



## **CATTERALL PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on 5<sup>th</sup> December 2023 at 7:00pm at Catterall Village Hall**

**Present:** Cllrs I Brayshaw (Chair), J Bostock, S Bulman, J Finch, L Ormerod and P Perks

**In Attendance:** E Millington (Clerk and RFO), Wyre Cllr David Swift and 1 resident.

#### **3895 Apologies for absence**

Apologies for absence were received from Cllrs S Kirkman, J Mackenzie and D Sharples and the reason accepted.

#### **3896 Declarations of interest and dispensations**

There were no declarations of interest nor any request for a dispensation for any item on the agenda.

#### **3897 Minutes of the last meeting**

Councillors **resolved** that the minutes of the meeting held on 7<sup>th</sup> November 2023 be agreed as a correct record.

#### **3898 Public Participation**

At the request of the Chair, councillors **resolved** to adjourn the meeting to allow non-councillors to speak.

The resident passed on his thanks to the Parish Council for their work in the past 12 months and wished everyone a merry Christmas.

Lancashire Cllr S Turner sent apologies for absence and a message regarding canal towpath improvements. The aim is to improve the canal towpath between Bilsborrow and Garstang (from Bridge 44 to 59) using the same specification as the work completed in Bilsborrow 12 years ago. The length of towpath in each parish is as follows; Claughton - 2.581km, Catterall - 0.427 km and Barnacre with Bonds - 2.383 km. A decision is to be made as to whether the scheme is completed as one project or if each parish works individually. There are various funding pots which may be available for this scheme.

Councillors felt that given Catterall's relatively short stretch of towpath, it would be beneficial for Catterall to work with the other parishes.

Wyre Cllr D Swift gave clarification regarding the £142,000 of funding for the swimming pools in Fleetwood, Poulton and Garstang leisure centres from the Government's Swimming Pool Support Fund. This funding is to be used to improve the efficiency of the pools, with initiatives such as new boilers, LED lights and triple glazing.

At the conclusion of the public participation and at the request of the Chair, councillors **resolved** to reconvene the meeting.

**3899 Christmas tree light switch on event 2023**

The Christmas working group gave a verbal report about the Christmas Tree Light Switch On event. The event was a success and it was wonderful to see so many members of the community in attendance.

The event was led by Reverend Wilkinson from St Helen's Church, Kirkland and Catterall C of E Primary School choir sang, and the lights were switched on by Beth Arden, Catterall Gala Queen. The event was very well attended again, drawing approximately 120 residents, half of whom stayed afterwards for hot drinks and children's crafts. Volunteers from The Matthew Hesmondhalgh Memorial Fund – CRY, helped to in the Village Hall with the drinks and crafts. Mulled wine was served for the first time and this proved to be very popular.

The new Christmas trees lights are impactful, as are the decorations made by the Catterall in Bloom knitters.

Unfortunately the sound was poor this year as this was the first year that the Parish Council used a small speaker. Recommendations were made to the parish council that either a more powerful sounds set up was hired/borrowed or outsourced to a third party. Councillors **resolved** to investigate the options for improving sound next year.

The Chairman gave thanks to all those involved in the event. Councillors **resolved** to send letters of thanks to Rev Wilkinson, Kirkland and Catterall Primary School Choir, Catterall Gala Queen and CRY.

**3900 80th anniversary of D-Day**

The 6th June 2024 will be the 80th anniversary of D-Day. Councillors **resolved** to wait and mark the centenary.

**3901 SPID on Joe Lane – consultation**

Lancashire County Council have approved a location for a SPID post on Joe Lane but have requested that a consultation of local properties take place prior to installation, minute 3881 refers. The consultation has taken place, publicised on Facebook, the parish council website and by hardcopy to immediate neighbours of the proposed site. Two residents have completed the consultation, both favourably with regards to a post being installed on Joe Lane. The residents of the adjoining property have asked to meet the Clerk on site to agree an exact location for the post. So far a mutually convenient time hasn't been achieved but this will be done in the next couple of weeks.

Councillors **resolved** to accept the consultation finding and delegate the task of agreeing the exact location of the post, between 34 and 36 Joe Lane, to the Clerk.

**3902 A whistlestop tour for new councillors & clerks – training webinar**

Cllr Ormerod has requested to attend a Lancashire Association of Local Councils training webinar titled 'A whistlestop tour for new councillors & clerks.'

This is at a cost of £35. There are funds available in the training budget for attendance.

Councillors **resolved** to approve this request.

**3903 2024/25 Budget**

Councillors considered the second draft of the 2024/25 budget and **resolved** to include the following projects;

**a) Local history information boards**

Estimated at £5,000 for 10 boards.

**b) Additional SPID and 2 x posts**

Estimated at £4,500.

Councillors also **resolved** to formalise the parish council’s reserve level to six months operating costs as recommended by the Joint Panel on Accountability and Governance (JPAG) Practitioners’ Guide 2023. *“The generally accepted recommendation with regard to the appropriate minimum level of a smaller authority’s general reserve is that this should be maintained at between three and twelve months of net revenue expenditure.”* A reserve policy is to be created.

**3904 Footpath diversion – between the A6 and Blackthorn Avenue**

Catterall Parish Council received notification from Wyre Council of a Public Path Order. The effect of the order will be to divert the entire width of that part of FP0209009 running from Garstang Bypass Road (A6) at point A (SD 4920 4270), generally east-north-east for 250 metres to Blackthorn Avenue at point B (SD 4943 4277) and create an alternative footpath 3 metres in width running from Garstang Bypass Road (A6) at point A (SD 4920 4270), generally east-north-east for 125 metres to point C (SD 4930 4274) then continuing generally east-north-east for 180 metres to Blackthorn Avenue at point B (SD 4943 4277).

Councillors **resolved** to make no objection to this order.

**3905 Planning**

Application # 23/00770/FUL

Proposal: Proposed change of use of the existing building to 1 dwelling (C3), with external alterations including addition of pitched roof, following demolition of part of the building

Location: Units 1 And 2 Tan Yard Road, Catterall, Preston, Lancashire

Councillors **resolved** to object to this application as part of the bridleway that this property is situated on is already attracting parked vehicles. This application could seriously impact pedestrians and horses using the bridleway.

Application # 23/01103/REM

Proposal: Reserved matters application for one agricultural workers dwelling (appearance, landscaping and scale) following planning permission 21/01393/OUT

Location: Land South Of 83 Garstang Road Catterall Preston PR3 0HE

Councillors **resolved** to offer no objections to this application.

**3906 Finance**

**Receipts (for noting)**

Payee	Amount	Details
Lancashire County Council	£217.00	Amenity grass cutting 23/24

**Payments (for approval)**

Payee	Amount	Details
Festive Lights	£767.84	Christmas tree lights
Houghtons Filling Station	£233.83	Fuel – October 23 Weed killer
Amazon	£9.49	Christmas – craft supplies
Amazon	£9.99	Christmas - crayons
Amazon	£15.65	Christmas – disposable cups
Amazon	£61.65	Extension lead – 50m
Amazon	£41.54	Extension lead – 35m
Haldane Fisher	£78.89	Timber for additional bird and hedgehog houses – Biodiversity grant as recommended in the Biodiversity report
R R Kippax	£1,152.00	Playing Field gang mowing – 8 cuts
Armstrongs	£352.37	Mower service and repair

**Payments by Bank Transfer (for approval) and by Direct Debit and Standing Orders (for noting)**

1. Staff Costs for November	£2,642.55
2. P Hartley (expenses)	£18.45
3. E Millington (expenses)	£5.40
4. LCC Pension	£1,535.78
5. Towers Gornall	£68.40
6. EE phone contract	£22.80
7. Easy websites	£27.60
8. Charge card expenses (26/10/23)	£85.49
9. Charge card expenses (27/11/23)	£146.15

**Investments**

CCLA investment £41,599.24 at 30th November 2023 (£189.34 reinvested)

Councillors **resolved** to note the receipts, approve the payments and to note the payments by Standing Order and Direct Debit and the reinvested investment receipt.

**Statement of Accounts**

Councillors **resolved** to accept the November statement and reconciliations for CCLA, Unity current and Unity saver.

**Transfer of Funds**

Councillors **resolved** to approve a transfer of £10,000 from Unity saver to Unity current to cover payments.

**Budget Monitoring**

None.

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

**3907 Reports from subject leads and outside body representatives**

**QEII Playing Field**

A 2024/25 funding bid has been submitted to the Environment Agency for £5,500. This funding would cover the cost of the proposed Miyawaki micro forest, minute 3880 refers.

**LALC Wyre Area Committee**

The next meeting is in January 2024

**Catterall Village Hall**

Catterall Village Hall held it's AGM last week. The Village Hall has had a very productive year with many improvements made. All but 1 trustee stood again, S Kirkman remains the Chair, J Finch remains the Secretary and J Mackenzie remains the Village Hall representative to the Parish Council.

**Catterall Gala**

The Gala Committee will next meet in January 2024.

**3908 Clerk's report**

Councillors **noted** the information in the Clerk's report.

**3909 Action Tracker**

Councillors **noted** the information contained in the action tracker.

**3910 SPID Report**

Councillors **noted** the information contained in the SPID report from LC6 Cock Robin Lane (NE bound) and that this information is shared with the police and is available on Catterall Parish Council's website.

**3911 Questions to councillors**

None

There being no other business the Chair closed the meeting at 7:45pm.