



CATTERALL PARISH COUNCIL

MINUTES OF THE VIRTUAL ANNUAL PARISH COUNCIL MEETING

4th May, 2021, at 7.00pm,

Present:

Catterall Parish Councillors;

I. Brayshaw, Chairman,

J. Finch, Vice-Chairman

Mrs. S. Bulman,

S. Kirkman,

Mrs. J. Mackenzie,

K. O'Hanlon

D. Sharples,

Gillian Benson, Clerk to the Parish Council

One resident,

Lancashire County Councillor and Wyre Councillor Turner

3339. ELECTION OF CHAIRMAN

Resolved: Cllr. Ian Brayshaw was elected as Chairman of Catterall Parish Council for one year

Under the Local Government Act 1972 (83(4)) the Chairman signed the Declaration of Office.

3340. ELECTION OF VICE-CHAIRMAN

Resolved: Cllr. J. Finch elected as Vice-Chairman of Catterall Parish Council for one year

3341. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Mrs. E. Webster for this meeting.

3342. 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 members of Catterall Village Hall committee Cllr. J. Finch, Cllr. S. Kirkman, Cllr. Mrs. J. Mackenzie and Cllr. K. O'Hanlon declared a non-pecuniary interest. Cllr. K. O' Hanlon declared a non-pecuniary interest in Catterall in Bloom as a member.

3343. MINUTES OF THE LAST MEETING

Resolved: Minutes of the Parish Council meeting held on 6th April, 2021, having been circulated, were signed as a correct record.

3344. PUBLIC PARTICIPATION

Standing Orders were adjourned to allow guests to speak.

Lancashire County Council S. Turner

The Councillor reported on local drug dealing with the Police. Lancashire County Council has allocated £10million for road repairs. Core testing on Joe Lane is checking the sub-layer to determine resurfacing. The 20MPH speed limit on Joe Lane will be extended for the length of the road.

After the completion of the traffic island at the junction of the A6 and Westfield Road the weight limit enforcement will be carried out. The Councillor was thanked for his efforts in chasing this through County and the prompt action this has produced.

Stones Lane

A Stones Lane resident, having visited last month, read the reply he received from public rights of way about the surface of the lane. He was advised to apply for adoption of this private road, with the assistance of Cllr. S. Turner, to Lancashire County Council highways.

Standing Orders were resumed.

3345. VACANCY IN THE OFFICE OF PARISH COUNCILLOR

Councillors will co-opt as soon as practicable.

3346. DATES FOR FUTURE PARISH COUNCIL MEETINGS

Councillors are asked to note that Catterall Parish Council will meet on the following dates at 7.00pm at Catterall Village Hall, Garstang Road, Catterall, unless an agreed change is made:

1st June, 2021,	6th July, 2021	3rd August, 2021,
7th September, 2021,	5th October, 2021,	2nd November, 2021,
7th December, 2021.	Christmas Tree Switch-on	Sunday 5th December, 2021.
4th January, 2022,	1st February, 2022,	1st March, 2022,
5th April, 2022, (Plus Annual Parish Meeting)		
3rd May, 2022. (Annual Parish Council Meeting)		

Resolved: Councillors noted the meeting dates.

3347. ELECTION OF REPRESENTATIVES**Finance Committee**

Responsible for the accounts, employee's payments, budgets and the precept.
Councillors J. Finch, K. O'Hanlon, D. Sharples

Bank Signatories

Councillors I. Brayshaw, J. Finch and D. Sharples. The Clerk is able to access the accounts at the bank, but does NOT sign the cheques.

Internal Auditor

Mrs. A. May.

Planning Committee - Meetings called as necessary.

Planning Ambassador - Cllr. I. Brayshaw

Personnel Committee

Chairman, Vice-Chairman and Cllr. K. O'Hanlon

Environment and Green Spaces Committee

Responsible for the Parish Lengthsman, highways and street scene in the Parish and Catterall Playing Field, Keepers Wood Way, Open Spaces and Play Areas.

Parish Lengthsman's Up Line Manager - Cllr. I. Brayshaw

Councillors I. Brayshaw, J. Finch, S. Kirkman and Cllr. K. O'Hanlon

Editor and Sub-Editor to the Catterall Crier

Cllr. J. Finch and Cllr. Mrs. S. Bulman

Tree Wardens

All councillors.

Catterall Village Hall – 1

Cllr. J. McKenzie

Catterall Gala - 1

Cllr. Mrs. S. Bulman

Wyre Area Lancashire Association of Local Councils – 3

Cllr. Mrs. S. Bulman, Cllr. J. Finch and Cllr S. Kirkman.

Resolved: Parish Council representatives were agreed

3348. TRAFFIC ISLAND ON A6

Lancashire County Council has designed a new traffic island at the junction of the A6 and Westfield Road; instillation began 26th April and should take 2 weeks. County will inform the Traffic Team to liaise with the Police regarding future enforcement of the weight restrictions on Joe Lane and Cock Robin Lane.

Resolved: Weight limit enforcement following instillation.

3349. HIRE OF QUEEN ELIZABETH II PLAYING FIELD

Green Spaces committee met to talk to the prospective hirers:

Myerscough Junior Football Club, games played at weekends

Garstang Football Club, practise sessions on Thursday evenings June to September and

Fisher Fun Fairs, children's rides weekend 19/20th June

All users are subject to indemnities, risk assessments and insurance.

Resolved: Parish Council agree to hire by above, subject to hire regulations.

3350. PARISH COUNCIL INSURANCE

Clerk has approached other insurance companies and waiting for responses.

Resolved: Will be selected under delegated powers.

3351. COMPLAINTS POLICY

Resolved: Councillors reviewed the policy, amended, and accepted.

3352. LOCK NUMBERS ON BARRIER AND MEMORIAL GATE

A combination lock is in place on the Memorial Gate, the number is different to the barrier. Councillors considered would it be better if they were the same or is security better protected if different.

Resolved: To have different numbers and inform the emergency services of these numbers.

3353. PARISH COUNCIL OFFICE EQUIPMENT

Catterall Parish Council budgeted for new office equipment and requires a lap top and colour printer.

Resolved: To purchase lap top and colour printer as presented.

3354. PLANNING APPLICATIONS

Planning Application granted:

21/00210/FUL

Proposal: Erection of an agricultural livestock building and creation of new agricultural access from the highway

Location: Rylstone Barn Catterall Lane Catterall

16/00987/DIS4

Proposal: Agreement of details reserved by condition 14 (Traffic Calming Measures) on planning permission 16/00987/REMAJ

Location: Daniel Fold Farm Daniel Fold Lane Catterall

21/00203/FUL

Proposal: Demolition of existing single storey outrigger, conservatory and detached Garage / Annex building and construction of proposed rear single storey extension, side triple garage extension with first floor annex and external works to provide flood defences

Location: Riverside 2 Old Lancaster Road Catterall

21/00293/FUL

Proposal: Erection of an agricultural storage building

Location: Rylstone Barn Catterall Lane Catterall

Watching brief:

17/00812/DIS

Proposal: Application for approval of details reserved by condition 3 (Watching brief) on planning application 17/00812/FUL

Location: Rylstone Barn Catterall Lane Catterall

No contamination was found on site

Planning Application to consider and comment:

21/00203/FUL

Proposal: Demolition of existing single storey outrigger, conservatory and detached Garage / Annex building and construction of proposed rear single storey extension, side triple garage extension with first floor annex and external works to provide flood defences

Location: Riverside 2 Old Lancaster Road Catterall

Resolved: The Parish Council has no objections to this planning application, but seeks agricultural use conditioning.

20/01010/OUT

Proposal: Outline application for the erection of 2 detached dwellings with access, scale and appearance applied for (landscaping only reserved)

Location: Land to North of Westfield Road and West of Meadows Lane Claughton on Brock

Resolved: The Parish Council has no objections to this planning application, but seeks agricultural use conditioning.

3355. REPORTS FOR INFORMATION ONLY**Report on the Queen Elizabeth II Playing Field**

Cllr. J. Finch reported the Green Flag Award judging will take place on Friday 28th May with 3 judges visiting; accompanied by Cllr. J. Finch, the clerk and Parish Lengthsman.

Councillor assistance will be needed in the week running up to the judging.

The Parish Lengthsman has done a super job on painting the container and thanks go to him. Councillors agreed to the access to the field near the telegraph pole needs resurfacing; this will need considerable work to remove weeds, present hard standing and replace with new surface.

Damage to the picnic tables was raised; this has been reinstated and reported to the Police.

Report of the representative at Wyre Area Lancashire Association of Local Councils

Garry Payne attended last week's meeting looking to establish a closer working relationship between Wyre Council and Town and Parish Councils. Discussions about affordable housing allocations with no consistency in using the Local Lettings Policy set up by Wyre Council. He reported that Wyre Council were to work with housing providers. The lack of feedback when Parish Councils are asked to comment was raised. He has sent updates against Wyre Business Plan.

Report of the representative on Catterall Village Hall

The Post Office began service last Thursday and will continue on Tuesday and Thursday mornings. From 17th May the hall will be open to groups; the committee has worked to ensure Covid measures are in place and this is part of the booking conditions. A QR code is necessary for entrance and the water has been cleared for Legionella.

The Parish Council can't meet virtually after 7th May so future meeting will be face to face, abiding restrictions.

A tree was planted in the bed closest to the Village Hall; this may interfere with the hall's foundations to impact on maintenance to gutters, roof etc. The committee will write to the Parish Council asking they work with Catterall in Bloom, who planted the tree to relocate.

Report of the representative on Catterall in Bloom

The in Bloom committee thanks the Parish Council for flower bed on Queen Elizabeth II Playing Field; this has allowed the new members a focus and new/replacement plants are being investigated. The tree planted in honour of Bill Blackledge is a crab apple; it is 1.5 metres away from the hall, with an ultimate height of 3 metres. To move in the dormant season – Winter.

Catterall Parish Council Facebook Page

Sharing general information most comments generated with the Post Office news.

3356. FINANCE**Audit 2020 – 2021****Year End Accounts**

AGAR Form; variances and public rights.

Resolved: Councillors reviewed and agreed to the Chairman and clerk signing.

Accounts:

The following payments have been received;

1.	Annual Bank Interest	£ 45.09	
2.	Catterall in Bloom	£260.00	Sponsorship

Resolved: Councillors resolved to pay the following invoices received:

Cheque	Payee	Amount	Reason
2576	C and C Supplies	£ 85.93	cement, flags, adhesive
2577	Towers and Gornall	£777.60	Accountancy Services
2578	Olive Branch Landscapes	£632.02	Grounds Maintenance
2579	Houghtons Filling Station	£232.76	Fuel
2580	Mr. K. O'Hanlon	£ 21.34	Catterall in Bloom
2581	Mrs. A. Parker	£ 54.99	Catterall in Bloom
2582	Haldane Fisher	£ 98.15	Post mix and wood
	Total	£1,902.79	

Transfers/Direct Debits/Standing Orders

Parish Lengthsman	£ 71.09
Clerk's reimbursements	£ 10.23
Staff costs	£1,877.64
BT	£ 53.44
Easy-web-sites	£ 27.60

Bank Reconciliation to 15th April, 2021

Resolved: Bank Reconciliations to 15th April, 2021 were accepted.

3357. QUESTIONS FOR COUNCILLORS

Bridleway 14

The Chairman reported the Parish Lengthsman has started work removing the weeds and briars on the bridleway and continues to undertake dedicated work.

*There being no further business the Chairman closed
Catterall Parish Council meeting at 8.10pm.*

Date

Chairman