



Garstang Town Council

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Amenities & Public Realm Committee Meeting, 30th June 2026 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 Tuesday, 30 June 2026 **at 7.00pm**

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

Please contact the Clerk by 13.00, Tuesday, 30 June, 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,
24th June 2026

Agenda

(Time allocation for items 1 to 7 – 7.00pm – 7.10pm)

- 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) **Minutes of the last meeting – for decision**
Councillors are asked to approve, as a correct record, the [minutes of the meeting held on 10 February 2026](#).
- 7) **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

(Item 8 to end of agenda 7.10 - 7.59pm)
- 8) **Chairman's report – for information**
- 9) **Kepple Lane Park signage – for decision**
[New "welcome" signs for the park have been designed](#), as the current signs are not up to date and have incorrect information on them. The Clerk is advising that contact information and restrictions on dogs need to be reviewed/included on the new signs.
Feedback is sought from the Committee.
- 10) **Town Maintenance Service report – for information/decision**
The [Town Maintenance Service report for May 2026](#), including completed work, identified defects, and planned work for June 2026, has been circulated. It provides an overview of work carried out across the town last month. Is there anything the Committee would like the Lengthsman Team to focus on or prioritise?

- 11) **Kepple Lane Park – Working Group, Clerk – for decision**
The Kepple Lane Park Working Group was established as an officer-supported advisory group to assist with site-specific improvements and community engagement within the park.
Current Position:
The group is temporarily non-operational following the resignation of a councillor member. Friends of Kepple Lane Park activity has continued during this period.
- Recommendation to Committee**
That the Committee appoint a replacement councillor member to allow the Working Group to resume formal activity.
- 12) **Date of next meeting**
7.00pm, Tuesday 1st September 2026.

Appendix

Officer Project Update (For information)

a) Minute 044(2025-26) Kepple Lane Park – Goal Posts

Resolved: That officers circulate a questionnaire to local primary schools and the high school to seek views on desired facilities for the playing field. Following this consultation, officers will prepare costed options and report back to the Committee for further consideration.

This resolution is now progressing under Garstang Junior Football Club (GJFC) discussions.

b) Progressed/Progressing resolutions, Clerk

Minute	Item	Status
048(2025-26)	Memorial plaques and trees, Clerk	15/6/26 Full Council approved policy
049(2025-26)	Memorial Bench for AFVBC Members	254(2025-26) Memorial requests. Full Council approved bench. Clerk now progressing with Lead Lengthsman.

c) Outstanding resolutions of the Clerk

047(2025-26) Allotments – Ash Tree Removal

Resolved: That authority be delegated to the Clerk, in accordance with the Council's Financial Regulations, to arrange for the removal of the ash tree, subject to final checks on contractor competence and appropriate insurance.

045(2025-26) Kepple Lane Park – Outdoor Stage a) That officers include questions relating to the need for and potential use of a stage within the playing field questionnaire being circulated to local schools. That the Friends of Kepple Lane Park, along with other park users and local drama/musical groups, be consulted for their views.

b) That, subject to receipt of a formal quotation, a long-term structural solution be progressed (Option B). Councillor Allan suggested that any long term solution should include a canopy over the stage.

046(2025-26) Kepple Lane Park A6 Entrance

a) That officers obtain quotations for both options: making the informal access from the A6 impassable, and creating a formal, safe entrance to Kepple Lane Park.

b) That the Clerk seek advice from Wyre Council regarding the potential availability of Section 106 funding associated with the nearby development.

d) Moss Lane Park – Church Street Entrance (Accessibility)

Accessibility concerns raised by residents have been formally progressed with Lancashire Highways. The constraint created by a highway chicane approximately 900 mm from the park boundary fence has been assessed against statutory and best-practice accessibility standards.

Current Position:

The issue was logged via the Love Clean Streets system. An initial rejection

was challenged and re-submitted, referencing the legal minimum access width of 1000 mm and the preferred accessible width of 1500 mm.

What's Next:

A response from Lancashire Highways is still awaited.

e) Friends of Kepple Lane Park

Following the park's Silver Gilt award in Britain in Bloom, an officer-led initiative successfully re-established structured community involvement within the park.

Current Position:

The group now meets twice monthly and has established a core volunteer base of approximately eight active local members. Funding has been used to support habitat planting and biodiversity improvements within the park.

The group has supported a range of initiatives including social media engagement, volunteer work sessions, pollinator habitat enhancement, community outreach and preparations for Britain in Bloom judging. All current members are local residents who were not previously involved in organised park activities.

A sponsorship board has been designed and quotations obtained. Local businesses are being approached to support future improvements through sponsorship, with assistance being sought from members of Garstang4Business.

What's Next:

The group will continue to support biodiversity projects, community engagement and preparations for Britain in Bloom judging. Further work is planned to develop sponsorship opportunities, increase community participation and establish a dedicated volunteer-led social media presence.

f) War Memorial

Visual investigation suggests possible subsidence affecting the rear wall of the memorial. Early engagement with the War Memorials Trust has clarified potential funding routes.

Current Position:

The memorial remains open and safe for public use. The Trust typically funds up to 50% of eligible repair costs.

What's Next:

The Clerk to lead with a grant pre-application and further investigation work will be progressed before any repair works are undertaken.

g) Biodiversity – Hedgehog Habitat (Kepple Lane Park)

This project has evolved from an initial biodiversity proposal into a wider programme aimed at securing accreditation for Kepple Lane Park as a recognised hedgehog release site.

Current Position:

Blackpool Hedgehog Rescue has visited the site and provided accreditation criteria. Significant progress has been made towards meeting those requirements.

Management practices have been amended to improve habitat quality, including the creation of longer grass areas, the cessation of routine herbicide use within designated habitat zones, and the construction of a dead hedge which now functions both as wildlife habitat and a replacement barrier for a damaged section of fencing. The former access route has been successfully closed and the area is now providing additional habitat and nesting opportunities for wildlife.

The Friends of Kepple Lane Park group has supported habitat planting and wider biodiversity improvements. Leaflets promoting hedgehog highways have been designed and nesting boxes have been ordered.

An application is being prepared for the Lancashire County Council Champions Fund to support habitat enhancement works, including shrub planting and interpretation signage required to complete the accreditation programme.

What's Next:

Installation of nesting boxes, habitat signage and a community leaflet drop remain outstanding. Subject to completion of these actions, accreditation is expected to be achieved by August 2026, with officers aiming to complete the process ahead of Britain in Bloom judging where possible.

h) Kepple Lane Park – Football Provision

Current Position:

Officers have met with representatives of Garstang Juniors FC regarding potential use of Kepple Lane Park for training sessions and match play. Initial discussions have been positive.

The club's involvement could provide access to Football Association funding opportunities for replacement goalposts and pitch improvements, helping address existing deficiencies in football infrastructure at the site. Garstang Juniors FC have also expressed an interest in becoming involved as a stakeholder within the wider Friends of Kepple Lane Park initiative.

What's Next:

Further discussions will continue before a formal proposal is presented to members.

i) Park Hill Road Rain Garden

A multi-agency flood mitigation project has progressed from concept stage toward formal development.

Current Position:

Lancashire County Council has agreed to act as lead authority for the project and outline designs have been prepared. The project remains focused primarily on flood alleviation while delivering biodiversity benefits where possible.

Funding applications have now been formally submitted and the project is progressing through the appropriate approval processes.

What's Next:

The Council is awaiting feedback from Lancashire County Council and funding partners regarding progression to the next stage of development.

j) Parish Maintenance Expansion / Service Level Agreements

The expansion of the Lengthsman service has now moved from development into operational delivery.

Current Position:

Five neighbouring parish councils have entered into service agreements with Garstang Town Council. Service delivery is now underway in Cabus, Claughton, Cockerham, Kirkland and Winmarleigh. A request for project support from Bonds and Barnacre Parish Council is also currently being assessed.

An Assistant Lengthsman has been recruited and is now in post, supporting service delivery across the expanded area. Equipment procurement has largely been completed and the Council's new compact tractor has entered service, recording over 35 operational hours during its first five weeks and providing significant operational benefits.

Some planned equipment remains subject to supplier delays. Temporary loan equipment has been provided and operational impacts are being managed. While some planned efficiencies have not yet been realised, partner parishes continue to receive agreed service levels and officers are working to bring operations fully back into line.

What's Next:

Officers will continue to monitor service performance, workload and financial performance. A more detailed operational and financial update will be provided following completion of the first operational quarter.

Operational Infrastructure

Current Position:

The expansion of the Lengthsman service has increased demand for secure equipment storage. Temporary arrangements remain in place while longer-term accommodation options progress through the necessary planning processes. Existing arrangements remain workable but create minor daily operational inefficiencies.

What's Next:

Officers continue to develop a permanent solution, with the current temporary arrangements expected to remain in place until at least September 2026.

Completed and Closing Projects

Allotments – Composting System

The composting system has been successfully installed and the project is now complete.

Moss Lane Playground – Resurfacing

Works have been completed and the project is now closed.

Kepple Lane Park – Furniture Improvements

Repair and replacement works to park furniture have been completed. Seating and associated furniture are now safe, serviceable and free from significant defects.

Pat Seed Garden – Resurfacing

Works have been completed within the approved budget and the project is now closed.

Moss Lane Park – Fence Replacement

Works have been completed to a high standard. A minor cost increase was incurred due to unforeseen foundation requirements. The area is now safe and the project can be closed.

Britain in Bloom 2026 - Judging will take place on 22 July 2026.

Following feedback received during previous judging, particular emphasis has been placed on demonstrating community participation, partnership working and environmental improvement projects.

Friends of Kepple Lane Park, biodiversity initiatives, volunteer engagement, partnership working and community-led improvements will form key elements of this year's submission. Officers are managing a busy programme of seasonal maintenance and improvement works in preparation for judging.