

GARSTANG TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON 3 DECEMBER 2018, 7.30pm AT THE LIBRARY

In attendance: Chairman – Hynes

Councillors: Allan, Brooks, Cornthwaite (arrived at 8.15), Harter, Hesketh, Leech, Perkins, Ryder and Webster

Also present: Wyre Ward Cllr Atkins, County Cllr Turner and 4 members of the public. Item 5, Ed Whalley from McCarthy & Stone and Chris Butt from the Planning Bureau.

106(2018-19) Apologies for absence

Cllrs Cornthwaite (notified Clerk in advance that he would be late), Halford and Salisbury

107(2018-19) Declaration of Interest

Item 6 Remembrance Sunday item – ‘other interest’; Cllrs Brooks, Harter and Hesketh members of the Royal British Legion (RBL).

Item 12 Scarecrow Festival ‘other interest’; Cllrs Leech and Webster members of the Scarecrow Festival Trust.

108(2018-19) Minutes

A copy of the minutes of the Town Council meeting held on 19 November 2018 had been circulated.

Resolved: The minutes of the meeting were confirmed and signed as a true record.

109(2018-19) Public Participation

The meeting was adjourned to allow the member of the public to speak. County Cllr Turner read out an update on LCC ‘Children and family wellbeing’ (report on file).

110(2018-19) Application 18/00973/OUTMAJ; McCarthy and Stone;

Ed Whalley from McCarthy & Stone and Chris Butt from the Planning Bureau met with Cllrs to provide details about the above proposal and how McCarthy & Stone intends to consult with the local community. The Town Council then discussed if they wished to add any further response to Wyre Council.

Resolved: After listening to the presentation, the Town Council restated their objection to the application. The Town Council have concerns about:

- a) Highway issues that include the highway safety implications of the proposed development and the safety of pedestrians along Kepple Lane. The development should consider having a visitor’s car park, to prevent an increase of on street parking along Kepple Lane. The TC also has concerns about access for emergency vehicles at the back of the development where the apartments are sited.
- b) the building design and endorse, again, the conservation officer’s concerns.

111(2018-19) Garstang Remembrance Sunday arrangements

Two proposals were on the agenda from Cllrs Brooks and Hynes. Cllr Brooks spoke of the Remembrance arrangements especially the timing of the Last Post and Silence. He proposed that the Town Council assumes responsibility for organising the Towns’ Remembrance Day activities. He said that Mr Brewin was a brilliant fundraiser but that he was not an organiser of a parade. The meeting was adjourned to allow Mr Brewin to speak. Mr Brewin responded saying that he had organised the parade for 4 years. This year was the closest year that the service had got to 11am at the war memorial. There were a number of factors that had influenced the timings at the War Memorial. He wished to place on record that he thought it was disgusting that a Town Cllr, who had not come to the RBL to have a meeting, had put his concerns straight on the agenda without consulting the RBL, who have organised the parade for 50+ years.

Resolution: The Town Council agreed to write a letter of thanks to Mr Brewin and the RBL for all the work they had done this year and offer any support that they may need during the forthcoming year. The Town Council **further resolved** that they agreed that arrangements for Remembrance Sunday should be left to the RBL and that the TC support the RBL.

112 (2018-19) Proposed budget and precept 2019/20

Cllr Harter reported that the Finance Committee members had met with the Clerk on 26/11/18, whereby the Clerk had presented a briefing paper relating to next year's budget. The recommendations that were discussed were detailed on the 2019/20 budget sheet (V0.2 20181203). The Finance Committee will be meeting on 15/1/ 2019. Based on the information received from Wyre Council Wyre Council (on the Tax Base for 2019/20 expected in early December, from which the Band D equivalent will be calculated), the Committee will be recommending a precept figure for Full Council to approve on 21/1/19. Wyre Council have agreed to receive Garstang TC's precept figure on Tuesday 22/1/19. The TC have been asked to provide an indicative amount earlier than 22/1/19. Consideration of Wyre's budget (incorporating Parish and Town Council Precepts) will be in February 2019.

Resolved: Full Council approved the recommendations as detailed on the budget sheet (V0.2 20181203).

113(2018-19) Old Council Office and Community Building - Cllr Allan

Resolved: That a working party, consisting of Cllrs Allan, Cornthwaite, Perkins and Webster, be formed to look at building a working relationship with Keyworker Homes to ensure that, where possible, the TC can maximise any benefits for Garstang.

114 (2018-19) Town Council awards, Cllr Hynes (The project sheet had been circulated with the agenda paper)

Cllr Hynes reported that the Clerk had been presented with a motion that, in accordance with standing orders point 11a, 4 Cllrs wish to rescind the decision 077(2018-19). Cllrs Allan and Webster would like to join the existing 5 Cllrs in the working group and judging panel for the Town council awards.

Resolved: The TC agreed that Cllrs Allan and Webster join Cllrs Hesketh, Halford, Hynes, Leech and Ryder on the working group and judging panel.

115 (2018-19) Breach of standing orders and financial regulations, Cllr Brooks

Resolved: Cllr Brooks withdrew his agenda item.

116 (2018-19) Financial Regulations, Cllr Brooks

Cllr Brooks said that salary reviews have not been carried out in 2017 or 2018 and possibly in earlier years. Cllr Cornthwaite said that salaries had been reviewed by the Finance Committee annually over a number of years. Cllr Allan spoke of the arrangements of the Personnel Committee.

Resolved: As per item 4.4 of Financial Regulations; salary budgets shall be brought to the meeting of the council in February 2019 for review with any changes impacting on committee budgets for the forthcoming year

117 (2018-19) Scarecrow Festival, Cllr Webster (The project sheet had been circulated with the agenda paper)

The TC noted that further to resolution 073(2018-19) [15/10/18], Garstang Scarecrow Festival had decided to run the Scarecrow Festival as a stand-alone event and not as a Garstang Town Council event. Garstang Scarecrow Festival team would like to thank Garstang Town Council for supporting the event in its first year. The team intend on holding the scarecrow festival the first weekend in July from 2019 and each year thereafter on the same weekend to coincide with National Build a Scarecrow Day.

118 (2018-19) Use of Scout Hut car park by Garstang Medical Centre

The Council considered Garstang Medical Centre's request to allow some of their staff to park their cars on the Scout Hut car park during the month of January 2019.

Resolved: The Town Council approved that 10 car parking spaces, could be used by Garstang Medical Centre staff, in the Scout Hut car park Monday to Friday, as long as the cars are moved by 4.30pm, when the car park is required for users of the scout hut (rainbows, cubs etc.).

119 (2018-19) Project sheets, Cllr Allan

The table below details the project sheets received by the Clerk to date

Project	Cllr manager	Report received 03/12/18	Report received 19/11/18	Report received 15/10/18	Report received 17/09/18
Battle's Over – A Nation's Tribute	Cllr Cornthwaite/Brooks	x	x	x	x
Review of code of conduct (Breach of confidentiality)	Cllr Ryder	✓	x	x	x
Council Award scheme	Clerk	✓	✓	✓	✓
GTC Facebook Platform	Cllr Ryder	✓	✓	x	x
GTC Web Site, Facebook and Instagram	Cllr Ryder	✓	✓	x	x
GTC annual awards	Cllr Hynes	✓	✓	✓	x
Moss Lane playing field	Cllr Ryder	✓	✓	x	x
Neighbourhood Plan	Cllr Brooks	x	x	x	x
Scarecrow Festival	Cllr Webster	✓	x	✓	x
Unauthorised Signage	Cllr Salisbury	x	x	x	x
War Memorial	Cllr Harter	✓	x	✓	✓

Resolved: The Council agreed that the summary table is published on the Town Council website from 16/1/19 (publication of January's agenda) detailing 3 columns; the current and preceding 2 months. The Council **further resolved** that monthly project sheets as from 16/1/19 should be published on the Town Council website. The War Memorial (completed) and Scarecrow Festival (no longer a TC project) to be removed from the table.

120(2018-19) Planning Committee

Cllr Perkins reported on the Planning Committee meeting held earlier that evening.

121(2018-19)

a) Payments – Council approved the following payments.

Payroll (figures provided by Towers + Gornall) to be paid electronically on 26/11/2018	2,675.32
LCC pension direct debit (19/11/18)	707.12
Clerk; LC2 range SCP 26-38, 'National Agreement on Salaries and Conditions of service of Local Council Clerks in England & Wales 2004'. Lengthsman scale point SCP 6 -13	

Cheque payment

000056	Garstang & District Heritage society – supply & fit 5 poppy plaques	50.00
	265(2017-18) - 4 poppy plaques approved at £40; approval sought for £50 expenditure which is within £5,000 expenditure approved for the WM	
	234(2017-18)	

Electronic payment

E00118	Police & Crime Commissioner – office rental 11/18-04/19	700.00
E00119	SLCC membership	175.00
E00120	Stone UK – engraved stone at the War Memorial 234(2017-18)	390.00

b) Statement of Accounts for October

HSBC Current account	£	6,686.07
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Royal Bank of Scotland	£	33,883.72
HSBC Reserve account	£	39,887.64
Money Market Account 1 year	£	30,090.00

122(2018-19) For information items

Clerk's report

No updates

Cllrs report

Report by Cllr Cornthwaite on Lancashire Association of Local Councils Annual General Meeting held on 17 November 2018

The meeting commenced with a presentation by the Safe and Healthy Travel Team from Lancashire County Council. The presentation, specifically for older people, covered varied aspects of safe driving and staying safe when travelling. The team offer a Senior Road Users Workshop, which is available to relevant community groups.

The Association's Annual Report, Accounts for 2017/18 and Budget for 2019/20 were approved. The Treasurer made the point that this year's subscriptions had been reduced by transferring monies from reserves and that this would not be the case next year. However, the Treasurer assured delegates that next year's subscriptions would be similar to last years before the reduction had been applied.

The Associations Officers and Auditors were approved.

The following motions were debated and voted on;

1. Bretherton Parish Council

The Parish Council believes that there is a need to improve policing in rural areas, in terms of visibility and response to incidents

Motion carried.

It was agreed LALC to write to the Police and Crime Commissioner, Chief Constable and other relevant persons to express concern about the level of policing in rural areas

2. Preesall Town Council

Asks for the support of LALC to request that NALC lobbies government on the following motion; That all councillors sign upon taking office and are held accountable to, the commitment to follow the adopted code of conduct of their council which should include observance, acceptance and compliance with the Monitoring Officers findings, observations and requirements (if any) in any code of conduct investigation and that to not do so results in an immediate suspension from the role of councillor as would be the case if you were sent to prison for example.

Motion carried.

3. Preesall Town Council

Asks that LALC lobbies NALC to seek Government support for the introduction of an IT requirement for all Town and Parish council councillor candidates. Following on from the Transparency scheme where councils were encouraged to have IT equipment and websites, we ask for support for the motion that the first tier of government moves towards 100% electronic communication and the abandonment of paper copies other than for archive purposes.

Motion lost. Delegates unanimously voted against the motion on grounds of discrimination against older and/or disabled persons and possible increased costs for Town and Parish Councils e.g. provision of laptops/tablets and training.

4. LALC Finance and Management Committee

Asks the LALC membership for support in requesting NALC to regularly review and update, as required, the criteria used with regard to the classification of small and large councils.

Motion carried.

Meeting closed at 12.00

Councillor's Projects

- a) **GTC Facebook Platform – Cllr Ryder** (project sheet update circulated by email)
- b) **Local Council Award Scheme – Clerk** (project sheet update circulated by email)
- c) **Moss Lane playing field - Cllr Ryder** (project sheet update circulated by email)
- d) **Review of Code of Conduct (relating to the confidentiality breach)** (project sheet update circulated by email)

- e) **Town Council Web Site, Facebook and Instagram – Cllr Ryder** (project sheet update circulated by email)
- f) **War Memorial** – Cllrs Harter and Allan (project sheet update circulated by email)

123(2018-19) Items for Next Agenda

Councillors were 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 **on 3 December 2018 by notifying the Clerk by 23 November 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 21.20

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