



Garstang Town Council

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Garstang Scout and Guide

Headquarters

Kepple Lane

Garstang

PR3 1PB

Amenities & Public Realm Committee Meeting, 3rd November 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, 3 November 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, 3 November, 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,
29th October 2026

Agenda

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

Councillor Pearson, the current Chair, has been appointed Chairman of the Finance & Governance Committee. The Committee therefore requires a new Chair. Deputy Chairman, Councillor Hodgson has advised the Clerk that he is willing to be nominated.

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 [1 September 2026](#) and are available on the [Town Council website](#).

7) **Chairman's report – for information**

8) **Kepple Lane Park signage, staff – for decision**

The park's new welcome signs have been revised in response to the Committee's feedback.

The Committee is asked to review and approve the [revised design](#). Once approved, staff will obtain quotations to supply and install two signs; at the south and north entrances.

9) **Town Maintenance Service reports, Lengthsman Team – for information/decision**

The Town Maintenance Service reports for [August](#) and [September](#) 2026 have been circulated.

August – Grass cutting, verge and footpath works were sensibly deferred during periods of hot weather to avoid unnecessary damage and support safe working conditions

September – Unusually warm autumn weather extended grass growth and seasonal workloads. October update: Grass growth has now begun to slow and the Lengthsman Team is working to catch up with the planned winter works programme, alongside unplanned storm damage clearance.

It provides an overview of work carried out across the town recently. Is there anything the Committee would like the Lengthsman Team to focus on or prioritise?

10) **Green flag award, Staff – for decision**

Background: Committee meeting 1/9/26

020(2026-27) Green flag award, Staff

Resolved: That the Council aims to work towards Green Flag Award status and asked officers to return with a suggested timeline.

Current position: An initial Green Flag Award self-assessment has been completed for both Kepple Lane Park and Moss Lane Park. [The completed assessment is attached](#). It identifies significant additional physical, management and operational requirements.

Officer assessment and next step: Staffing capacity and resources are expected to be the main obstacles. A preliminary estimate suggests maintenance time may need to at least double, with additional expenditure on improvements, materials and management documentation. This is not a costed proposal. Members are asked to consider whether to commission a detailed implementation plan, resource assessment and realistic timetable before committing to accreditation.

11) **Moss Lane Bench Options – for decision**

Wyre Council have advised that the timber picnic tables on Moss Lane are in poor condition. They have been rotting for some time and are now deteriorating rapidly. Wyre Council advised that the tables should be removed from the site as soon as possible, with consideration given to their replacement. The picnic tables have been removed.

Staff have produced options of replacement. The cost can be met from the EMR Section 106 monies.

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

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.

13) **Parish Maintenance Service – Commercial Contracts, Staff – for decision**

14) **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

15) **War Memorial Bench Installation Update – for information**

The memorial bench has been delivered. Its proposed location and installation arrangements have been agreed with the Armed Forces Veterans Breakfast Club. Installation is scheduled within the Lengthsman Team's winter works programme after Remembrance Sunday.

16)

Date of next meeting

7.00pm, Tuesday 5th January 2027.

Appendix

Officer Project Update (For information)

a) 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.

Current update: A contractor site visit is awaited to establish the necessary tree works and associated costs.

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.

Current position: No further stakeholder feedback has been received and no questionnaire has been issued. The future of the outdoor stage remains unresolved; members need to determine whether to retain, refurbish or remove it.

Next step: Committee direction is required before further work is progressed.

[Expired September funding reference removed; no current funding proposal confirmed.]

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 potential Section 106 funding. An indicative cost of approximately £8,000 has been received for formalising the A6 entrance; no formal quotation has yet been obtained. Further direction is required before progressing.

b) 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: No further response has been received from Lancashire Highways. The accessibility issue remains outstanding.

c) 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: Friends of Kepple Lane Park continues to meet regularly, although wet weather has affected attendance. Recruiting additional members and sustaining a volunteer base are priorities. The group is exploring social prescribing and other community networks as possible recruitment routes. The group achieved Level 4 – Thriving in the Britain in Bloom It's Your Neighbourhood awards. The wider park results are due on 29 October, after publication of this agenda. The willow tunnel is identified for renewed work towards the end of the season.

No sponsorship commitments have been secured. Funding is awaited from County Councillor Tomlinson to support the remaining requirements of the proposed hedgehog release site.

What's Next: Councillors are encouraged to help identify new volunteers, community contacts and potential sponsors. The group will continue its practical improvements and biodiversity work.

d) 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.

e) 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 group continues to support biodiversity improvements. Nesting boxes and community leaflets have been provided; unfortunately one hedgehog house has been destroyed by vandalism.

Further funding has been requested through County Councillor Tomlinson to support the remaining site requirements; funding has not yet been confirmed.

What's Next: Accreditation has not yet been achieved. Subject to funding and completion of the remaining requirements, the group hopes to progress to hedgehog releases in 2027.

f) Kepple Lane Park – Football Provision

Current position: Garstang Juniors FC made limited use of Moss Lane Park during summer 2026, rather than Kepple Lane Park. Feedback was positive and the arrangement worked well.

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: Any future football provision or capital improvements would require further discussion and agreement; no permanent arrangement is currently proposed.

g) 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: No further update has been received from Lancashire County Council. The Town Council awaits information on the scheme's funding and progression.

h) 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 continue to receive services under agreements with Garstang Town Council: Cabus, Claughton, Cockerham, Kirkland and Winmarleigh. Feedback remains overwhelmingly positive and no partner has indicated an intention to discontinue. Forton's public rights of way have been mapped to support preliminary costings, with further information awaited. An initial enquiry has been received from Myerscough but no further direct discussions have taken place.

Staffing, machinery and storage arrangements are in place. The Kubota BX231 and Kersten equipment are operational and accumulating working hours.

Service delivery is progressing well. Officers will continue to review the most efficient and cost-effective staffing, equipment and working methods as the service develops.

What's Next: Officers will monitor performance, workload, finances and possible expansion. A comprehensive operational and financial review, including achievements and lessons learned, is planned following the end of the March 2026–March 2027 service year.

Operational Infrastructure

Current position: Permanent storage arrangements are now in place and operating alongside the service's equipment and staffing provision. Officers will continue to assess the suitability of operational arrangements as the service grows.

What's Next: Continue reviewing storage and operational efficiency as service requirements evolve.

- i) **Britain in Bloom 2026 – Judging took place on 22 July 2026. Formal results are due on 29 October, after publication of this agenda; a verbal update will be provided at the meeting. Friends of Kepple Lane Park has achieved Level 4 – Thriving in the It's Your Neighbourhood awards.** Kepple Lane Park received particularly positive feedback during its judging visit, reflecting the developing character of the site and its approach to community involvement and biodiversity. Members of Friends of Kepple Lane Park were present during judging, demonstrating the increased community participation that has been a focus following feedback from the previous year. Further feedback and results will be reported when received.

Allotments – current position

The allotments continue to operate satisfactorily. One half plot is currently vacant and ready for letting.

Subject: Moss Lane Bench Options

Option	Size and capacity	Each, ex/incl. VAT	Two, ex/incl. VAT	Delivery and observations
Whitehill wheelchair-access bench	1.55m; one side-access space	£399 / £478.80	£798 / £957.60	Cheapest. All-black, semi-assembled. Delivery and fixing kits require a quotation. Warranty details aren't particularly clear.
NeoTimber wheelchair-access table	1.525m; 3 adults + 1 wheelchair	£408.33 / £490	£816.66 / £980	Black timber-style boards, free UK delivery and 25-year commercial warranty. Strong value, although smaller than a

				conventional six-seater.
NBB standard wheelchair-access table	1.5m: 3 + 1 wheelchair; 2m: 5 + 1	£475 / £570 small; £640 / £768 large	£950 / £1,140 small; £1,280 / £1,536 large	Proper woodgrain effect, 25-year guarantee, free mainland delivery. Fixing kits available. The 2m model is probably the fairer like-for-like replacement.
Earth Anchors Surrey 2m table	2m; up to 6 + 1 or 2 wheelchair spaces	£564 / £676.80 single-space*	£1,128 / £1,353.60*	Traditional wood-effect appearance in black. Particularly good fixing choices for concrete, paving, tarmac or soft ground. Double-access version costs more.
Costcutters extended-top table	2.1m; 6 + up to 2 wheelchairs	£605.56 / £726.67	£1,211.12 / £1,453.34	Full-size, delivered assembled, 25-year construction guarantee and 10–15-day stated lead time. Delivery calculated separately.
Kedel Ribble wheelchair-access table	2m; wheelchair space on both sides	£919 / £1,102.80	£1,838 / £2,205.60	Very substantial at 158.6kg, free delivery and 25-year guarantee. Excellent public-park specification, but probably more table—and expense—than necessary.