



# Garstang Town Council

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Garstang Scout and Guide

Headquarters

Kepple Lane

Garstang

PR3 1PB

## Full Council Meeting, 19<sup>th</sup> May 2025 Minutes

### Present

Chairman; Councillor Halford

Councillors present: Atkinson, Halford, Hesketh, Keyes, Lee-Bromley, Pearson, Perkins and Webster.

Also present: Town Clerk, Edwina Parry, Wyre Councillor Dulcie Atkins, Wyre Councillor Robert Atkins, County Councillor Turner, PCSO's Creighton and Kirkpatrick.

The Mayor gave a warm welcome to the 2 new Councillors Helen Hesketh and Jennifer Lee-Bromley

### **242(2024-25) Apologies for absence**

Councillor Allan.

Councillor Brooks was not present.

County Cllr Tomlinson had sent the following to the Clerk.

Please accept my apologies for the meeting on Monday evening, I have already agreed to attend two other meetings that evening. I will definitely attend the next one when hopefully I should have something to tell you, having settled into the job. Look forward to meeting you all.

### **243(2024-25) Declaration of Interests and Dispensations**

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

### **244(2024-25) Public participation**

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

A summary is provided below.

PCSO's Creighton and Kirkpatrick reported the following:

- i. Tragic incident on Saturday whereby a teenage boy got into difficulty in the River Wyre. He died yesterday.
- ii. Vandalism at Kepple Lane Park & issues of people climbing onto roof at the Factory shop.

Wyre Councillor Dulcie Atkins reported the following:

- i. New Mayor at Wyre; Councillor Steve Nicholls.
- ii. The hoist is not working at the swimming pool; Wyre have it in hand to repair.

Wyre Councillor Robert Atkins reported the following:

- i. Extension now completed at the Community Sports Social Club. The opening event is on 6/6/2025.
- ii. Wyre Council had a total of 4 Reform UK Councillors.

He spoke of his personal experience of not being able to park on the private car park of Eagle and Child PH.

The meeting was reconvened.

**245(2024-25) Announcements – for information**

The Mayor, Councillor Halford announced:

- i) Thanks for support for VE day.
- ii) NW Stages rally taking place 20 & 21 March 2026.
- iii) He sent his condolences to former Councillor Raymond Allard on his recent bereavement.

**246(2024-25) Minutes of the last meeting**

Councillors were asked to approve, as a correct record:

- i) the minutes of the meeting held on 23 April 2025.
- ii) the extraordinary meeting held on 13 May 2025.

**Resolved:** The minutes of the meetings held on 23 April 2025 and 13 May 2025 were confirmed and signed as a true record.

**247(2024-25) Finance payments**

Councillors were asked to approve the payments, detailed vouchers 18 – 31, in the Appendix.

**Resolved:** Councillors approved the payment voucher numbers 18 – 31, as detailed in the Appendix.

**248(2024-25) Deputy Mayor insignia**

**Resolved:** The Council approved the policy statement, prepared by the Clerk.

**Support By Deputy Mayor**

The Deputy Mayor will support the Mayor throughout the year by representing the Council when the Mayor is unavailable or has another engagement.

If the Mayor is not present at a Full Council meeting, the Deputy Mayor shall preside (as per standing orders point 3p).

In effect, the Deputy Mayor has no standing as Deputy Mayor when the Mayor is present but assumes the precedence and standing of the Mayor when they are deputising for the Mayor rather than acting as Deputy.

Notwithstanding the presence of the Mayor, the Deputy Mayor is permitted to wear insignia at Civic Events within and outside the Town.

**249(2024-25) Celebration 80 years since VJ Day 15/08/2025, Councillor Perkins**

Councillor Perkins reported that after the unmitigated success of the VE celebrations it would be fitting to also celebrate the final end of the Second World War on 15th August; VJ Day. Those fighting in Japan became known as

'the forgotten army.' Let us in Garstang not forget, by holding a similar ceremony.

**Resolved:** The Council wished to recognise and celebrate 80 years since VJ Day. Councillors Halford, Hesketh, Keyes, Lee-Bromley, Pearson, Perkins and Webster wished to be involved in the planning of the event.

The Council **further resolved** to invite the local parishes to be involved again, taking the same format as VE Day; Flag raising in the morning, Ceremony on Chesrestanc Square in the evening.

**250(2024-25) Greater Garstang Partnership Board, Councillor Pearson**

The agenda for the meeting on Tuesday, 12/05/2025 had been circulated. Councillor Pearson gave a verbal synopsis of the minutes, which included *£29,000 of s106 funding to improve green infrastructure available. ACTION: Mark Billington to email Edwina Parry to arrange a meeting to discuss.*

The Council's views were sought on the display boards proposal from Mark Fenton, Wyre Council; Wyre Council values your input on this matter and would welcome new suggestions, or endorsements of the sites suggested.

**Resolved:** The Council agreed in principle to the display boards and locations; the High Street car park and Chesrestanc Square in accordance with Wyre Council's conservation policy.

**251(2024-25) Opening of Hinckley & Rugby Building Society Bank, Recommendation from Finance Committee**

**Resolved:** Adhering to Financial regulations point 1.7 and the Financial Services Compensation Scheme (FSCS) limit of £85,000, a Hinckley & Rugby Building Society - Local Council 90 Day Notice Deposit be opened with £75,000 amount.

The Council **further resolved** that on closer examination of the account 'any one signatory can instruct a transfer of funds from this account to the council's nominated account'. In order to operate the account the Council approved that the clerk has authorisation to move the monies into the Unity bank account (as per Financial Regulations point 5.15). Financial regulations to be amended at 7.1 for this exception.

**252(2024-25) LALC's 2025 Conference, Clerk**

**Resolved:** That Councillors Keyes and Perkins attend the conference on 7/06/2025. The payment to be made from Code 21 Training.

**253(2024-25) Items for next Council monthly agenda**

Councillors are 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 **16 June 2025** by notifying the Clerk by **8 June 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.

**The meeting finished at: 8.26pm**

The Mayor thanked Councillors for their support in his Mayoral year.

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**254(2024-25) Clerk's Report**

**a) Welcome to Lancashire Fire and Rescue Service's latest newsletter, Hot Topics.**

This publication contains news about our Annual Service Plan, wildfire prevention, our donation of firefighting equipment to Ukraine, and more.

**b) Wyre Council - Parish Council - Local Plan & S106 briefing on 14/05/2025.**

The Clerk attended the above event with councillors Perkins and Webster. The purpose of the briefing was as follows:

Over recent months, the council is mindful that it has received various enquiries from parish councils regarding S106 monies. We thought that it may be beneficial to hold a briefing session with the parishes to provide an overview and answer any questions they may have. We also thought it would be beneficial to provide you with an update on the progress with the emerging local plan in light of ongoing planning reform and also an overview of the neighbourhood planning system, which we understand some parishes are also interested in.

**255(2024-25) Councillor Report**

**a) Councillor Pearson – Allotments update.**

8 plots were advertised for expressions of interest to be registered in April. 59 expressions of interest were received; 30 of these expressions were from non-residents of the Township of Garstang.

The successful 8 applicants were notified and attended a site meeting on Tuesday 13/05/2025 to meet the council staff and Councillors. I, along with Councillor Atkinson (Chair of Finance & Amenities Committee) attended. All new tenants were assigned either a ½ plot (4 available) or a ¼ plot (4 available). All new tenants were very pleased to have been given an allotment and are eager to start cultivating their plot.

**b) Councillor Webster – Civic Sunday.**

Please put Sunday 25th May 2025 in your diary for the Civic Sunday service; 10.30am St Thomas' Church, Church Street, Garstang.

**c) Councillor Keyes, Section 106 funding update Garstang.**

The Clerk and I attended a meeting with Jacinta Edgar, Business Partner, Garstang Medical Practice and Philip Hargreaves, Head of Estates, NHS Lancashire and South Cumbria Integrated Care Board on 30/04/2025. The meeting notes have been circulated.

**d) Councillor Perkins, Council surgery, 10/05/2025.**

Councillors Perkins, Keyes and Brooks attended the surgery at the library.

No residents of the town attended.

**256(2024-25) Outside body representatives**

None received.

**257(2024-25) Mayor's engagements**

19/04/2025	Girl guide Garstang and District Duck Race Stall
19/04/2025	Catterall Egg Hunt in aid of Garstang Scouts visit to Malawi
21/04/2025	Blooming Churchtown Bunny & Butterfly trail
21/04/2025	Cricket Family Day Women's and Girls 11+
21/04/2025	St Thomas Easter Trail
21/04/2025	Calder Vale Bluebell Tea
27/04/2025	Pilling Old Car Club's 'Drive It Day 2025'.
29/04/2025	Garstang Talkin' Tables
01/05/2025	Garstang Musical Production's Stage to Screen
03/05/2025	Middle Holly Charity Plant Sale and afternoon Tea
03/05/2025	Garstang Wslking Festival Dawn Chorus
03/05/3025	Veterans Table Top Sale
03/05/2025	Garstang Walking Festival To the Fells and Back
03/05/2025	Moodra Therapy Hub Official Opening
05/05/2025	Girlguiding Garstang and District Duck Race
05/05/2025	Kirkland Street Party Proclamation
05/05/2025	Garstang Millennium Green 25 Year Celebration
05/05/2025	Waking Festival Coronation Walk
05/05/2025	Station Way VE Day Street Party
08/05/2025	VE Day Flag Raising Garstang War Memorial
08/05/2025	VE Day Flag Raising Kepple Lane Park
08/05/2025	VE Day 2 Minute Silence at the Market Cross
08/05/2025	VE Day Bell Ringing St Thomas Church
08/05/2025	VE Day Beacon Lighting
10/052025	Cabus WI Coffee Morning
10/08/2025	AFVBC Picnic in the Park
10/05/2025	Garstang & District Heritage Club VE Day exhibition
11/05/2025	VE Day Memorial Service Blackburn Cathedral
13/05/2025	Millennium Green Exhibition - Booths Cafe
14/05/2025	Charity Beading - Save the Children Garstang
21/05/2025	Garstang & District Camera Club annual Dinner

## Appendix

### 1) Item 6: Finance payments

Voucher No	Date	Net	VAT	Total	Description	Supplier	Bank
31	19/05/2025	£68.54	£13.72	£82.26	Materials	C&C Supplies (C&C Supplies Collinson Ltd)	Unity Trust Bank
30	19/05/2025	£128.00	£25.60	£153.60	Lengthsman machinery	Wyre Council	Unity Trust Bank
29	19/05/2025	£280.42	£56.08	£336.50	Trophies and Engraving	S Carr & Son Limited	Unity Trust Bank
28	19/05/2025	£225.00	£0.00	£225.00	Musicians	Pilling Jubilee Silver Band	Unity Trust Bank
27	19/05/2025	£688.44	£0.00	£688.44	Annual subscription	LALC (Lancashire Association of Local Councils)	Unity Trust Bank
26	19/05/2025	£22.92	£4.58	£27.50	Supplies	Bradshaws	Unity Trust Bank
25	19/05/2025	£25.30	£5.06	£30.36	Monthly Management Fee	James Reilly (Easy Web Sites Ltd)	Unity Trust Bank
24	19/05/2025	£180.00	£36.00	£216.00	Preparation of payroll	Towers+Gornall	Unity Trust Bank
23	19/05/2025	£58.80	£11.76	£70.56	Subscription charges	Microsoft (Microsoft)	Lloyds Bank
22	19/05/2025	£1,315.78	£0.00	£1,315.78	Pension	LCC (Lancashire County Council)	Royal Bank of Scotland
21	19/05/2025	£27.96	£5.60	£33.56	Mobile phone	Vodafone (Vodafone)	Unity Trust Bank
20	19/05/2025	£24.65	£4.93	£29.58	Materials	C&C Supplies (C&C Supplies Collinson Ltd)	Unity Trust Bank
18 & 19	19/05/2025			£3,497.21	Staff salaries	Staff costs "Salary to be paid electronically on 23/05/2025, 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