Garstang Town Council

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PR3 1PB

Personnel Committee Meeting, 2nd December 2026 Agenda

Personnel Committee Members and members of the press & public

You are summoned to a meeting of the Personnel Committee to consider the items detailed on the attached agenda.
The meeting will be held at Garstang library, Windsor Road, Garstang, PR3 1EX
on Wednesday 2 December 2026 at 7.00pm.
If you are unable to attend, please could you submit an apology to the Clerk.

Members of the public and press are invited to attend the meeting
Please contact the Clerk by 13.00, Wednesday 2 December, to express your interest in attending the meeting.

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
26th November 2026

Agenda

1) **Apologies for Absence**
To receive apologies for absence.

2) **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.

3) **Minutes of the last meeting – for decision**
Councillors are asked to approve, as a correct record, the minutes of the meeting held on 16 September 2026

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

5) **Chairman's verbal report – Councillor Hesketh – for noting**
The Chair will provide a verbal update.

6) **Staffing report reporting period: 17 September 2026 to present, Clerk – for noting and information**

7) **Assistant Clerk – Proposed Post**

8) **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.

9) **Full Council Risk register, Clerk – for decision**
The risk register has been circulated. Are there any risks which Councillors wish to bring to the attention of the Clerk?

10) **Safeguarding policy– for information**
The Chair and Clerk will provide a verbal update. Mention that this has now been superseded by the resolution made by Full council on 16/11/2026

128(2026-27) Youth Provision – Tom Hutton, CEO, Fleetwood Town Community Trust
Tom Hutton, CEO of Fleetwood Town Community Trust, attended the meeting to present opportunities to develop youth provision in Garstang, based on the Penwortham model, and to consider future collaboration and budget provision. The Trust outlined its experience of working with parish and town councils to provide professionally staffed youth services, with young people involved in determining the activities and locations. Opportunities to attract external funding and reduce reliance on the Town Council precept were also highlighted. Councillors discussed existing provision, engagement with local schools and community groups, safeguarding, staffing, potential funding and the importance of giving young people a voice in shaping services.

Resolved: That the Councillors establish a working group to explore the proposal further with Fleetwood Town Community Trust. Councillors Dickinson, Page 3 of 8 Doyle, Hesketh, Hodgson, Lord, Perkins and Webster volunteered to join the group.

11) **Date of next meeting**

10 March 2027.