



Garstang Town Council

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Garstang Scout and Guide

Headquarters

Kepple Lane

Garstang

PR3 1PB

Full Council Meeting, 17th November 2025 Minutes

Chairman; Councillor Webster

Councillors present: Allan, Brooks, Halford, Hesketh, Keyes, Lee-Bromley, Pearson and Webster.

Also present: Town Clerk, Edwina Parry, County Councillor James Tomlinson, Wyre Councillor Dulcie Atkins, and 8 members of the public.

120(2025-26) Apologies for absence

Councillors Atkinson and Perkins.

PCSO Creighton.

121(2025-26) Declaration of Interests and Dispensations

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

122(2025-26) Public participation

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

Councillor Brooks arrived.

A summary is provided below.

County Councillor (CC) James Tomlinson reported:

- i. He expressed thanks to the Garstang Community Sports Club and Booths for allowing business customers to park in their car parks during the High Street works. Councillor Hesketh thanked him for visiting every individual business affected by the High Street works.
- ii. A member of the public raised concerns about an ongoing faulty streetlamp column at the junction of Hawthorne Avenue and Croston Road.

Wyre Councillor Dulcie Atkins reported:

- i) The black bollards recently installed along the High Street by the kerb build out, should be green. The kerb build out should be completed by Wednesday 19/11/2025.
- ii) She is investigating car-parking permit options with Wyre Council.
- iii) The official opening of the skateboard park will take place at 11:00am on 18 November 2025. She has also proposed installing CCTV on the YMCA building to provide coverage of the skateboard park. The Mayor thanked her for her efforts in delivering the new facility.
- iv) The Mayor also reported an uprooted tree on the Riverside following the recent storm.

Members of the public spoke about item 10.

- i) The loss of a parking bay was not a major issue. A resident of the High Street raised concerns regarding the white “keep clear” markings and bar markings across driveways and Weinds to maintain access. He asked whether these markings could be incorporated into the proposed waiting restrictions so they could be properly enforced. County Councillor Tomlinson confirmed that, during his recent walkabout, the access at No. 13 was being repeatedly blocked.
- ii) There is confusion over the current signage on the High Street. The signs are unclear, leading to confusion among motorists. A request was made for clearer, improved signage.
- iii) Concerns were raised about how issues relating to the High Street works had developed into a “blame game” between different authorities and groups, particularly on social media. The member of the public felt that this did not reflect well on the parties concerned.
- iv) A representative from the Chamber of Trade stated that, in light of recent events, there may be an opportunity to reinvigorate the group.

The meeting was reconvened.

123(2025-26) Announcements

The Mayor congratulated the dual hatted Chairman of Garstang in Bloom, Councillor Pearson for all his recent achievements with the Garstang Bloomers. She also thanked the Lengthsman for all his hard work at Kepple Lane Park which had resulted in the Town Council being presented with a Silver Gilt Award in the ‘Small Park’ category.

124(2025-26) Minutes of the last meeting

A copy of the minutes of the meeting held on 20 October 2025 had been circulated.

Resolved: The minutes of the Town Council meeting held on 20 October 2025 were confirmed and signed as a true record.

The Council approved to bring item 12 forward.

125(2025-26) High Street, Garstang, Wyre, Revocation and Vs Parking Restrictions (00894.21407)

The Council noted that the County Council is considering the above proposal. In summary the waiting restriction (i.e. no parking) is being extended to include the removal of one parking bay outside the old Conway cards.

Resolved: The Town Council responded as follows.

- i) Accepted the loss of 1 parking bay, as detailed on the proposed restrictions.
- ii) That the white “keep clear” markings and bar markings across access driveways and Weinds be covered by an enforceable ‘No waiting’ restriction.
- iii) That the County Council should make significant improvements to the signage along the High Street making it clear that you can only park in the marked parking bays.

The Town Council **further resolved** that the Clerk would seek clarification of the correct road names from Lancashire County Council, noting discrepancies between Mario, Google, and other mapping platforms.

126(2025-26) Finance payments, Clerk/RFO

Councillors were asked to approve the payments, detailed vouchers 137 – 146, in the Appendix. Vouchers 134 & 135 were paid in between October and November meetings (audit trail below).

Resolved: Councillors approved the payment voucher numbers 137 – 146, as detailed in the Appendix. Councillors also approved the retrospective suspension of Financial Regulations in relation to voucher 135, permitting the contractor to purchase materials in advance of completing the works.

127(2025-26) Wyre Council Planning, Clerk

The Council noted that no Planning Application consultations had been received. The Council noted that they had been consulted on a Planning appeal for 74 Lancaster Road Garstang.

Resolved: That the Clerk reports to Wyre Council, that the minute from the Planning Committee meeting containing a typo stating 23/04/2024 be corrected to 23/04/2025.

128(2025-26) Precept/Budget 2026/2027, Councillor Atkinson and RFO

The Council noted the information report. The recommendation to date brings the updated precept figure for 2026-27, as detailed in the table below, based on last year's tax base.

Income	£	14,343.00
Expenditure	£	166,679.28
Precept Value	£	152,336.28
Tax Base		1949.65
Band D Equivalent	£	78.14
Last Years Precept	£	143,055.60
Last Years Band D	£	73.38
Change in Precept	£	9,280.68
Change in Band D	£	4.76

129(2025-26) Wyre Planning Policy - Draft Conservation Area Appraisals and Management Plans Consultation, Clerk

The Town Council acknowledged the Wyre Planning Policy - Draft Conservation Area Appraisals and Management Plans Consultation, noting that comments were requested by 8 December 2025.

Resolved: That the response be delegated to the Clerk, in consultation with Councillors Keyes and Perkins. The response will state that the Council supports an Article 4 Directive specifically for the conservation area and strongly objects to the proposed removal of the High Street car park, which should remain within the plan.

130(2025-26) Congratulations to Garstang in Bloom – Britain in Bloom Awards and North West in Bloom Awards, Councillor Webster

Resolved: That Garstang Town Council formally congratulates Garstang in Bloom, including Alan and Liz Pearson and the entire Bloom team, for achieving Gold in the Britain in Bloom Awards, being named Best Small Town in the UK and winning Gold in the North West in Bloom Awards. The Town Council acknowledges their dedication, hard work and outstanding contribution to the community.

131(2025-26) Greater Garstang Partnership Board, Councillor Pearson

Reference documents: The minutes of the meeting held on 16/09/2025 and the agenda for the session on 11/11/2025 had been circulated. The next meeting is to be held on 13/01/2026.

Councillor Pearson reported that it had been a challenging period, but progress was being made.

- i) Market Hall: A contractor had been appointed, and a letter of intent issued.
- ii) The GGPB were collaborating with Garstang Heritage to upgrade and repair signs and plaques.
- iii) A wicker sculpture was being considered for the mound.
- iv) A new commemoration sign for Fairtrade's 25th anniversary was under consideration.
- v) To date, £200,000 had been invested in Garstang.

The Mayor suggested that this information could be shared with the public via a press release from Wyre Council. She also noted that the GGPB website had not been updated since 2024 and suggested that a Wyre officer could assist in bringing it up to date.

132(2025-26) Amenities Committee, Clerk

Resolved: That the next Amenities Committee meeting be rescheduled to 7.00pm, Monday 8/12/2025. This will enable the meeting to be extended from 40 minutes to 60 minutes and avoid any overlap with Full Council.

133(2025-26) 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 **15 December 2025** by notifying the Clerk by **7 December 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: 8.45pm

For Information Only

134(2025-26) Clerk's Report

a) Lancashire County Council - Winter Campaign 2025

We've launched our second #LancsWinter campaign. It brings together everything Lancashire County Council offers to help residents stay safe, well and supported this winter.

The campaign runs until the end of February. It covers all areas of the council and aims to meet people where they are, providing the information they need.

Themes include:

Winter Ready

Winter Wellbeing

Winter Support

Winter Travel

Winter Fun

Winter Opportunities

Winter Flooding

Winter Gritting

From low-cost festive family fun and Warm Spaces to road safety and self-care, we've got it covered.

Visit the campaign webpage: <https://www.lancashire.gov.uk/winter>

Follow the campaign, share your ideas and tips, and help spread the word. Use the hashtag #LancsWinter to join the conversation.

b) Kepple Lane speeding, Clerk

The Clerk is still awaiting a response from the police.

The Clerk has made contact with Sgt Eliot concerning the issue of perceived speeding on Kepple Lane and the police's views on the use of SPIDs. A response is being awaited.

c) Wyre Council (26/9/2025) – Skate Park refurbishment

The Town Council has been invited to opening ceremony for refurbished skate park, Tuesday 11.00am, 18/11/2025.

d) Welcome to [Lancashire Fire and Rescue Service's autumn edition of our newsletter, Hot Topics.](#)

The newsletter contains information about the Service's Annual Service Report (2024-25), our fantastic HMICFRS results, the Bright Sparx firework safety campaign, and a recent prosecution following the breach of fire safety.

e) Lancashire County Council - [Latest National Policy Update from the Corporate Strategy and Policy team](#)

f) Wyre Planning Policy - Planning Policy Newsletter November 2025 Housing Monitoring Report 2025

The council has produced a [Housing Monitoring Report \(HMR\) 2025](#).

This HMR has a base date of 1 April 2025, it takes account of all available information up to and including 31 March 2025. The council's HMR demonstrates a deliverable housing land supply position of **9.78 years**.

Employment Land Monitoring Report 2024-2025

The Council has now published its [Employment Monitoring Report](#) which covers the period 1 April 2024 to 31 March 2025.

There is 32.04ha of employment land that is available on allocated sites. Of this available land 16.21ha is committed through the granting of planning permissions.

The take up for the whole of Wyre, including on non-allocated sites for 2024/25 is 0.56ha.

Affordable Housing Position Statement 2025

In response to an increased interest in affordable housing being promoted as exception sites we have produced an [Affordable Housing Position Statement](#) which sets out the council's affordable housing supply as of the base date as of 1st April 2025, across the borough by sub-area. The affordable housing need is informed by the Housing Needs Assessment 2024. The position statement sets out the supply of all affordable housing, which will assist developers and the Affordable Housing Delivery Officer in understanding the need of tenures in the future.

Other news

Draft Conservation Area Appraisals and Management Plans Consultation

The Council is currently carrying out a public consultation on Draft Conservation Area Appraisals and Management Plan Documents. The consultation period has been extended and will now run until **5.00pm Monday 15 December 2025**.

More information [can be found here](#).

g) Wyre Council

[Fleetwood & Garstang Swimming Centres - closures for maintenance](#)

To put forward recommendations to close Fleetwood and Garstang Swimming Centres during February and March 2026 to allow for essential maintenance works to be completed and to gain permission to draw down from capital budget to fund said works.

[Adoption of Conservation Area Appraisals](#)

Decision status: For Determination

Wards affected: Breck; Brock with Catterall; Calder; Garstang; Great Eccleston; Mount; Pharos; Tithebarn; Warren; Wyresdale;

Notice of proposed decision first published: 16/01/2025

Decision due: 11 Feb 2026 by Cabinet

135(2025-26) Councillor Report

None.

136(2025-26) Outside body representatives

Councillor Keyes attended Lancashire Parish and Town Council Conference and LALC Annual Meeting, Saturday 1st November 2025. He has made a [set of notes from the Conference](#) which he hopes will be useful for Councillors

137(2025-26) Mayor's engagements

Date	Event
24/10/25	Cheese Matters' Kings Award at Dewley Cheese
25/10/25	Poppy Fall sewing at St Thomas' Church Hall
01/11/25	Garstang Armed Forces and Veterans Breakfast Club
01/11/25	Garstang Garden of Remembrance
01/11/25	Garstang Bonfire and Fireworks Display
06/11/25	Britain in Bloom Northwest Awards in Bolton
09/11/25	Remembrance Sunday
11/11/25	Armistice Day ~ Garstang War Memoria
12/11/25	Rural Views Matter, The Barn, Scorton

Appendix

1) Item 6: Finance payments

Voucher No	Date	Net	VAT	Total	Description	Supplier	Bank
146	17.11.2025	£6,676.40	£1,335.28	£8,011.68	Supply Christmas Lights	LITE	Unity Trust Bank
145	17.11.2025	£32.00	£0.00	£32.00	Britain in Bloom North West Awards 2025	Northwest In Bloom	Unity Trust Bank
144	17.11.2025	£235.00	£0.00	£235.00	Band for Remembrance Sunday	Pilling Jubilee Silver Band	Unity Trust Bank
143	17.11.2025	£150.00	£0.00	£150.00	Remembrance Sunday Refreshments	Garstang Arts Centre	Unity Trust Bank
142	17.11.2025	£1,281.62	£256.32	£1,537.94	Repair Lengthsman machines	MOWERPOWER LTD	Unity Trust Bank
141	17.11.2025	£1,315.78	£0.00	£1,315.78	Pension	LCC (Lancashire County Council)	Royal Bank of Scotland
140	17.11.2025	£27.47	£5.50	£32.97	Mobile phone	Vodafone (Vodafone)	Unity Trust Bank
139	17.11.2025	£5.83	£1.17	£7.00	Materials	C&C Supplies (C&C Supplies Collinson Ltd)	Unity Trust Bank
137 & 138				£3,718.6	Staff salaries	Staff costs "Salary to be paid electronically on 26/11/2025, Clerk: LC2 range SCP 19-32, 'National Agreement on Salaries and Conditions of service of Local Council Clerks in England & Wales 2004',	Unity Trust Bank

Voucher No	Date	Net	VAT	Total	Description	Supplier	Bank
						Lengthsman NJC range 7 – 14 Salary range.	
135	29.10.2025	£2,500.00	£500.00	£3,000.00	Groundworks in Township of Garstang	Phillips Landscaping	Unity Trust Bank
134	24.10.2025	£833.33	£166.67	£1,000.00	Groundworks in Township of Garstang	Phillips Landscaping	Unity Trust Bank