



Garstang Town Council

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Amenities & Public Realm Committee Meeting, 18th August 2025 Agenda

Amenities & Public Realm Committee Members and members of the press & public

You are summoned to attend the meeting of the Amenities & Public Realm Committee to consider the items detailed on the attached agenda.

The meeting will be held at Garstang library,
Windsor Road, Garstang, PR3 1EX
on Monday, 18 August 2025 **at 6.40pm**

If you are unable to attend please could you submit an apology to the Clerk.

Please contact the Clerk by 13.00, Monday, 18 August, to express your interest in attending the meeting, This helps Council answer your questions on the evening.

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,
13th August 2025

Agenda

1) **Appointment of Chair – for decision**

2) **Appointment of Deputy Chair – for decision**

3) **Apologies for Absence**

To receive apologies for absence.

4) **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.

5) **Public Participation**

The Chairman 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.

6) **Reference – for information**

The Clerk is reminding the Committee of the [Terms of Reference and Scheme of Delegation](#).

The primary responsibility of this Committee will be to oversee the Council's public realm activities and maintain and enhance open spaces, including infrastructure improvements, installation of furniture and general improvements to amenity space

7) **Update on ongoing projects, initiatives and issues, Officers – for decision and information**

Councillors are asked to consider the [task and project list](#) prepared by the Lengthsman.

The Committee are asked to:

- i) Consider and raise any questions/queries which require an update from relevant officers.
- ii) Determine the priority setting for projects detailed under points 2 and 4.

8) **Budget for Amenities & Public Realm Committee, Clerk & RFO – for decision**

ii) To assess the budget requirements of this Committee annually and submit this request to the Proper Officer for budget consideration;

The Committee are asked to determine a preliminary budgetary figure for 2026/27, as per above terms of reference, to fit in with the Finance & Governance Committee who will be meeting on 7/10/2025. (This Committee next meet on 20/10/2025). The figures are indicative at this stage and can be adjusted at October's meeting.

[Current Budget Overview and EMR's figures](#) have been circulated.

9) **Creation of a working group to develop a plan for Kepple Lane Park,
Officers – for decision**

To consider the formation of a Working Group to develop a plan for Kepple Lane Park. Officers recommend that the group be established to prepare proposals for improvements and future use of the park.

Councillors are invited to volunteer to join the Working Group.

The Chair will call for nominations onto the working group (Daytime availability is key).

10) **Items for next agenda: Explore potential grants, partnerships - for
decision**

Do Councillors wish to put forward any items?

11) **Date of next meeting**

20 October 2025.