

GARSTANG TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON 15 APRIL 2019, 7.30pm AT THE LIBRARY

Present: Chairman - Cllr Hynes

Cllr Allan	✓	Cllr Harter	✗	Cllr Perkins	✓
Cllr Brooks	✓	Cllr Hesketh	✓	Cllr Ryder	✓
Cllr Cornthwaite	✓	Cllr Hynes	✓	Cllr Salisbury	✓
Cllr Halford	✓	Cllr Leech	✓	Cllr Webster	✗

Also present: Wyre Ward Cllrs Collinson and Atkins, Clerk to Town Trust and 1 member of the public

209(2018-19) Apologies for absence

Cllrs Harter and Webster
Wyre Cllr Balmain

210(2018-19) Declaration of Interest

Item 8 a) Scarecrow Festival Committee – other interest – Cllr Leech Committee member

Item 8 b) Ice cream Festival – other interest – Cllr Leech & Perkins IGT member, Cllr Ryder – other interest, son in law Chair of IGT, Cllr Perkins – other interest works with the Festival Committee

Item 5 North West Stages Car Rally 2020 – other interest – Cllr Perkins founder of Garstang Memory café.

Item 14 Church Street, on-street parking – other interest – Cllr Halford & Perkins, member of the Town Trust. Cllrs Hynes and Brooks acknowledged that they had received parking tickets.

Item 21 Christmas Lights account – other interest, Cllr Halford member of the Christmas Lights group.

211(2018-19) Minutes

A copy of the minutes of the Town Council meeting held on 18 March 2019 had been circulated. Cllr Allan pointed out that Minute 200(2018-19) point b the year should read 2019 not 209. The appendix should read Moss Lane and not Kepple Lane.

Resolved: The Council approved the 2 amendments as detailed above and the minutes of the Town Council meeting held on 18 March 2019 were confirmed and signed as a true record.

212(2018-19) Public Participation

A member of the public wished to speak. He spoke about the car park payment machine at the High Street car park. Between 5.00 – 6.00pm you can't pay for evening payment. It was agreed that the car parking agenda item would be taken next.

213(2018-19) New Car Parking Charges 1st April 2019, Cllr Brooks

The charges cover a 24 hour period rather than 0800 to 1800. Permit holders who wish to park in the evening and will stay more than 2 hours will have to pay the full charge of £2.00. Were the Town Council consulted on the new charges and if so what was our response?

Resolved: Cllr Atkins reported that Wyre Council did not specifically consult Parish and Town Councils. The Clerk reported that Wyre Council were aware of the issue (which should have been fixed by 8/4) so that a ticket could be purchased before 6.00pm. The Council **further resolved** that the TC writes to Wyre Council to ask if the evening parking permit can be extended for 3 hours after 6.00pm, as it affects people attending the town centre amenities.

214(2018-19) Church Street, on-street parking, Cllr Webster

Cllr Webster had circulated a report detailing that she had received 2 complaints from members of the public regarding parking on Church Street near Hamlets & the former Mike's Sportsworld on market day. *Ordinarily the public are able to park there for 30 mins during the day in order to pop in a shop etc however on market day, I believe you are not allowed to park there and therefore get booked. There has been a noticeable decrease in the number of stallholders on market day and I believe that there are no longer as many stallholders on this stretch of road on market day hence parking spaces are now available and you can see why the public think they are allowed to park there.* The Town Trust reported that there are a number of signs detailing the parking restrictions. There are health and safety reasons for stall holders as to why these restrictions are required. The Trust were happy to meet with representatives from LCC and Garstang Town Council to discuss these parking issues. A High street trader had communicated with the Clerk asking the Town Council to intervene and prevent further action which drives people from the High Street to the supermarket free parking. **Resolved:** Cllr Webster, the Town Clerk and the Clerk to the Town Trust meet with County Cllr Turner to review the signage and the time of the restriction and bring any recommendations back to the Town Council for decision.

215 (2018-19) North West Stages Car Rally 2020, Cllrs Hynes and Allan

The Mayor, Cllr Allan and the Clerk met with the NW Stages team on 04/04/2019 for a post event review. The event was a major success for the NWS team and they were extremely grateful for the Town Council's enthusiastic support of the event. They want to be able to hold the Ceremonial Start in Garstang Town Centre again as the event way surpassed their expectations. They had thought maybe two or three hundred would turn up but we had between two and three thousand. The provisional dates are in March 2020.

The traders and the community have been full of praise for the event.

Resolved: The Town Council wished to support the North West Stages Car Rally 2020 event Cllrs Hynes and Allan to manage the Town Council effort. The Town Council **further resolved** to accept the donation of £1,000 to the Mayor's charity (Garstang Memory café)

216 (2018-19) Notice of Uncontested Election

The Council noted the Returning Officer, Wyre Council's statement, published on 4/4/19, that 10 candidates were duly elected Councillors for Garstang. Cllrs Cornthwaite and Hesketh will be finishing their term of office on 7/5/19.

217(2018-19) Annual Town Council Meeting (ATCM) arrangements

The Clerk reported that at the above meeting (16 May 2019), appointments onto Committees and the listed 'outside bodies' will be made. In preparation, Cllrs are asked to consider:

a) Appointments onto Committees

Council were asked to discuss the appointment of members to the committees listed below (details members for the term 2019-23), resolve if any new committees are required or current committees dissolved and the number of members (a quorum is currently 3 members).

A lengthy discussion took place on membership of the Personnel Committee.

Resolved: The following recommendations were made:

Finance Committee - Cllrs Allan, Harter, Halford, Ryder and 2 vacancies.

Personnel Committee – Cllrs Allan, Brooks, Harter, Leech, Salisbury and Webster (Cllr Brooks asked for a recorded vote; 6 were in favour, 1 against and 3 abstained).

Planning Committee - Cllrs Allan, Hynes, Leech, Perkins, Ryder and Webster

That the Amenities Committee be disbanded.

b) The Council were asked to recommend appointments to the following outside bodies

Resolved: The following recommendations were made:

Lancashire Association of Local Council (LALC - Area Committee), Cllrs Ryder and Allan.

Fairtrade Committee – Cllr Ryder

Kepple Lane Park Trust – Cllr Harter

Millennium Green Trust – Cllr Halford

Town Trust – Cllrs Harter, Halford and Perkins

Youth Council – Cllrs Allan, Perkins and Leech

Planning Ambassador – Cllr Webster, deputy Cllr Ryder
Garstang Flood Action Group – Cllr Brooks

c) The Council were happy to proceed with the same arrangements as last year, i.e. to provide refreshments of cheese and wine with assistance from Booths, Sainsburys and Aldi?

218 (2018-19) Garstang Festivals

a) Garstang Scarecrow festival

Further to last month's meeting, minute 194(2018-19), the Council considered the report that the Clerk had prepared.

Resolved: The council approved the expenditure of £420 for First Aid cover at the 2019 Scarecrow festival, 5 - 7 July 2019, from code 4641 using the Function: Tourism and Entertainment; Power & Duty: Power to encourage tourism to the Council's area. Provision of entertainment and support of the arts. Statutory provision: LGA 1972, s 144 and 145. The 'Garstang Town Council supports this event' banners to be displayed.

b) Garstang Ice Cream Festival

The Council considered, the request of the Garstang Ice Cream Festival to ask if the Town Council would give a donation towards the costs of this year's Festival, which will take place in the town on 21st July 2019. We would be extremely grateful for a donation to assist us with our increased costs, and this will help us bring another successful Ice Cream Festival to the town.

Resolved: The Council approved the expenditure of £200 from code 1641 using the Function: Tourism and Entertainment; Power & Duty: Power to encourage tourism to the Council's area. Provision of entertainment and support of the arts. Statutory provision: LGA 1972, s 144 and 145. The 'Garstang Town Council supports this event' banners to be displayed.

c) Children's festival

The Committee sought the Council's permission to use the Moss Lane playing fields on Monday 27/5/2019 in order to hold the afternoon events for this year's Festival. The Committee thanked the Town Council for their support in providing the storage facilities on Kepple Lane. All the Town Councillors are invited to walk in the morning procession, meeting at the Market Hall at 10.30 am.

Resolved: Full Council agreed that the Children's Festival Committee could use Moss Lane playing field on 27/5/2019. The Clerk to provide the Committee with the application form to use Moss Lane playing field for completion.

219(2018-19) The Garstang Courier, Cllr Allan

Cllr Allan reported that many newsworthy items never get into the pages of what is by name our local newspaper. Cllr Allan suggested that a meeting be held with the paper management to agree how we should work with them to ensure we get adequate news coverage.

Resolved: That Cllrs Allan and Harter and the Clerk meet with The Courier to discuss how the Town Council can get adequate news coverage into the Garstang Courier.

220 (2018-19) Strandsdale Centre (Regenda Housing), Cllr Harter

This item was deferred.

221(2018-19) Standing Orders, Cllr Brooks

This item was deferred.

222 (2018-19) The Council Constitution, Cllr Brooks

This item was deferred.

223(2018-19) Catterall Gala Committee - 1/6/2019

Resolved: Cllrs Perkins and Ryder to join the Mayor and consort elect at Catterall Gala

224(2018-19) Project sheets

Cllrs acknowledged the circulated project sheets.

225(2018-19) Planning Committee

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

226(2018-19) Finance Committee

Resolved: The Finance Committee approved the minutes of the following Committee meetings (minutes circulated to Full Council):

- a) Finance Committee meeting held on 15/1/2019
- b) Finance Committee meeting held on 10/4/2019

227(2018-19)

Cllrs approved the expenditure detailed below

Payroll (figures provided by Towers + Gornall) to be paid electronically on 26/04/2019 2,715.77

LCC pension direct debit (19/04/19) 760.86

Clerk; LC2 range (new SCP as from 1/4/19 19-32), 'National Agreement on Salaries and Conditions of service of Local Council Clerks in England & Wales 2004'. Lengthsman scale point SCP 1-4 (new SCP as from 1/4/19)

Cheque no.

000060	Mrs E Parry – Clerk's expenses 14/3 to 8/4 (c/f to 20/5/19 meeting)	4.83
000061	RJ Hodgson – woodchip for KL Park minute 130(2018-19)	340.00
000062	LALC annual subscription 2019-20	661.02

Electronic payment

E00153	Wyre Council – Grounds maintenance 2019-20 minute 152(2018-19)	5,202.00
E00154	Colin Cross Printer – 1 Box A4 copier paper	19.95
E00155	Printmob Awards printing minute 179(2018-19)	35.50
E00156	British Youth Council 2018-19 membership (approved YC minute 042(2018/19))	60.00
E00157	HMRC Month 10-12	1,952.71

Direct debits

1 April	Three.co.uk - Office internet	10.00
17 April	Three.co.uk - Clerk mobile phone	15.60

Income received – for information

2/4/19 Remittance	Wyre Council – precept	75,740.00
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b) Statement of Accounts at 31 March 2019 – for information

HSBC Current account	£	1,492.19
Royal Bank of Scotland	£	3,608.63
HSBC Reserve account	£	39,925.63
Money Market Account 1 year	£	30,307.84

228(2018-19) Garstang Pitch project Buy a Pitch Square

Further to minute 206(2018-19); meeting held on 18/3/19, the RFO is reporting that the following payment could not be made, as the project has been completed and closed. The £50.00 remains in the TC account.

E00151	minute 061 (2018-19) outstanding payments from the Youth Council	50.00
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£50 could be donated, to buy some squares in the Garstang Pitch project Buy a Pitch Square.

Resolved: The Town Council noted that the payment had not been made.

229(2018-19) Christmas lights accounts

The Council noted the update from the RFO that the cheque presented for payment (Cheque number 100025 for £17,790.00 to LITE Ltd) was returned unpaid due to a lack of funds available in the TC's Christmas Lights account. A charge of £15.00 has been deducted from the account for returning the cheque. There were insufficient funds due to an admin oversight on a cheque presented from the Chamber of Trade to the Town Council.

Resolved: That the Town Council ask for the £15.00 bank charge to be paid, by the Chamber of Trade, into the Town Council account.

230(2018-19) for information items

Reports from the Clerk, project leaders and outside body representatives.

1. Clerk's report

a) Car rally feedback via the TC website

Dear Town councillor's, I am from Blackburn. I attended the start of the Northwest Stages Rally on Friday night. I am 48 and have never been to Garstang Town centre!! I go to Guys and Barton Grange regularly. I have to say how impressed I am with the organisation, atmosphere that came from you hosting this event. Pizzas were great too and it has opened my eyes to what you have to offer, we will be back to sample more delights. Well done for hosting this event and Thank you for preserving and maintaining your lovely part of Lancashire.

b) Further to minute 15/3/19 the Lengthsman will be attending the course running on the 16th May 19 at Whalley Depot, Clitheroe starting. The cost of the course is £55.00 per candidate.

c) Waste and recycling contract agreed for Veolia and Wyre Council

Wyre Council has chosen to extend its award winning waste and recycling partnership with Veolia until 2028. Together the partnership will work on further improving rates of recycling across the borough and continue to deliver the exceptional level of service which has come to be expected for Wyre residents.

An initial contract between Veolia and Wyre Council commenced in April 2012 which included an option to further extend this by eight years. The council has fully evaluated its options for waste collection and along with some service delivery changes starting next year, this has been identified as the best value approach.

The partnership with Veolia has achieved significant savings over the initial eight year term of the contract. Agreeing to extend the contract will ensure that the council continues to deliver a service that offers value for money for residents.

In spring 2020 recycling will become easier for residents with the introduction of a new bin for the recycling of glass, cans and plastic bottles. The council will replace the current box recycling system, with a wheeled bin for each household providing increased capacity. Recycling will be collected every fortnight alternating between the blue paper and card bin, and the new glass, cans and plastic bottles bin.

Residual waste in the grey bins will continue to be picked up every two weeks. The paid for green waste service will also continue to be picked up every two weeks providing a minimum number of 22 collections per year.

Households on a sack collection will not be affected.

The council's investment in the new bins, along with a new fleet of vehicles will ensure that the service runs as efficiently as possible.

Councillor Simon Bridge, Portfolio Holder for Street Scene, Parks and Open Spaces at Wyre Council commented: "Over the last eight years Veolia has delivered a quality service for us and the residents of Wyre, which has allowed us to make considerable savings. We are aware that waste collection is a key service to all residents and we strive to maintain high standards whilst meeting legislative demands. In 2016, the service was awarded a national accreditation as the best performing service by the Association for Public Service Excellence and has been shortlisted in other years. Agreeing to extend our partnership now means we can now look to move forward and find ways to support our residents to reduce the waste they produce and increase recycling rates in Wyre. "Through our waste survey we have listened to feedback about the current recycling boxes. It's clear they can cause littering problems and they can also be difficult for residents and our operatives to pick up. This new system means that we will all be able to recycle much more efficiently. The new bins have a larger capacity and will also be much easier for residents and collection crews to handle."

Philip Gilmour, Regional Director, Veolia UK & Ireland commented: "Wyre Council is a long standing and highly valued customer of Veolia. We are delighted to be extending our close-working relationship and look forward to continuing and improving the service delivery to the local community. Working in partnership with the council, the Veolia team is excited by the prospect of introducing new and improved recycling services for residents, to help deliver a more sustainable future."

A collection calendar and a full information pack will be sent out to all affected residents in advance of any changes.

2. Written reports from Outside Bodies

Garstang in Bloom – Norah's garden

We have now cleared the site and the telephone box is to be removed shortly

I am aware that your funding relies upon the presentation of a plan for the area

Our adviser who is going to draw the planting plan is currently very busy and the plan will not be complete until the end of April. At a quick meeting this morning we decided to wait for his advice rather than proceed on our own -so we will not be requesting funds until early May.

3. Councillor's Projects

As detailed in main agenda

Cllr Brooks

WYRE LOCAL PLAN 2011-2031

NATIONAL PLANNING POLICY FRAMEWORK; NEIGHBOURHOOD PLANS

GARSTANG TOWN COUNCIL

GARSTANG NEIGHBOURHOOD PLAN 2018-2031

Wyre Council has formally granted Neighbourhood Area Status to the Garstang Neighbourhood Plan.

Wyre Council adopted its Local Plan 2011-2031 on 28 February 2019.

In the Introduction to the Local Plan it is recorded as follows;

“1.1.4. Neighbourhood Plans form part of the Development Plan once adopted. At present there are no Neighbourhood Plans covering any part of Wyre. Three Neighbourhood Plan Areas have been designated relating to the settlements of Barton, Dolphinholme and Garstang. It is the intention of the relevant Parish/ Town Councils to prepare Neighbourhood Plans.”

It should be noted that both Barton and Dolphinholme predate Garstang’s Plan.

It is the intention of the Steering Group to develop a draft Vision, Aims and Objectives as described in the Steering Group’s Terms of Reference for the Town Council’s approval.

To that end a detailed analysis of the adopted Wyre Local Plan is required to establish the context of development not only in the Parish of Garstang but in the so called A6 Corridor and the settlements along and close to it because their future will impact on Garstang as Garstangs will on them. Garstang is as we know a Key Service Centre for the East of the Borough.

A review of the Local Plan is underway which will hopefully be completed by the end of May to allow approval by the Town Council of the Vision and aims and Objectives before the Summer recess.

In the meantime copies of documents of significance contained in the Local Plan will be circulated to Councillors including as follows; (these documents are also available to be viewed and downloaded on the Wyre Council Local Plan website)

1. Local Plan; Contents Sheet.

2. Page 36. Figure 4.1:Key Diagram.

3. Page 194. Appendix D: A6 Corridor Highway Mitigation Strategy.

4. Appendix E: Housing and Employment Growth.

5. From Adopted Wyre Local plan Policies Map; a),Key, b)Garstang Town Centre and c), the A6 Corridor settlements from Cabus to Catterall and Claughton.

4. Written Report from Wyre and Lancashire County Councillors

Cllr Atkins

No report submitted

Cllr Balmain

No report as I have not attended any meetings.

Cllr Collinson

No report submitted

County Cllr Turner

No report submitted

5. Police update - no update

6. Mayor’s engagements (information only)

22nd March NW rally ceremonial night

23rd March morning flag off cars at Myerscough college

23rd March evening NW rally presentation evening

4th April Garstang Musical Productions to watch “Seasons of Life”.

7. Town Crier engagements (information only)

Date	Activity	Time of activity	Approx Hours Spent
3.1.19	URC charity Coffee Morning	AM	2.00
18.1.19	Arts Festival Meeting	AM	2.00
7.2.19	URC Charity Coffee Morning	AM	2.00
15.2.19	Arts Festival Meeting	AM	2.00
16.2.19	Art Centre Craft and Collectors Fair	AM	2.00
7.3.19	URC Charity Coffee Morning	AM	2.00
15.3.19	Arts Festival Meeting	AM	2.00
21.3.19	Preparation for Stages Rally	AM	1.30
22.3.19	Opening of Stages Rally	PM	

231(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 **20 May 2019 by notifying the Clerk by 10 May 2019**. 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 21.45