



Garstang Town Council

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Garstang Police Station
Moss Lane
Garstang
PR3 1HB

Councillors

The Planning Committee will meet at 7.10pm, prior to the Full Council meeting in the library

I hereby give you notice that a meeting of the Council will be held
at Garstang Library, Windsor Road
on Monday 20 May 2019 at 7.30pm.

E Parry
Town Clerk
15 May 2019

Please be aware that the public meeting may be recorded for the accuracy of the minutes.
Once the minutes have been approved (generally at the next TC meeting), the recording will be deleted.

A G E N D A

1. 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

Councillors are asked to approve, as a correct record, the minutes of the Town Council meeting held on 15 April 2019.

4. Public Participation

The Mayor will ask Councillors to agree to adjourn the meeting to allow non-Councillors to speak and will ask Councillors to agree to reconvene the meeting on the conclusion of the public participation.

The Clerk is reminding Cllrs of standing orders applying to public question time:

3e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

3h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

5. Amenities budget, code 4705, RFO – for decision

In the financial year (2018-19) £2,000 was allocated to this code. At 31/3/19 no expenditure was allocated to the code. For this financial year 2019-20, there is no budget for the Amenities code. The RFO is recommending that the underspend of £2,000 last year, is allocated to this year's budget.

How does the Council wish to respond?

6. Strandsdale Centre (Regenda Housing), Cllr Harter – for decision

Currently the residents have an overgrown garden area in the centre of their residential bungalows. Over the years a mixture of ageing and residents moving has seen the garden area neglected and become too much for the residents.

We have spoken to Wyre Rangers, the Bloom team, Youth Council and the KLP trustees who are prepared to re-vitalise the garden area and make the area more “user friendly”. This will cost time only.

However access is a problem as there are no dropped kerbs surrounding the area making it difficult/impossible for several residents to use the garden area including the seating area within the garden (wheelchair, invalid access)

Verbal “quote” from Shaun Turner to drop the kerb in two areas is felt would be “around” £2,000 (and presumably c£1,000 to drop one kerb.) Currently Regenda Housing has “verbally” agreed to provide £500 towards the cost of the work. The residents are looking to raise remainder of the funds to undertake the work.

The residents have a bank account, but no accounts and no formal “constitution”.

Is this something that amenities budget could consider or not or any other area of the TC reserves?

Looking for general comments before going out for costs etc. at this stage. Have already approached Lancashire Environmental Funddoes not fit their small grant fund (up to £1,000), and Shaun has confirmed LCC does not have any funds.

Footnote from the Clerk

Advice from LALC:

I presume that LCC as owner of the land will give permission for a dropped kerb. The Miscellaneous Provisions Act 1976 s 19 gives a wide range of powers for recreational purposes. Paragraph ‘f’ states ‘such facilities in connection with any other recreational facilities as the authority considers it appropriate to provide’ and s19 goes on to say that the powers conferred include assistance of any kind’

7. Breach of standing orders, Cllrs Allan, Hynes and Ryder – for decision

Cllr. Brooks by sending the enclosed information to a member of the public is clearly in breach of standing orders. The situation was exacerbated by the member of public posting the email on the ‘Your Garstang’ Facebook page.

Cllr. Brooks continuously flouts policies that he has signed up for and is bringing the TC into disrepute.

“Ventriloquists’ wotsits reference may inflame tensions

Brooks hits back in row over civic salary disclosures

Maverick Cllr Roger Brooks, who is fighting a seemingly lonely battle for more information to be placed in the public domain about council employees’ salaries, has likened his colleagues to “ventriloquist’s wotsits.”

Cllr Brooks, responding to claims that he has disrupted council meetings by raising the issue, voiced his alarm at his colleagues who he said had previously waved through salary statements containing no figures but only the letters “TBC” (to be confirmed).

He says the councillors “simply raised their hands month after month as ventriloquist’s wotsits” adding: “It is a good job we were not subjected to a snap investigation because resignations would have followed ... why did nobody ask why they were being asked to sign a blank cheque?”

In his letter to councillors Cllr Brooks says: “The Budget amount in 2019-2020 is £50,067.00 for salaries out of a precept of £77,015. A considerable amount of money and should be explained in some detail.”

The release by Cllr Brooks of his blistering reply to an agenda item at last month’s meeting is thought likely to inflame tensions between the controversial retired solicitor and some of his council colleagues.

The draft minutes of the March meeting of the council, likely to be approved at next week’s council meeting on Monday state that any councillor who disregards relevant codes “should be admonished and where appropriate a referral made to the Wyre Monitoring Officer.”

Cllr Brooks’ letter also lifts the lid on other tensions within the council over the past few months including the organisation of the commemorations for the 100th anniversary of the end of the First World War.

He says there was “a palpable lack of enthusiasm for it among councillors from the outset,” especially in relation to the proposed beacon lighting ceremony / event.

Cllr Brooks, who took a prominent part in what he regards as the tardily arranged events on the evening of November 11 2018 says one councillor accused him of not doing much and yet got “all the credit.”

The concerns about Cllr Brooks's approach over the employee salary details issue became public last month, through a council agenda item from Cllr Alec Allen (see earlier report on YG Facebook). But Cllr Brooks has told him "you did not confront me at the meeting on March 4th nor did you mention anything to me during either telephone conversation we had on the 5th and 8th March respectively.....I can only conclude that your whole outburst was concocted, confected and as result of conversations with others in the days that followed the meeting."

Cllr Brooks also tells Cllr Allen that when one councillor "suddenly" walked out of a committee meeting stating they could not work with Cllr Brooks, Cllr Allen and others present did not say anything ... "we simply got on with the business without missing a beat. Neither you (Cllr Allan) nor the clerk suggested to me that I was in breach of SOs and I went home thinking to myself that the meeting went well..."

Cllr Brooks adds: "You are on thin ice claiming I was trying to change a resolution within six months unless you can demonstrate that there was such a resolution, the date it was made and how I attempted to reopen it. In my experience, the clerk would quite rightly have jumped down my throat in those circumstances a la Speaker Bercow."

A local government official with experience of parish council finances has told this news agency that such councils are not obliged to publicise precise details of their employees' salaries.

Images:

Ventriloquist and wotsit"

Cllr Allan

25/4 Cllr Brooks emailed all Cllrs and provided an update on his view of several items including KWH. He chose not to copy the Clerk.

26/4 Cllr Allan responded to Cllr Brooks correcting him on KWH

27/4 or 28/4 Cllr Brooks breaches Standing Orders by releasing his email to Cllrs to Anthony Coppin of Garstang Freelance News Agency

The TC's Standing Orders state

22. Relations with the press/media

- a) Requests from the press or other media for an oral or written comment or statement from the Council, its councillors or staff shall be handled in accordance with the Council's policy in respect of dealing with the press and/or other media.
- b) All requests from the press or other media for an oral or written statement or comment from the Council shall dealt with by the Mayor or the Proper Officer.
- c) Councillors shall not, in their official capacity, provide oral or written statements or written articles to the press or other media.
- d) All comments/postings on social media, by Councillors and employees, should adhere to the Town Council's approved social media policy

Code of Conduct

You must promote and support high standards of conduct when serving in your public post, in particular as characterised by the above requirements, by leadership and example.

Social Media policy

8.2. Councillors and employees should at all times present a professional image and not disclose anything of a confidential nature. Comments of a derogatory, proprietary or libellous nature should not be made and care should be taken to avoid guesswork, exaggeration and colourful language.

Councillors and employees of Garstang Town Council should comply with the general principles of the Code in what they publish and what they allow others to publish

Footnote from the Clerk: Previous minutes and resolutions relating to the same issue.

18 March 2019 minute 201(2018-19) Standing orders and Councillor conduct

Resolved: The Town Council agreed that all Councillors should be mindful of Standing Orders, Financial Regulations and Code of Conduct in all matters relating to Council business and that any Councillor having disregard for these reference codes should be admonished and where appropriate a referral made to the Wyre Monitoring Officer.

b) The Town Council agreed that if the admonished Councillor persists in having disregard for Council's reference codes that Standing Order 2 is enforced (disorderly conduct at meetings).

19 February 2018 216(2017-18) Breach of Confidentiality, Cllr Ryder

Resolved: Following the breach of confidentiality (Cllr Brooks) at the last Town Council meeting and seeking guidance from LALC, Cllr Ryder proposed that the council's code of conduct be reviewed.

Resolved: Cllrs agreed that the council's code of conduct be reviewed, in liaison with the Monitoring Officer of Wyre, to deal with breaches of confidentiality and bring a revised code back to March's Town Council meeting. Following the review any breach of confidentiality will be sent to the monitoring officer.

16 October 2017 104(2017-18) Breach of confidentiality

Further to the extra-ordinary meeting held on 25 September, whereby there was a breach of confidentiality on papers that the Clerk had issued, the Clerk offered advice to Cllrs after speaking with LALC.

*There was a breach of standing orders at points 24 (a) and 28 (a)
Confidential business*

24 (a) Councillors shall not disclose information given in confidence or which they believe, or ought to be aware is of a confidential nature.

28 Relations with the press/media

(a) All requests from the press or other media for an oral or written statement or comment from the Council shall dealt with by the Mayor or the Proper Officer. The Clerk also reminded Cllrs of the Garstang Town Council Code of Conduct whereby there are the 7 Nolan principles that Cllrs should adhere to.

LALC advised that if Cllrs were minded to, the breach should be reported to the monitoring officer at Wyre Council.

For decision – should the Town Council report Cllr. Brooks to Wyre Borough Council monitoring officer for breach of standing orders.

8. LALC

a) Spring Conference 2019 - for decision

Saturday 15 June, 9.30a.m. – 4.45p.m, Hallmark Leyland Hotel, Junction 28 M6

Members £35. The programme has been circulated separately.

Does any Cllr wish to attend?

b) Effective Meetings and New Cllrs & Clerks Workshops – for decision

Effective Meetings 13th June, 2019 7pm – 9pm - Members £25

Would you like to improve your Council meetings?

New Cllrs & Clerks Workshops

Module 1 - 6th July 2019 9.00am – 12.30pm

Module 2 - 20th July 2019 9.15am – 12.15pm

The information about the workshops has been circulated by email. LALC reports that the New Cllrs & Clerks course has a number of provisional places already booked. However there will be a waiting list prepared in the event that there are more bookings, in view of the elections that have taken place.

Does any Cllr wish to attend the above?

9. Norah's garden, Chair of Garstang in Bloom, Mr Alan Pearson – for decision

As you may recall we last discussed the above when I recorded that there would be a delay in getting plans to you because of the fact our Garden Designer was extremely busy but had suggested late April

He has in conjunction with our Secretary /Planner Gill come up with the attached design - most of the plants are for a dry shade area and are perennial so they are permanent and eco friendly. The list is not exhaustive but the main core plants because we will be buying established specimens will be expensive [Gill estimates that the first seven items on the list will be more than the suggested £500 of your donation]

We have included all the additions we are likely to need including the structure for one of Norah's favourite rambling roses which is also a charity cancer rose.

I hope this fulfils the Council's requirements if not please come back to me.

The Clerk is asking if the Town Council are in a position to approve the expenditure of £500 to the Norah Hoyles Memorial Garden? Is the payment to come from the Amenities budget or the EMR's of community projects code 320 which stands at 24,670?

Footnote from the Clerk:

21 January 2019, minute 132(2018 – 19) the Council resolved the following:

Norah Hoyles Memorial Garden

The Town Council approved the expenditure of £500 from the Amenities budget, code 4705, with the assurance that a plan would be provided detailing the project and an assurance of who owns of the land. The expenditure would be made using the Miscellaneous Provisions Act 1976 s19

10. Kepple Lane Park Trust, Cllr Harter - for decision.

The stone chipping path from the car park up to and around the sensory garden on the park was installed in 2011 as part of the original installation. The chippings have over the 8 year period settled and now require a "topping up".

We are attaching a quote from Garden Inspirations for the works to be done. They are the original contractor on the Park, and undertake the annual maintenance. Their work on the Park over the years has been exceptional.

The Trust is looking for approval to the monies being taken from the ring fenced monies held by the Town Council. Figure at 1/4/19 stands at £11,287

Cost is £406 net and £487.20 including VAT, and the work will be done in one day.

Gordon Harter, Chair/Trustee Kepple Lane Park Trust, Charity no. 1145504"

11. Barrier inbetween storage container and residential property, by Scout hut storage container, Kepple Lane, Clerk and Cllr Harter – for decision

Cllrs will recall minute 165 (2018-19) 18 February 2019

Cllr Cornthwaite agreed to assist the Clerk with the task of 'blocking up' the passageway between the steel containers and the boundary of the neighbouring property to stop people gathering there.

Cllr Harter has offered to look after the project, as Cllr Cornthwaite has retired from the Council.

2 quotes have been submitted to the Council

Quote A £223 +VAT to supply materials and to erect palisade fencing between the containers and the boundary fence.

Quote B £598 + VAT to supply and fit 2 no. galvanised panels to side of the container

Is the Council agreeable for Cllr Harter to look after the project?

Which quotation does the Council wish to accept? Is the payment to come the Amenities budget?

12. Standing Orders,

a) Cllr Allan – for decision, I have 2 proposed Standing Order amendments as follows:

1. Recording of Meetings

I would recommend that Council adopts these additional Standing Orders which will support current Standing Order 12f which concerns the deletion of Meeting recordings and the proposed amendment of Standing Order 12f.

- In order to facilitate the preparation of Meeting Minutes all Full Council meetings will be recorded.
- For all other Council Committee Meetings, Personnel, Finance and Planning the Chairman or a Committee member may request a resolution at the commencement of a meeting to have the meeting recorded.

2. Retention of Meeting Recordings

I would recommend that Council adopts an amendment to Standing Order 12f and the introduction of Standing Order 12g.

12f Upon a resolution that confirms the accuracy of the Minutes of a Meeting the previous Draft Minutes of the meeting shall be destroyed.

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.

b) 2 Ordinary Council Meetings, Cllr Brooks – for decision

Para a. Line 2 delete 14 and insert 21.

I wish to extend the period during which the Annual Meeting is to be held in an election year from 14 to 21 days to avoid the situation that has occurred this year when mayor making at Wyre clashes with the same ceremony at Garstang.

Footnote from the Clerk:

The above reference does not relate to the approved Standing Orders, as detailed on the TC website. I am assuming that Cllr Brooks is referring a previous approved copy of SO's

5. ORDINARY COUNCIL MEETINGS

a In an election year, the annual meeting of the Council shall be held on or within 14 days following the day on which the councillors elected take office.

NALC states – Model standing orders that are in bold type contain legal and statutory requirements. It is recommended that councils adopt them without changing them or their meaning.

Cllr Brooks has not been in touch with the Clerk, (although he has been in contact with Cllrs about the said date), so that she can talk through the background to the chosen date.

For information

18-Jun 2018 minute 22(2018-19) Annual Town Council meeting and Civic Sunday 2019

Resolved: ATCM is held on 16 May 2019 at Wyrebank. The Mayor elect, Cllr Webster, to work with the Clerk and bring a date for Civic Sunday to July's meeting. They would also make suggestions to improve attendance at the service.

Email sent from the Clerk: 02 October 2018

Subject: Save the date - Sunday 19 May 2019

Good afternoon Cllrs

Cllr Webster and myself met with the vicar of St Thomas' yesterday and a date has been arranged for Civic Sunday 2019. It's 10.30am, Sunday, 19th May 2019.

The date will be placed on October's agenda.

You now have 2 dates for next year's Civic events (Mayor making 7.30pm, Thursday 16th May at Wyrebank. Please would you acknowledge receipt of this email.

The Clerk notes that Cllr Brooks did not acknowledge the email,

13. Town Councils Awards, Cllr Hynes & the Clerk – for decision (The project sheet has been circulated with the agenda paper)

It has been suggested to me that certificates are given to all the people who were nominated for an award. The idea being, that the nominee has a keepsake of their recognition of being nominated for an award.

I am proposing that up to £50 is approved, to print out certificates from the Town Awards budget code 4830; EMR code 336 which, after approving the payment listed under Finance - payments will have a balance of £136. If approved, the task will be delegated to the Clerk to arrange.

How does the TC wish to respond?

14. Council surgery 4 May 2019 – retired Cllr Hesketh for decision & information

There were 2 complaints. One about prickly overgrown hedges at several properties on Kepple Lane, (perhaps put a general plea in the green book to residents to not let their hedges and bushes overhang pavements?) and the other about the failure of the developer to maintain the amenity area on Fell View. (Suggested the gentleman wrote to Wyre Borough as the land is so overgrown it cannot now be used by anyone as an amenity area)

15. Project sheets, Cllr Allan and the Clerk – for decision

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

Project	Cllr manager		Report received 15/04/2019	Report received 18/03/2019
Review of code of conduct	Cllr Ryder	✓	x	x
Council Award scheme	Clerk	not required until 06/19	not required until 06/19	not required until 06/19

Christmas lights working group	Cllr Harter	not required until 06/19	not required until 06/19	✓
Civic Sunday	Cllr Webster	✓	✓	✓
Combined Parishes Local Plan working group	Cllr Brooks	✗	✗	✓
Computer hardware	Cllr Allan	✓	✓	
Uniformed Volunteer Community Champion	Cllr Salisbury	✓	✓	
GTC Facebook Platform	Cllr Ryder	✓	✗	✗
GTC Web Site	Cllr Allan	✓	✓	✓
GTC annual awards	Cllr Hynes	✓	✓	✗
KWH Relationship	Cllr Allan	✓	✓	✓
Moss Lane playing field	Cllr Ryder	✓	✓	✓
Neighbourhood Plan	Cllr Brooks	✗	✗	✓
Scout hut container barrier	Cllr Cornthwaite/ Cllr Harter	✓	✓	

Are there any comments on the project table?

16. Planning

Report of Planning Committee (report from the Chairman on the meeting held earlier in the evening). The following applications were considered:

- a) **Application Number: 19/00230/FUL**; Conversion of first floor to form seven apartments with insertion of new windows, and repositioning of external staircase and provision of wall and fencing, 34 - 37 High Street
- b) **Application Number: 19/00429/FULMAJ**; Variation of condition 2 (approved Plans) on application 16/00550/FULMAJ to allow for partial demolition of existing building and the erection of a three storey building to provide approx. 1400sqm (gross) of retail floor space (Class A1) and 18 residential apartments with new and re-configured car parking (re-submission of planning application 19/00007/FULMAJ to allow for full demolition and reconstruction of the facade), Former Garstang Business and Community Centre, High Street

17. Accounts and Accounting Statements, 1 April 2018 – 31 March 2019 – for decision As per the TC's Financial regulations

2.3. The RFO shall complete the annual statement of accounts, annual report, and any related documents of the council contained in the Annual Return (as specified in proper practices) as soon as practicable after the end of the financial year and having certified the accounts shall submit them and report thereon to the council within the timescales set by the Accounts and Audit Regulations.

and the TC's Standing orders

17 d As soon as possible after the financial year end at 31 March, the Responsible Financial Officer shall provide: i. each councillor with a statement summarising the Council's receipts and payments (or income and expenditure) for the last quarter and the year to date for information; and ii. to the Council the accounting statements for the year in the form of Section 2 of the annual governance and accountability return, as required by proper practices, for consideration and approval.

17 e The year-end accounting statements shall be prepared in accordance with proper practices and apply the form of accounts determined by the Council (receipts and payments, or income and expenditure) for the year to 31 March. A completed draft annual governance and accountability return shall be presented to all councillors at least 5 days prior to anticipated approval by the Council. The annual governance and accountability return of the Council, which is subject to external audit, including the annual governance statement, shall be presented to the Council for consideration and formal approval before 30 June.

Council are asked to note and approve:

- a) For information - statement summarising the Council's receipts and payments for the last quarter January- March 2019 inclusive
- b) For decision statement summarising the Council's receipts and payments for the financial year 1/4/18 – 31/3/19.
- c) The Council are asked to consider and approve Section 1 Annual Governance Statement 2018/19 and Section 2 Accounting Statements 2018/19.

Cllrs are asked to note the following approved minute of the Finance Committee

031(2018-19) *The Annual Governance and Accountability Return 2018/19*

Resolved: The Committee approved statement 2, of the Annual Governance and Accountability Return 2018/19, and made the recommendation that it be approved by Full Council.

18. Finance

a) Payments – Cllrs are asked to approve the following expenditures

Royal Bank of Scotland Bank account

Payroll (figures provided by Towers + Gornall)

to be paid electronically on 26/05/2019 (E00165 & E00166) 2,733.26

LCC pension direct debit (19/05/19) 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 14/5 15.28

000063 The Flower shop – ATCM bouquets 40.00

Electronic payment

E00160 Carr's jewellers - Town Council awards budget code 4830; EMR code 336 totals £402 266.00

E00161 Carr's jewellers – Mayor chain added links & engraving (May 2018) *Minute 241(2017-18)*

E00162 LCC – Lengthsman training Minute 203(2018-19) 55.00

E00163 Towers+Gornall – Payroll to 31/3/19 & data uploads 564.00

for local government pension scheme

E00164 Jan Finch completion of internal audit 100.00

E00165 *Finance Committee minute 023(2018-19)*
Outgoing Mayor's Cllr Hynes fundraising monies to the Garstang Memory café, to be paid when the receipt of £1,000 has been received from the North West Stages car rally 4,717.39

Direct debits

1 May Three.co.uk - Office internet 10.00

17 May Three.co.uk - Clerk mobile phone 15.60

b) The Royal Bank of Scotland bank mandate – RFO – for decision

The RFO is recommending to Full Council that retired Cllr Cornthwaite is removed as a cheque signatory for the current account on the bank mandate.

c) Statement of Accounts at 30 April 2019 – for information

HSBC Current account	£	1,492.19
Royal Bank of Scotland	£	61,944.97
HSBC Reserve account	£	45,665.63
Money Market Account 1 year	£	30,307.84

19. Items for Next 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 17 June 2019 by notifying the Clerk by 7 June 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.

For information only

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

1. Clerk's report

- a) The co-option of Cllrs to fill the TC 2 vacancies will be reported to June's meeting.
- b) The Mayor's allowance will be reported to June's meeting. An advisory leaflet has been produced by SLCC which advises on the tax treatment on allowances.

2. Written reports from Outside Bodies

Garstang Fairtrade – Cllr Ryder

AGM

Our Fairtrade AGM will be held in Garstang Methodist Church on Saturday 18th May at 10.00am. Entrance to the church will be through Wesley's coffee lounge (Park Hill Road). Everyone is welcome to come along.

Events

Scorton Bikes and Barrows had a very busy Festival weekend and it was great to see the Village Hall so full of people. The Fairtrade stall proved very popular and our volunteers had a great day meeting and talking to the many visitors. Our Fairtrade tombola and raffle managed to raise much needed funds for the group and we also sold a lot of Fairtrade products on behalf of Wesley's Fairtrade shop. Supporting Soroptimist International North West England & the Isle of Man

- Regional Conference "Breaking Barriers" manning our Fairtrade Stall
- The Rose Bowl inter club competition providing Fairtrade drinks.

Fairtrade Annual Questionnaire

We will be out and about in Garstang until the end of June getting your opinions on Fairtrade. So, if you are approached by one of our team please give us 5 minutes of your time. We will not ask for names or any personal details. We just want your input to help us plan our events and activities for the coming year.

Contact

If you would like to get involved with the world's first Fairtrade Town and help promote Fairtrade or have comments/queries about Fairtrade, then please drop us an email garstangfairtrade@gmail.com we would love to hear from you.

3. Councillor's Projects

Neighbourhood Plan – Cllr Brooks

I will present a verbal report and hand out bundles of documents to councillors which will illustrate various strands of the proposed Neighbourhood Plan.

4. Police update

No report

5. Mayor's engagements

25 April Annual Town meeting and Town council awards
1 May Garstang community primary school 50th birthday celebration
4 May Scorton Bikes n barrows Festival
13 May Preesall Town Council Mayor making

6. Town Crier engagements, May 2019

Date	Activity	Time of activity	Approx Hours Spent
4.5.19	URC charity Coffee Morning	AM	2.00
7.5.19	Cry to send off Mike Coleran on his Charity Bike Ride	AM	1.00
20.5.19	Craft and Collectors fair Arts Centre	AM	2.00
26.5.19	Arts Festival Meeting	AM	2.00