In attendance: Chairman – Hynes
Councillors: Allan, Brooks, Cornthwaite, Harter, Hesketh, Leech, Perkins, Ryder and Salisbury

Also present: Sgt Greg Laidlow, PC Chris Banks from Garstang Neighbourhood policing team and a special constable
Wyre Cllrs Atkins and Collinson, County Cllr Turner (part)

025(2018-19) Apologies for absence
Cllrs Halford and Webster.

026(2018-19) Declaration of Interest
None

027(2018-19) Minutes
A copy of the minutes of the Town Council meeting held on 18 June had been circulated. 
Resolved: The minutes of the Town Council meeting held on 18 June 2018 were confirmed and signed as a true record.

028(2018-19) Public Participation
The meeting did not need to be adjourned to allow members of the public to speak.

029(2018-19) Withdrawal of Neighbourhood Policing from Garstang and Over Wyre
Sgt Greg Laidlow explained that the statement ‘Withdrawal of Neighbourhood Policing from Garstang and Over Wyre’ had not originated from the police; the title had come from an email thread, which had been circulated externally.
The Sgt spoke about forthcoming force wide changes. The changes would relate to how the police respond to crime, how crime is investigated and how telephone enquiries are dealt with.
He explained that police senior managers were still in discussion about any forthcoming changes.
He added that there would not be a ‘withdrawal of officers’; the (3) community support officers will stay in Garstang.
He hoped that more information would be made available at the LALC meeting on the 25th July 2018, where Chief Inspector Mark Morley, Inspector Jon Smith and himself would be attending.
He answered questions from Cllrs.
Resolution: That a letter is sent to Chief Inspector Mark Morley, copying in the PCC and Ben Wallace MP informing them of the following. That Garstang is the main growth hub in Wyre and the major settlement area in the east of the borough. Housing planning applications are being approved by the district authority and new housing developments are being built. Garstang and surrounding areas are expanding. The pressure on police resources is going to increase rather than reduce. Garstang Town Council support the local neighbourhood policing team and the invaluable service that they currently provide. The Town Council ask that the team be kept locally in Garstang. Local policing should be given a priority and be strengthened for the future demand of the area.

030(2018-19) Garstang Council office, Cllr Brooks
Cllr Brooks provided the latest background relating to the above.
Resolved: As the 31 May 2018 had passed with only a conditional contract having been entered into with a fresh long stop date of 31 October 2018, the Town Council agreed to monitor the situation and renewed the resolution to call an extraordinary meeting if required.
031(2018-19) Scarecrow Festival, first aid cover - Cllr Webster
Cllr Leech reported that the Scarecrow Festival wish to spend £441.60 (inclusive of VAT) of the £500 ring fenced in the budget [minute 161(2017-18)] for St John’s first aid cover for the scarecrow festival.

Resolved: The Council approved the expenditure.

032(2018-19) Battle's over - a nation's tribute & WW1 beacons of light 11th November 2018, Cllr Cornthwaite
Further to the meeting of 20 February 2017, regarding a national event commemorating the end of WW1 by the lighting of beacons, Council decided to take part in the event [minute 205 (2016-17)]. To participate the TC will either have to light a beacon or a bonfire at 7.00pm on the 11th November. The Council considered 3 options. The Clerk tabled an email from Mr Coppin that had been received earlier in the day which related to the timing of the event.

Resolved: The Council agreed to purchase the portable gas fuelled beacon at a cost of £360 plus VAT including gas and delivery. The Council also approved any additional costs associated with the legal and health and safety implications. The expenditure would be met by general reserves. The Clerk to communicate with Mr Coppin to see if the talk can start after the lighting of the beacon and the Town Crier Cry, as these 2 events are both nationwide.

Cllr Brooks left the meeting.

033(2018-19) War Memorial, Cllr Harter and the War Memorial Working Party
Resolution: As there is no TC meeting in August, delegated authority was given to the Clerk and the members of the Memorial working party to approve:

a) the quote from Wyre Council re installation of the flag pole,

b) the quote from Austin Walmsley re the lettering,

c) re-pointing of paving and the purchase of any nominal sundry items (e.g.Postcrete), within the agreed budget minutes 234(2017-18) and 014(2018-19).

034(2018-19) Wyre Council - Unauthorised signage
Further to minute 274(2017-18), the following reply has been received from Mr Thow, Head of Planning.

Firstly, there is no statutory duty to enforce breaches of planning law, although the Government provides local authorities with the powers to do so where it is expedient. A person who displays an advertisement without consent is committing an offence but advertisements are controlled with reference to their effect on amenity and public safety only, so the regime is lighter touch than the system for obtaining planning permission for development. The council would not be able to enforce or prosecute simply because an offence had been committed but would need to demonstrate harm in respect of amenity or public safety. The council is committed to investigate all alleged breaches of planning control, but we can only do so as our resources allow. Unfortunately at present we have less than half our enforcement resources as we only have one part time officer at present and we are looking to recruit a new full time officer. Until we have this resource in place we are having to prioritise cases and this means that there are, unfortunately, a large number of cases being held in abeyance, including this one. All cases will be investigated and the appropriate action will be taken as soon as we have the necessary staff in place.

Does the Council wish to make any response back to Wyre Council?

Resolved: That the TC remind Wyre Council of their duties (monthly), that council further resolved that Cllr Leech speaks informally to IGT about the signage in Garstang referencing the ‘Garstang conservation area document’ (on Wyre Council website) and bring back any feedback to September’s meeting. This topic will also be included as part of the Neighbourhood Plan.

035(2018-19) LALC; 74th Annual General Meeting 2018
Cllrs were invited to attend the 74th Annual General Meeting which will be held on Saturday 17 November 2018 at Howick House, Penwortham.

Resolved: Cllr Cornthwaite to attend.
036(2018-19) 2019 Town Council Awards, Cllr Hynes
Following on from the success of Garstang’s first Town Council Awards 2018, the working party met on 18 June 2018 to discuss how it went and what could be improved for the 2019 Town Council Awards.

Resolved:
a) that Cllr Hynes leads the awards for 2019.
b) that a working group and judging board of 4/5 Town Cllrs, 2 youth Cllrs and 2 members of the public be formed.
c) that an email address for the awards be set up: awards@garstangtowncouncil.org
d) that Cllrs & employees would not be allowed to nominate.

037 (2018-19) Project Monthly Status Report template, Cllr Allan & Clerk
Further to minute 217(2017-18), Cllrs were asked to approve the template for reporting project monthly status updates. An example was detailed at agenda item 14 (Local Council Award Scheme).

Resolved: The template project sheet was approved. It was agreed that it should be distributed to Town Cllrs, as appropriate. Town Cllrs to complete these for every TC meeting. Project managers should also submit any additional documentation in support of their project, as background papers relating to the decision.

County Cllr Turner arrived

038 (2018-19) Local Council Award Scheme
The Clerk had completed the project sheet for the above. Two grant awarding policies had been circulated. The Clerk reported that the accreditation panel may seek evidence that any formal complaints received by the council during the last year have been properly addressed.

Resolved:
i) Cllr Allan to support the Clerk on this project; remove Cllrs Hynes and Ryder
ii) a Grant Awarding Policy for the Town Council (option 1) was approved.
iii) The Council noted that no complaints had been received in the last year for the period 1 July 2017 to 30 June 2018.

039(2018-19) Lancaster Road j/w Green Lane East/West, Cllr Hynes
Cllr Hynes spoke about the roundabout at Lancaster Road j/w Green Lane East and West, being in a terrible state of disrepair and the faded markings.

Resolved County Cllr Turner provided an update, from LCC, which gave conflicting information about maintenance. On one side LCC said that they would repair the potholes, on the other side they said that the roundabout would not be resurfaced and repainted. The Clerk to write to County Cllr to say that it is not a pothole that needs fixing but a roundabout that needs resurfacing and re-marking. There is also an outstanding commitment that was made to outgoing County Cllr Perkins in March 2016 that repairs and maintenance would be completed within 12 weeks

040(2018-19) Planning Committee
Cllr Perkins reported on the Planning Committee meeting held earlier that evening.

041(2018-19)
a) Payments – Council approved the following payments.
Royal Bank of Scotland Bank account
Payroll (figures provided by Towers+Gornall) to be paid electronically on 26/07/2018 2,639.29
LCC pension direct debit (19/06) , 707.12
Cheque payment 000047 Mrs E Parry - Clerks expenses (13/6/18–10/7/18) 36.76
Electronic payment E00078 Colin Cross Printers – office supplies 123.54
E00079 Houghtons Filling station – Lengthsman supplies 148.41
E00080 Key engineering – Lengthsman refuse sacks 38.45
E00081 Police & Crime Commissioner – Office hire 1/05/18 - 31/10/18 700.00
E00082 HM Revenue – Tax & NI 05/18 – 07/18 inclusive 1,954.80
Payment between meetings
E00074 Dickies workwear-Lengthsman shorts 45.00

Direct Debits
2 July Three.co.uk - Office internet (June) 10.00
17 July Three.co.uk Clerk mobile phone 15.00

b) Statement of Accounts, 30 June 2018 - noted
HSBC Current account £14,800.50
Royal Bank of Scotland £6,583.22
HSBC Reserve account £79,878.10
Money Market Account 1 year £30,090.42

042(2018-19) Finance Committee meeting 10 July 2018
Resolved:
   a) The Finance Committee approved the minutes of the meeting held on 10 July 2018 (the minutes had been circulated to Full Council).
   b) Full Council acknowledged receipt of the summary receipts and payments to date 30 June and comparison to budget for April to June 2018 (Ref 19b SO’s).

043(2018-19) Internal Audit Report
Further to minute 275(2017-18)(e), the Clerk advised that Cllrs Cornthwaite, Harter and Hesketh had met with the RFO, on 10 July, and had made recommendations to comments made by the internal auditor (as detailed on the circulated report)
Resolved: Councillors accepted the recommendations made to the internal auditor as detailed in the 4th column of the report.

044(2018-19) Exclusion of the Press and Public
That under the Public Bodies (Admission to Meetings) Act 1960 and standing order 26a, the public and representatives of the press were excluded from the meeting during the consideration of staffing matters as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

045(2018-19) Staff working arrangements
Resolved: Council approved the Clerk’s Annual leave and summer working arrangements.

046(2018-19) Reports from the Clerk, project leaders and outside body representatives, County & Borough Cllrs and Mayor’s engagements (information only)

Clerk report
LALC’s June newsletter has been distributed by email.

Civic Sunday – Cllr Webster has provided the Clerk with her views on next year’s Civic Sunday. Cllr Webster and the Clerk are looking to bring a date for Civic Sunday to September’s meeting.

Councillor’s reports
Garstang Academy Footpaths Working Group, Cllr Webster — for information only
Further to the Town Council resolution at February’s meeting Minute 199(2017-18), I arranged a meeting to discuss the concerns regarding the safety of students and pedestrians along the Academy footpath. David Thow Head of Planning at Wyre, Cllr Shaun Turner LCC, Cllr John Ibison, Barnacre with Bonds Wyre Councillor, Cllr Susan Bulman Catterall Parish Councillor, Cllr Norman Howell Chair of Barnacre with Bonds Parish Council and Mr Alistair Ashcroft, Garstang Community Academy Principle were all invited. The meeting was held at the Academy on Friday 15th June and everyone attended except for David Thow. A working group was set up including everyone who attended the meeting. Cllr Howell was proposed and seconded as Chair of the working party and I was proposed and seconded as Vice Chair.

Please see the attached draft letter the working party are planning to send to Lancashire County Council via Shaun Turner imminently. Please also note Cllr Howell’s comments regarding the overgrown hedges along the footpath.
In addition, I wish to advise you that Barnacre with Bonds Parish Council have written to LCC Highways with regard to the overgrown hedges along the side these footpaths. This has been acknowledged by LCC Highways and they have advised as follows:

1. The issue has been logged
2. The issue will be investigated by the Highways Team and hedges vested within the Highways Authority will be pruned as required.
3. Most hedges along the highway are under private ownership and in these cases the Highway Authority cannot take arbitrary action on private property. The Highways Team will initially issue 2 letters consecutively to the householder allowing 28 days for the vegetation obstructing the footway or roadway to be pruned. If the required work has not been carried out after 28 days a notice will be served on the owner of the offending property giving them notice to remove the danger.
4. It is anticipated that this process may take up to 60 days to completion "

Scarecrow Festival
For information, the event will be covered by GTC’s insurance policy.
A copy of the event management plan and risk assessment is available from the Town Clerk.

Written reports from Outside Bodies
Fairtrade Report – Cllr Ryder
Garstang Fairtrade hosted a group of 28 visitors from Crewe and Nantwich University of the Third Age (U3A). Short presentations on the origins of Garstang as the first Fairtrade town and Fairtrade products were given.
I gave the introduction to Garstang, a short history of the town and explained the Council’s support of Fairtrade.
The Fairtrade Steering Committee held its AGM on the 26th June.

Written Report from Wyre and Lancashire County Councillors
Wyre Cllrs Atkins and Collinson
No report received

Wyre Cllr Balmain sends his apologies to the meeting.
I have no report as I have not attended any meetings. Please submit my apologies to the meeting.

Mayor’s engagements
Wyre Council Civic Sunday - Fleetwood - Wyre Mayor Marg Anderton on 24th June 2018
Rotary Club Dinner - Garstang Golf Club - 27th June
Armed Forces Day – 28th June
Bilsborrow - John Cross School - to celebrate 300 years – 6th July
Terry Underwood Garstang Theatre Dinner Dance 7th July
Porsch Rally, Garstang – 8th July
Preesall Town Council Civic Sunday – 8th July

047(2018-19) Items for next Council Meeting
Councillors are asked to raise matters to be included on the agenda and ‘Report of other representatives and projects’, for on 16 July 2018 by notifying the Clerk by 6 July 2018. 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 meeting finished at 21.00