



# Garstang Town Council

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The Beeches,  
Bay Horse,  
Lancaster.  
LA2 9AA

I hereby give you notice that a Meeting of the Council will be held  
at the Community Centre  
On Monday 19 July 2010 at 7.30pm.

Town Clerk,  
13 July 2010

## AGENDA

### 1. Apologies for absence

### 2. Minutes

To receive and confirm the minutes of the Council meeting held on 21 June 2010.

### 3. Declaration of Interest

- (a) To receive any declarations of interest from any Member or Officer on any item of this agenda.
- (b) For information - Jan Finch, WBC – Dispensations relating to the Code of Conduct – Cllrs are asked to acknowledge receipt of the attached correspondence.
- (c) For information - Code of Conduct training event run by Jan Finch on 1 July. The Clerk has circulated the advice notes.
- (d) The Clerk is advising Cllrs to check the register of Interests against their name and check that it is up to date. An opportunity to update the register will be made at the end of the meeting.

### 4. Police matters - To receive a report from an Officer, Garstang Police Station.

**There will be an adjournment in the meeting to give members of the public a chance to raise questions or voice matters of concern.**

### 5. Traffic and parking issues update from LCC – for information

Cllrs are asked to acknowledge receipt of the attached update from Mr G Robinson, LCC.

### 6. Report of other representatives and Mayoral engagements For information - Mayor engagements (attached).

### 7. Report of Amenities Committee

(If expenditure is required from the Amenity budget, this will be reported to Full Council and considered at the next Council meeting).

### 8. Report of Planning Committee

Applications to be considered by the Committee are:

- (a) 10/00501/FUL - Side/rear extension with double garage and new vehicular access, 78 Moss Lane
- (b) 10/00513/FUL - First storey side and rear extension and alterations to elevations, Hipping Stones

Wyre Lane

(c) 10/00520/FUL - Proposed front porch extension. Langdale 78 Croston Road

(d) 10/00521/FUL - Proposed extension to create en-larged utility room and addition of windows to the proposed garage. 1 Windsor Road Garstang

(e) 10/00497/FUL - Proposed alterations to height and shape of side gate in a conservation area.  
1 Myrtle Cottage Church Street

**9. Kepple Lane playing field - for information**

The Clerk will provide an update.

**10. Millennium Green Management Committee – for decision**

Cllrs are asked to consider the attached request that asks for the Mayor, Cllr Lamb to act as a Referee for a grant funding application.

**11. Town Trust – for decision**

Garstang Town Trust has informed the Clerk that Mr Brian Pinder's final date of being the Town Council's representative on the Trust is 21 August 2010.

The Town Council are asked to nominate a Cllr to stand on the Town Trust (meetings are every 2<sup>nd</sup> Monday of the month except July, Aug & Dec).

**12. WBC Review of licensing Committee**

WBC's Licensing Policy has to be reviewed every 3 years. The current licensing policy came into effect in January 2008 and a review and revised statement needs to be published by January 2011. A draft licensing statement has been produced. WBC invites the Council to make comments. The Clerk will arrange for the document to be circulated amongst members so that individual response sheets can be completed.

**13. Council Surgery – for decision**

The Clerk has suggested that a rota is drawn up for September, October and November's Council surgery. There is no Council surgery in August.

**14. Finance**

**(a) Accounts for payment** - Cllrs are asked to approve the following payments:

Bill payment	Salaries (E Parry –& M Rossall)	
Bill payment	Mrs E Parry – Office expenses 22/6 to 14/7	£ 21.79

Cheque No.	Payee	Amount
101551	The Coffee Pot – Refreshments for Civic Sunday	£ 150.00
101552	HM Revenue – Tax & NI deductions – April –June 2010	£ 1345.44
101553	Wyre BC – Room hire April –June 2010	£ 34.50
101554	Horn Garsden Machinery – Lengthsman's equipment	£ 21.97
101555	Granthams – Laminated plans of Kepple Lane	£ 20.92
101556	Mr Martyn Rossal – lengthsman car mileage	£ 155.08
101557	Garstang Business Services	
	Office expenses Including Minute and postage record book	£ 65.34
	Kepple Lane – colour leaflets & materials	£ 46.07

Income received

Allotment rents – £62.00 - 2 tenants rents received (2 x 31.00)

**(b) Report of Finance Committee, 5<sup>th</sup> July 2010 – for decision**

**❖ Income and Expenditure Account Year 2010/11 (attached)**

The Committee considered:

the ledger book for the first quarter (April to June 2010).

income and expenditure against the budget

**Recommendation to Council**

That the ledger book for the first quarter be approved.

- ❖ The Committee approved the internet expenses associated with the Clerk's working arrangements.
- ❖ The Committee approved to place £15,000 in a 3 month reserve bond which would earn a higher rate of interest than the deposit account.

**(c) Report of Internal Audit held on 2 July 2010 – copy attached.**

**Council Meetings and details**

Date, time & agenda items for the next meeting (16<sup>th</sup> August 2010)

There will be a meeting of the Planning Committee at 6.45pm prior to the Council meeting.  
There will be a meeting of the Amenities Committee at 7.00pm prior to the Council meeting.