagement tool.

Resolved: The Council agreed to give £150 as a contribution towards purchasing 2 bikes for the Garstang area from the from EMR New Community Investment.

Sergeant Elliot Jones left the meeting.

150(2024-25) Public participation – continued from minute 148

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

Wyre Councillor Dulcie Atkins spoke about Wyre Council taking on the lease for the Oak Road swimming pool; there are currently no plans to do anything different to it; enlarge or to sell it. The YMCA contract was coming to an end and there are bids in progress to take over the contract. She encouraged Councillors and, in turn, residents/users of the Skateboard park to complete the Wyre consultation exercise.

Wyre Councillor Robert Atkins spoke about the number of shops that are closing in the High Street.

The Mayor raised a question about Wyre Council's Legacy project funds which he had heard about whilst attending a Claughton parish council meeting. How could Garstang apply for this funding? A discussion took place on this funding. Wyre Councillor Dulcie Atkins said that she would follow this up with the Leader of the Council.

The meeting was reconvened.

151(2024-25) Mayor Announcements

Councillor Halford announced:

- i) Condolences to Councillor Pearson and his wife on the passing of his mother in law.

152(2024-25) Minutes of the last meeting

Councillors were asked to approve, as a correct record, the minutes of the meeting held on 16 December 2024.

Resolved: The minutes of the meeting held on 16 December 2024 were confirmed and signed as a true record.

153(2024-25) Finance payments

Councillors were asked to approve the payments, vouchers 159 - 170, in the Appendix.

Resolved: Councillors approved the payment voucher numbers 159 - 170, as detailed in the Appendix.

154(2024-25) Section 106 funding update, Councillor Keyes and Councillors Atkinson & Webster

Resolved: The Town Council approved that the Clerk approaches the Integrated Care Board (ICB) to investigate if funding will be provided in due course to Garstang Medical centre for planning application 22/00423/OULMAJ.

155(2024-25) Greater Garstang Partnership Board, Councillor Pearson

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

Minutes of the meeting held on 5 November 2024 had been circulated.

Councillor Pearson reported that the works at the High Street pinch points, Cherestanc Square and the Weinds would be completed by the end of March 2025.

Resolved: The Town Council

- i) Accepted the circulated Terms of Reference for the Town Council (detailed in the Appendix).
- ii) Noted and accepted the response from the Wyre Officer that the Town Council does not have specific responsibilities for the Board.
- iii) Endorsed that any future projects or any funding opportunity submissions, to be taken forward by the GGPB, are to be approved and resolved by the Town Council (as per example minute 136(2024-25) Moss Lane Park Improvements and Grant Funding)

156(2024-25) Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public

The Council resolved 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.

157(2024-25) Staffing matter, Councillor Halford and the Clerk - Lengthsman Winmarleigh Parish Council

Resolved: The Town Council responds that the Lengthsman is interested in the position of Lengthsman at Winmarleigh Parish Council and that they contact him directly.

158(2024-25) Public Bodies (Admission to Meetings) Act 1960 - Re-admission of the Press and Public

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

159(2024-25) 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 **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

It was agreed that an update on Allotments would be placed on the agenda.

The meeting finished at: 8.47pm

DRAFT

For Information Only

160(2024-25) 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.

161(2024-25) Councillor reports

None.

162(2024-25) Outside body representatives

None received

163(2024-25) 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

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	£13,737.00	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

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.