



Garstang Town Council

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Full Council Meeting, 18th May 2026 Minutes

Chairman; Councillor Perkins

Councillors present: Hesketh, Hodgson, Kelly, Pearson and Perkins.

Also present: Town Clerk, Edwina Parry

Wyre Councillors Dulcie Atkins and Robert Atkins and 1 member of the public attended from minute 246(2025-26) onwards.

240(2025-26) Apologies for absence

Councillor Allan, Atkinson, Brooks, Halford and Webster.

County Councillor James Tomlinson, Wyre Councillor Alice Collinson and a representative from the police.

241(2025-26) Declaration of Interests and Dispensations

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

242(2025-26) Public Bodies (Admission to Meetings) Act 1960 - Exclusion of the Press and Public

It was resolved that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as per the Town Council approved 'procedure for a casual vacancy for a town councillor', whereby the Council will exclude members of the press and public whilst candidates gave their presentation.

243(2025-26) Town Councillor vacancy; opportunity to meet the candidate

Applicant Aileen Dickinson attended the meeting and gave her presentation to the Council.

244(2025-26) 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.

245(2025-26) Voting on appointment

Resolved: The Council resolved to co-opt Aileen Dickinson onto the Town Council. She signed her 'Declaration of acceptance of office' form.

246(2025-26) Public participation

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

A summary is provided below.

Wyre Councillor Robert Atkins reported:

- i) He expected some steer from central government in next few weeks about the local government devolution. Wyre's preferred option is joining with Fylde and Blackpool Councils.
- ii) The new food waste collection arrangements are working very well.
- iii) Sports club, financial shortfall for last sector has been delayed a little bit.

Wyre Councillor Dulcie Atkins reported:

- i) Councillor Steve Nicholls is continuing as Mayor for the new Civic Year 2026-2027.
- ii) The mural has been removed from Eagle & Child.

A member of the public, representing the group Garstang4Business reported: The group were looking to lead on business support events and to get business'/people on board. 50 people representing business had attended the Open meeting on 5 May 2026. The Garstang4Business data base now had about 120/130 contacts. Booths are hosting the AGM 16th June 5.30pm to start at 6pm, with light refreshments.

The Clerk read out the police report:

- i) The Wild Water educational programmes is progressing with help from partners – it should have an impact.
- ii) Nothing really to report on crime currently with little ASB / nuisance, thankfully
- iii) We have staff cover for your Civic events.

The meeting was reconvened.

247(2025-26) Announcements

There were no announcements.

248(2025-26) Minutes of the last meeting

Councillors were asked to approve, as a correct record, the minutes of the meetings held on:

- a) Full Council Extraordinary Meeting, 14 April 2026
- b) Full Council meeting, 20 April 2026.

Resolved: The minutes of the Town Council meetings held on:

- a) Full Council Extraordinary Meeting, 14 April 2026
- b) Full Council meeting, 20 April 2026.

were confirmed and signed as a true record.

249(2025-26) Finance payments, Clerk/RFO

Councillors were asked to approve the payments, detailed vouchers 19 – 31, in the Appendix.

The Clerk reported that an additional payment had been made after the agenda was printed; a payment of £803.60 to Adrian Flux Insurance for motor insurance for the new tractor. As the Council payment card could not be used due to its credit limit, the Clerk made the payment using her personal credit card. Payment voucher 32 records £803.60 payable to the Clerk. The Clerk had been in contact with Councillor Pearson, dual hatted Chair of Amenities &

Public Realm and member of the Finance & Governance Committee, leading up to the payment of the transaction, who had agreed with the Clerk that payment be made.

Resolved: Councillors approved the payment voucher numbers 19 – 31, as detailed in the Appendix and the additional payment voucher number 32.

250(2025-26) Councillor vacancies, Clerk

Following the outcome of item 4, the Town Council had 1 Council vacancy. The expiry date for any requests to hold an election, for retired Councillor Lee-Bromley, is 27 May 2026.

Resolved: The Council approved the following timescale for co-option.

Date	Action
28/05/2026 up to Sunday 30/8/2026	Advertise vacancies; Focus magazine, website, GTC Facebook, shared with Your Garstang detailing interview date of Tuesday 8/9/2025.
End of Sunday 30/8/2026	Deadline for applications
Thursday 3/9/2026	Publish agenda for extraordinary council meeting to be held on Tuesday 8/9/2026 to consider Councillor vacancies.
Tuesday 8/9/2026	Extraordinary council meeting 7.30pm.

251(2025-26) Lancashire County Council, Clerk

The Council noted that Lancashire County Council is proposing to revoke a number of historic “Restricted Road” speed limit orders across locations in Wyre. The notice of proposal and statement of reasons had been circulated.

Resolved: The Council noted the proposal.

252(2025-26) Wyre Council, Section 106 monies Deed of Covenant, Clerk

Resolved: The Council authorised the Clerk to sign the Deed of Covenant as circulated.

253(2025-26) Flag flying policy amendment, Councillor Perkins

Resolved: The Council approved adding 1.6 to the flag flying policy.

1.6 Public Flag-Raising Ceremonies

Where appropriate, the Council may organise a formal flag-raising ceremony at 9.00am to mark the occasions detailed at 1.5.

These ceremonies shall be open to attendance by:

- Town Councillors
- Representatives of local community groups
- Members of the public

The purpose of such ceremonies is to promote civic pride, encourage community engagement, and provide an opportunity to collectively mark important occasions.

The Town Clerk, in consultation with the Mayor/Chair, will determine which occasions warrant a formal ceremony and will be responsible for coordinating the event, including health and safety considerations.

Where practicable, advance notice of flag-raising ceremonies will be published via the Council's usual communication channels.

254(2025-26) Memorial requests, Councillor Pearson

Councillor Dickenson declared a 'pecuniary' interest. Her husband is a member of the Garstang Armed Forces & Veterans Breakfast Club (AFVBC). She did not take part in the discussion or voting.

Resolved:

- a) The Town Council approved that the Garstang Armed Forces & Veterans Breakfast Club (AFVBC) can place a bench on the war memorial on which former members can be commemorated by a plaque. Approval is given on the basis that the AFVBC will commit to purchase, repair and renew the bench in line with the upkeep of the memorial in general.

Clerk advised

That the Town Council places the order and receives the bench, retains ownership (adds to asset register) and does not charge AFVBC more than the cost incurred by the council. i.e. it is treated as non-business and VAT can be reclaimed/not charged.

- b) That in view of a) above, the Amenities & Public Realm Committee will bring forward a plan to create an area where individual memorials can be placed [as outlined in the Amenities & Public Realm minute 048(2025 – 26) and also include considering a paved pathway in a park where individual memorial bricks can be laid in a pathway]

255(2025-26) Greater Garstang Partnership Board, Councillor Pearson

The agenda for the meeting 12 May 2026 had been circulated. The UK Shared Prosperity Fund (UKSPF) is a Government Fund and is administrated by the Lancashire County Combined Authority. The UKSPF is now closed, and alternative funding sources have not yet been identified. A meeting/get together is planned to celebrate the achievements of GGPB.

256(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 June 2026** by notifying the Clerk by **7 June 2026**. 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: 7.58pm

257(2025-26) Clerk's Report

a) Lune Valley Rural Housing Association Merger with South Lakes Housing Association

The merger between Lune Valley Rural Housing Association (LVRHA) and South Lakes Housing (SLH) has now been completed. Following resident consultation and a formal transfer of engagements, all of LVRHA's assets and liabilities have transferred to SLH.

South Lakes Housing will now be responsible for managing and maintaining the former LVRHA homes and will continue to develop affordable housing in the area. Residents will not be negatively affected, as existing tenancy terms remain unchanged and SLH will continue to operate under the Regulator of Social Housing's standards.

The [circulated letter confirms SLH's registered details](#) for future correspondence and provides contact information should parish councils or residents require further clarification.

b) Lancashire Fire and Rescue Service's Hot Topics newsletter.

[Welcome to the Spring 2026 edition](#)

Items covered in this edition:

- Lancashire Fire and Rescue Service sets priorities for the year ahead
- Lancashire Fire and Rescue Service balances the budget and invests in the future
- Upcoming Campaigns
- NFCC Apprenticeship Awards 2026

c) [Wyre Council Planning Policy Newsletter, May 2026](#)

258(2025-26) Councillor Report

a) Councillor Perkins – Civic Sunday.

Please put Sunday 24th May 2026 in your diary for the Civic Sunday service; 10.30am St Thomas' Church, Church Street, Garstang.

b) Council surgery 9 May 2026, Councillors Kelly and Pearson

There was one question concerning the condition of a tree outside Nicksons on Park Hill Road, whereby Councillor Pearson referred them to Ryan Arrell at Wyre Council.

259(2025-26) Outside body representatives

None.

260(2025-26) Mayor's engagements

Date	Event
11th April	Charity Plant Stall
11th April	Opening at AZ Fitness
14th April	Co-option meeting
23rd April	Town Council Awards Ceremony
26th April	Pilling Car Club Rally
5th May	Garstang For Business meeting at Booths
6th May	Opening of Clare and Howard refurbished premises
7th May	Charity evening at Pipers

Date	Event
9th May	Children's Festival collecting
15th May	Presentation of the 2 new defibs with Garstang & Over Wyre Rotary
16th May	Garstang Football Festival
16th May	Scorton Rose Queen Festival
20th May	Garstang Camera Club
W/c 18th May	Visit to St John's Hospice

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Appendix

1) Item 10: Finance payments

Voucher No	Date	Net	VAT	Total	Description	Supplier	Bank
31	18/05/2026	£270.00	£54.00	£324.00	Awards ceremony	S Carr & Son Limited	Unity Trust Bank
30	18/05/2026	£47,615.00	£9,523.00	£57,138.00	Lengthsman machinery; minute 216(2025-26)	Dennis Barnfield Ltd, Groundcare Division	Unity Trust Bank
29	18/05/2026	£686.67	£-	£686.67	Annual membership	LALC (Lancashire Association of Local Councils)	Unity Trust Bank
28	18/05/2026	£2,824.02	£564.80	£3,388.82	Lengthsman machinery; minute 210(2025-26)	Mowerpower LTD	Unity Trust Bank
26	18/05/2026	£6.67	£1.33	£8.00	Office Remote wifi	ID mobile	Unity Trust Bank
25	18/05/2026	£210.00	£42.00	£252.00	Preparation of payroll	Towers+Gornall	Unity Trust Bank
24		£57.96	£11.59	£69.55	Subscription charges	Microsoft (Microsoft)	Lloyds Bank
23	18/05/2026	£1,055.18	£-	£1,055.18	Pension	LCC (Lancashire County Council)	Royal Bank of Scotland
22	18/05/2026	£31.24	£6.26	£37.50	Mobile phone	Vodafone (Vodafone)	Unity Trust Bank
21	18/05/2026	£24.96	£4.99	£29.95	Materials	C&C Supplies (C&C Supplies Collinson Ltd)	Unity Trust Bank
19, 20 & 27	18/05/2026			£4,473.16	Staff salaries	Salaries to be paid electronically on 26/05/2026. Clerk: LC2 range SCP 19- 32, 'National Agreement on Salaries and Conditions of service of Local Council Clerks Wales 2004.Lengthsman NJC salary range 19-23. Assistant Lengthsman SCP 4	Unity Trust Bank