



Garstang Town Council

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

Present

Chairman; Councillor Pearson

Councillors present: Allan, Keyes, Hesketh and Pearson.

Councillor Webster (ex-officio member).

Also present: Town Clerk and Lengthsman.

001(2025-26) Appointment of Chair

Resolved: Councillor Pearson was appointed Chair.

002(2025-26) Appointment of Deputy Chair

Resolved: Councillor Allan was appointed Deputy Chair.

003(2025-26) Apologies for Absence

Councillor Halford.

Councillor Perkins (ex-officio member).

004(2025-26) Declaration of Interests and Dispensations

None.

005(2025-26) Public Participation

None.

006(2025-26) Reference

The Clerk reminded 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.

007(2025-26) Update on ongoing projects, initiatives and issues, Officers

The Lengthsman presented the task and project list. The task list was well received by the Committee. Officers responded to questions and queries raised by Councillors. Staff were asked to ensure that all tasks were encompassed on the sheet (for example the purchase of 2 new benches for Kepple Lane Park,

with a due date). Councillor Webster will provide the Clerk with a Regenda contact to help with the hedge at Marshaw Place.

Resolved: The priority settings for projects detailed under points 2 and 4, was delegated to staff.

008(2025-26) Budget for Amenities & Public Realm Committee, Clerk & RFO

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

The Committee was 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.

Resolved: The preparation of the Committee's first draft budget was delegated to staff; the RFO will circulate a request to Councillors for budget submissions.

009(2025-26) Creation of a working group to develop a plan for Kepple Lane Park, Officers

The Committee was asked to consider the formation of a Working Group to develop a plan for Kepple Lane Park. Officers recommended that the group be established to prepare proposals for improvements and future use of the park.

Resolved: Councillors Pearson and Keyes to form a working group with the Lengthsman. The Working Groups would investigate issues, develop proposals, consult stakeholders, and draft reports, but cannot make binding decisions or approve budgets and must report back to the parent committee within the scope of their terms of reference

010(2025-26) Items for next agenda: Explore potential grants, partnerships

No items were put forward for the next Committee meeting, by Councillors.

It was agreed that agenda submissions would be submitted to the Clerk as per Full Council standing orders terms.

011(2025-26) Date of next meeting

20 October 2025.

Agenda items to be submitted, to the Clerk, by 12 October 2025.

The Meeting Finished at: 7.21pm