



## **CATTERALL PARISH COUNCIL**

### **MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING**

**2nd MARCH, 2021 at 7pm**

*Present:*

*Catterall Parish Councillors;*

*I. Brayshaw, Chairman,*

*J. Finch, Vice-Chairman*

*Mrs. G. Balshaw,*

*Mrs. S. Bulman,*

*Mrs. J. Mackenzie,*

*K. O'Hanlon*

*D. Sharples,*

*Gillian Benson, Clerk to the Parish Council*

*One resident,*

*Wyre Councillor Mrs. E. Webster*

*Lancashire County Councillor and Wyre Councillor Turner*

#### **3303. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. S. Kirkman for this meeting and congratulations extended to the birth of his daughter.

#### **3304. NOTIFICATION OF INTERESTS**

Councillors are asked to declare any interests on the agenda items and reminded that changes to your Register of Interests must be made within 28 days.

As new members of the committee Cllr. J. Finch, Cllr. Mrs. J. Mackenzie and Cllr. K. O'Hanlon declared a non-pecuniary interest in reports from Catterall Village Hall.

#### **3305. MINUTES OF THE LAST MEETING**

*Resolved: Minutes of the Parish Council meeting held on 2nd February, 2021 having been circulated were signed as a correct record.*

#### **3306. PUBLIC PARTICIPATION**

Standing Orders were adjourned to allow residents to speak.

The resident raised the entrance path from Whitewell Close onto the Queen Elizabeth II Playing Field; during a hard frost it was extremely slippery and would have benefitted from rock salt spread over the surface. A salt bin at this point was suggested.

#### **Wyre Councillor Mrs. E. Webster**

Garstang swimming pool will open 1st May and Garstang leisure centre on 12th April; after the pandemic.

The problems on Catterall Gates unadopted land continue, the Councillor spoke to Police and they are to make their presence known. The residents are advised to keep reporting incidents. Other reported incidents were raised.

**Lancashire County Council S. Turner**

Work is completed on a reconstruction of part of Cock Robin Lane and is working. The County engineer is to report on the design process of the traffic island at A6/Westfield Road shortly. County Councillors are receiving increased complaints of speeding traffic; County is to work more closely with the Police to curb speeding. 30MPH sign on Westfield Road still missing; preventing speed camera checks on Garstang Road

Standing Orders were resumed.

**3307. VACANCY IN THE OFFICE OF PARISH COUNCILLOR**

Catterall Parish Council has two vacancies at this time.

*Resolved: To advertise on website, noticeboard and Facebook.*

*Resolved: Councillors reviewed and agreed on the Casual Vacancy policy and eligibility information.*

**3308. TRAFFIC ISLAND AND WEIGHT LIMITS**

Lancashire County Council replied to the traffic islands at the junction of the A6 and Westfield Road and their impact on the Police unable to carry out the weight limit on Cock Robin Lane and Joe Lane. Westfield Road was designed to take HGVs away from the other lanes, but the positioning of the island is stopping HGVs using the road.

County reply included: pedestrian refuge on the A6 close to Westfield Road was introduced by the developer as part of a Section 278 agreement under the supervision of the county council. As such any positional error will have been as a result of mistakes made by both parties. County is fully aware of the problem and is working towards delivering a solution; design team is currently engaged with the works. Regrettably not in a position to provide a timetable for delivery at this point in time, but it is being treated as urgent.

*Resolved: Parish Council to monitor the situation*

**3309. DRAINAGE PROBLEMS ON COCK ROBIN LANE**

Reply from Lancashire County Council includes; previous remedial work to address the drainage problem, including the installation a new gully, resurfacing a section of carriageway and footway. Also jetted and cleansed several gullies on the road to ensure these were also running free. Cock Robin Lane inspected as part of our routine Highway Safety, then repair defects of at least 40mm deep and 150mm wide, however, our most recent inspection dated 21 January 2021 found no such defects. Acknowledge this road has an older surface, which is showing signs of its age in places and sometimes preventing the water to drain into the gullies. The lane has been put forward possible inclusion in a future resurfacing programme, but not necessarily 2021 - 2022. County consider several factors when compiling this programme, such as: the asset's strategic importance, the number of reported defects, the volume and speed of traffic and its proximity to major utilities (such as hospitals). Resurfacing when priority warrants; but to monitor its condition to ensure it remains safe and serviceable.

*Resolved: Parish Council to monitor the situation*

**3310. REVIEW OF PARISH COUNCIL DOCUMENTS:**

Councillors reviewed:

- |                                      |   |
|--------------------------------------|---|
| ✚ Financial Investment Strategy      | ✚ Freedom of Information – Publication Scheme |
| ✚ Annual Government Statement Policy | ✚ Code of Conduct                             |
| ✚ Risk Management Policy             | ✚ Data Protection                             |
|                                      | ✚ Privacy Notice for website                  |

*Resolved: Catterall Parish Council documents and policies presented; accepted.*

**3311. FLYING THE FLAG**

New Catterall Flag ordered, but there was no resolution, only suggestions at the last meeting, as to when the flag will be flown and which one. Updated list for discussion and how long a flag will fly at half-mast.

*Resolved: List of flag days accepted; half-mast flag flies from announcement of death to funeral.*

**3312. TOWERS AND GORNALL**

Cllr. J. Finch and the clerk met with Towers and Gornall and Garstang Town Council to discuss a query of invoice inconsistencies. Cllr. J. Finch reported on the joint meeting with Garstang Town Council; standard prices for payroll and pension have been sent and a dedicated contact for the councils.

*Resolved: To pay the outstanding invoice for accountancy services.*

**3313. PAPERLESS SYSTEMS**

Lancashire Branch of the Society of Local Council Clerks meeting (of which both the Clerk and Cllr Finch are members) heard a presentation from Chris Edge of Edge IT Systems. The company has developed a range of IT based management solutions specifically for parish councils. Councillors considered holding a separate meeting to view the product in depth and its potential to streamline and simplify some of the parish council's processes.

*Resolved: To approach Edge IT and arrange a separate presentation for Councillors.*

**3314. PAVEMENT SWEEPER**

The HP contract has reached its 5 year anniversary in March, 2021; councillors considered its future and the financial contract to the Parish Lengthsman.

Information considered:

- Costs are £940 a year
- Used rarely; was used to sweep Village Hall car park and streets for the Gala.
- Machine vibrates detrimentally for the user.
- Needs to be overhauled mechanically for future use
- Machine insurance to be passed to Parish Council

The staff is looking at local hire firms when a sweeper is needed.

*Resolved: To return the pavement sweeper; hiring in when required.*

**3315. DOG FOULING**

There have been comments from residents about the increasing amount of dog fouling left on pavements around the village. Councillors stated the problem increases during darker nights, but it is continuing and will ask Wyre for enforcement patrols, increased signage any other support they can offer.

*Resolved: To approach Wyre Council for supporting signs*

**3316. NEIGHBOURHOOD EMERGENCY PLAN**

Councillors considered information sent by Garstang Town Council to create an Emergency Plan for Garstang and the surrounding area and Catterall Parish Council decided this would be advantageous for our residents.

*Resolved; Catterall Parish Council considers this of great benefit to Catterall and Cllr. I. Brayshaw will be the representative.*

**3317. PLANNING APPLICATIONS****Planning Application granted:***20/01295/FUL*

Proposal: Single storey rear extension

Location: Dunnikier Garstang Road Catterall

*20/01288/FUL*

Proposal: Proposed two storey rear extension following demolition of existing single storey extension.

Location: Lonsdale Garstang Bypass Road Catterall

**Planning Application to consider and comment:***21/00127/FUL***Proposal:** Erection of replacement industrial building (following demolition of existing industrial building)**Location:** Catterall Lodge Garstang Bypass Road Catterall*Resolved: The Parish Council has no objections to this planning application and seeks neighbourhood notification.**21/00210/FUL***Proposal:** Erection of an agricultural livestock building and creation of new agricultural access from the highway**Location:** Rylstone House Catterall Lane Catterall*Resolved: The Parish Council has no objections to this planning application and seeks neighbourhood notification.***3318. REPORTS FOR INFORMATION ONLY****Report of the representative on Catterall Village Hall**

Cllr. Mrs. J. Makenzie reported on the recent change of committee members which has meant she is the Parish Council representative. Other council members are S. Kirkman, J. Finch and K. O'Hanlon. She added that a Post Office service is to work out of the Village Hall on Tuesday and Thursdays starting 23rd March.

**Representative on Catterall in Bloom**

Cllr. K. O'Hanlon reported on a new planter bearing 'CATTERALL' for Cock Robin Lane, which will now be funded by Wane Homes.

**Catterall Parish Council Facebook Page**

An apology was accepted to a recent mistaken post.

**3319. FINANCE****Accounts:**

The following payments have been received;

1.	Pilling Parish Council	£ 17.45	Phone and broadband
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**Transfers/Direct Debits/Standing Orders**

1.	Parish Lengthsman	£ 29.75
2.	Clerk's reimbursements	£ 41.20
3.	Staff costs	£2,290.80
4.	BT	£ 47.73
5.	Easy-web-sites	£ 27.60

*Resolved: Councillors resolved to pay the following invoices received:*

Cheque	Payee	Amount	Reason
2560	Houghtons Filling Station	£ 5.65	November, 2020
2560	Houghtons Filling Station	£ 52.01	Jan, 2021 £57.66
2561	Treestyle Consultancy	£305.00	Playing Field tree survey
2562	Haldane Fisher	£ 9.80	Facemasks
2562	Haldane Fisher	£ 5.10	Post Mix
2562	Haldane Fisher	£ 10.68	Wood for stiles
2562	Haldane Fisher	£ 19.26	Wood for stiles
2562	Haldane Fisher	£ 60.00	Stile repairs
2563	Towers and Gornall	£780.00	Accountant Services
2564	Flagpole Express Ltd.	£ 85.08	Catterall flag
	Total	£1,332.58	

### **Bank Reconciliation to 15th February, 2021**

*Resolved: Bank Reconciliation to 15th February, 2021 was accepted.*

*There being no further business the Chairman closed  
Catterall Parish Council meeting at 8.00pm.*

Date .....

Chairman .....