



CATTERALL PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING HELD AT CATTERALL VILLAGE HALL

7th September 2021, at 7.00pm

Present:

Catterall Parish Councillors;

*I. Brayshaw, Chairman,
J. Finch, Vice-Chairman
Mrs. J. Bostock,
S. Kirkman
Mrs. J. Mackenzie,
D. Sharples,
Gillian Benson, Clerk to the Parish Council*

The Chairman held two minutes silence in respect of the recent death of Canon Ron Greenall. The Canon lived in Catterall and gave the blessings on Remembrance Sunday and at the switch-on of the village's Christmas Tree.

3397. APOLOGIES FOR ABSENCE

Apologies received from Cllr Mrs. S. Bulman and Cllr. K. O'Hanlon.

3398. NOTIFICATION OF INTERESTS

Councillors declared interests on the agenda items and reminded that changes to their Register of Interests must be made within 28 days.

As members of Catterall Village Hall committee Cllr. J. Finch, Cllr. Mrs. J. Mackenzie and Cllr. S. Kirkman declared a non-pecuniary interest.

3399. MINUTES OF THE LAST MEETING

Resolved: Minutes of the Parish Council meeting held on 3rd August 2021, having been circulated, signed as a correct record.

3400. PUBLIC PARTICIPATION

Resolved: Meeting suspended to allow Council representatives to speak

There were no members of the public present.

Report from Lancashire County Councillor S. Turner

Cllr. S. Turner reported he is pursuing the erection of new designed brackets on the lamp posts for the new Speed Indicator Device. Lancashire County Council has conducted the structural tests on the lighting columns.

Lancaster canal's tow path is now part of Lancashire County Council's strategy for cycling, walking and infrastructure plans and for consideration when Government funding released.

There are changes to the Lancashire Road Safety Partnership coming in October with Andy Pratt, assistant Police and Crime Commissioner looking at individual cases. Missing 30MPH sign at junction of A6 and Westfield Road raised again.

Report from Wyre Councillor Mrs. E. Webster

Cllr. E. Webster commended Cllr. J. Finch on her work on the Greater Garstang Partnership. Noted that Wyre Council's dog wardens visited the Queen Elizabeth II Playing Field today. Cllr. S. Turner added a page on Wyre Council's website allowing the reporting of dog fouling with location ability. An increase in hits will generate patrols.

Resolved: Standing Orders resumed.

3401. VACANCY IN THE OFFICE OF PARISH COUNCILLOR

The date for an election has passed resulting in two vacancies at present.

Resolved: Councillors asked to co-opt as soon as practicable

3402. QUEEN'S PLATINUM JUBILEE

The Queens Platinum Jubilee is to be held **2nd - 5th June 2022**. Registration of interest completed online for the beacon.

Resolved: The Parish Council will consider further projects to commemorate in February 2022.

3403. GREATER GARSTANG PARTNERSHIP

Cllr. J. Finch and Cllr. D. Sharples declared an interest as sitting on the Partnership Board. Councillors asked to submit proposals how it sees Garstang as the key service centre evolving over the next 15 years or ideas for improving Catterall to be included in the study.

Resolved: Proposals sent include a new Village Hall, traffic lights at junction A6 and Cock Robin Lane, Boundary hedges considered in planning permissions, obstruction parking on footways, pelican crossing on A6.

3404. PARISH LENGTHSMAN CONTAINER

Councillors asked to identify a workshop/base from which the Parish Lengthsman can undertake the various jobs needed around the parish. Councillors considered the container at the Village Hall, advertising and industrial units, but each item identified the problems with power supply.

Resolved: As the employer it is the Parish Council's responsibility to approve the workplace and ensure the Parish Lengthsman has the tools/facilities to conduct the work expected to be undertaken. Establish a workshop with facilities and tools needed.

3405. REMEMBRANCE SUNDAY

Commemorations take place on Sunday 14th November 2021 at the Memorial Garden commencing at 2pm.

Resolved: To approach Rev. A. Wilkinson to conduct the service.

3406. CHRISTMAS CELEBRATIONS

The switching-on of Christmas tree lights are on Sunday 5th December 2021.

Resolved: To ask Rev. Wilkinson to bless the Christmas Tree

As the situation with Covid 19 cannot be assessed at this time the two options put into place last year to mark the event will be confirmed.

3407. LUNE VALLEY RURAL HOUSING ASSOCIATION

The Association is looking for board members; Councillors asked if they were interested

Resolved: Councillors were not able at this time.

3408. CATTERALL VILLAGE HALL

At last month's Parish Council meeting there was mention of payments for the Biffa commercial bin. The Parish Lengthsman uses the bin when emptying the Parish Council litter bins in Catterall. Councillors were asked to consider sharing the costs.

Resolved: The Parish Council will share commercial bin costs and pay this month's invoice from Catterall Village Hall for July.

Questions were raised from Village Hall representatives about the bins use and how quickly it is filled and so needs emptying. Both users to monitor bin.

3409. CATTERALL PARISH COUNCIL INVESTMENT

As part of the internal audit report Catterall Parish Council were advised to open an investment account. Councillors presented with information about CCLA and the public sector deposit fund.

Resolved: Catterall Parish Council authorise investment(s) into Qualifying Money Market Funds (including PSDF) with CCLA at the entry level.

Resolved: To source other alternatives as to investment.

3410. QUEEN ELIZABETH II PLAYING FIELD, Working with Catterall in Bloom

Proposal from Cllr. J. Finch. Catterall in Bloom is already looking after one flower bed; the Lengthsman is responsible for the rest; as the Bloomers now have increased, they can take on the remaining beds, and in return, have asked the Parish Council to purchase a water bowser with the Lengthsman making sure their planting is regularly watered.

Resolved: Catterall Parish Council will purchase a water bowser for use on the playing field landscaping beds

Using the original planting list to identify replacements, the Bloomers have identified alternative plants more suitable for the conditions. Responsibility and payment of any alternative planting will remain the Parish Councils.

Resolved: The Parish Council agrees to the proposals and will agree to any plants used.

3411. HEALTH AND SAFETY AUDIT

Health and Safety Audit, proposal from Cllr. J. Finch. Catterall Parish Council must ensure that it has all the appropriate health and safety arrangements in place. Given the specialist nature of the work propose the Council employ a consultant to review arrangements and to identify what further work, if any, needs to be done.

Resolved: Catterall Parish Council agree to engage a Health and Safety consultancy firm as presented.

3412. PLANNING APPLICATIONS

Planning Applications to consider and comment:

21/00827/LAWE

Proposal: Lawful Development Certificate for an existing use of the land for siting of a caravan for residential use, including curtilage for the parking of vehicles

Location: Ripon Hall Farm Catterall Lane Catterall

Resolved: Catterall Parish Council objects to this planning application. It is obtrusive into the open countryside. Planning enforcement should have actioned sooner.

3413. REPORTS FOR INFORMATION ONLY

Report on Queen Elizabeth II Playing Field, Catterall

Cllr. J. Finch reported on Section 106 monies paid over to Wyre Council on recent residential developments, although legislation stated this was to be paid directly to Catterall Parish Council for improvements on Queen Elizabeth II Playing Field.

Report of the representative on Lancashire Association of Local Councils

Cllr. D. Sharples reported the next meeting will be face to face and attended by Andrew Snowden, newly elected Police and Crime Commissioner and Mark Broadhurst, Wyre Council on social housing.

Report of the representative on Catterall Village Hall

Cllr. J. Makenzie reported the hall bookings are exceptionally busy with a variety of hirers.

Catterall Parish Council Facebook Page

Cllr. S. Kirkman will post Wyre Council dog fouling page link.

Green Spaces Report - Accident on Queen Elizabeth II Playing Field, Catterall

Councillors considered the report.

Resolved: To ask Playdale to inspect the equipment and provide a report to the Parish Council.

3414. FINANCE

Audit 2020 – 2021

Conclusion of a successful audit received from the external auditors.

‘On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority: None’

Resolved: To pay the invoice.

Accounts:

The following payments received.

1. Co-op Donation	£150.00	Catterall in Bloom
2. Pilling Parish Council	£18.20	
3. Pilling Parish Council	£21.53	
4. James Richards Circus	£500.00	Donation

Transfers/Direct Debits/Standing Orders

1. Parish Lengthsman	£ 27.30
2. Clerk’s reimbursements	£ 26.23
3. Staff costs	£2,665.45
4. BT	£ 51.65
5. Easy websites	£ 27.60

Bank Reconciliation to 15th August 2021

Resolved: Councillors accepted the Bank Reconciliation to 15th August 2021.

Bank Transfer

Permission given to transfer £10,000 to current account.

Resolved: Councillors resolved to pay the following invoices received:

Number	Payee	Amount	Details
2609	Catterall Village Hall	£ 28.23	Commercial Bin rent
2610	Olive Branch Landscapes	£632.02	Grounds Maintenance
2611	Houghtons Filling Station	£115.98	Fuel and compost CiB
2612	C and C Supplies	£ 81.53	Jerry can, acrylic sheet
2613	Clarke and Pullman	£ 86.30	Boots and trimmer line
2613	Clarke and Pullman	£ 23.80	Strimmer head £110.10
2614	Mrs. A. Parker	£140.93	Catterall in Bloom
2615	PKF Littlejohn LLP	£480.00	External Auditors
2616	Armstrongs Garden Machinery	£ 33.60	Mower repairs
2617	Viking	£179.27	Stationery
2618	Pilling Parish Council	£117.00	Society of Local Council Clerks membership
2619	Houghtons filling Station	£ 60.11	Fuel
		£1,978.77	

3415. QUESTIONS FOR COUNCILLORS

Catterall in Bloom

The Parish Council holds the funding for Catterall in Bloom, but the Chairman proposes to look to separating the bank details with alternative cheque and paying in books. To investigate with Lloyds Bank.

There being no further business the Chairman closed
Catterall Parish Council meeting at 8.30pm.

Date

Chairman