



CATTERALL PARISH COUNCIL

Minutes of the Parish Council meeting held on 5th March 2024 at 7:00pm at Catterall Village Hall

Present: Cllrs I Brayshaw (Chair), J Bostock, S Bulman, J Finch, S Kirkman and L Ormerod.

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

3944 Apologies for absence

Apologies for absence were received from Cllrs J Mackenzie and P Perks and the reason accepted.

3945 Declarations of interest and dispensations

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

3946 Minutes of the last meeting

Councillors **resolved** that the minutes of the meeting held on 6th February 2024 be agreed as a correct record.

3947 Minutes of the last extra ordinary meeting

Councillors **resolved** that the minutes of the extra ordinary meeting held on 6th February 2024 be agreed as a correct record.

3948 Public Participation

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

Apologies for absence were received from Wyre Cllr Daniel Bolton.

Wyre Cllr David Swift informed councillors that Wyre Council would meet on Thursday 7th March to finalise the budget.

The ongoing issue of dogs off lead on Queen Elizabeth II Playing Field was discussed. For there to be more dog warden patrols in Catterall, more residents need to report the issue to Wyre Council using the form on the Wyre Council website.

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

3949 Catterall in Bloom - Stone Cross Gardens

Catterall in Bloom wish to commence work on Stone Cross Gardens in an attempt to reduce the need for watering. To create the dry garden, a very low-level wooden roll would be placed around the flower beds, the soil covered with pea gravel and some plants replaced for those more tolerant of dry soil.

Catterall in Bloom would like to make this a 'Partnership Project' between the Parish Council and themselves. A suggestion being that Catterall Parish Council provides the pea gravel and Catterall in Bloom supplies the wooden rolls and plants. Councillors **resolved** to purchase of 4 tonnes of pea gravel at a cost of £456.00 (net). Councillors also **resolved** to approve the planting plan for the dry garden at Stone Cross Gardens.

3950 Playing field lighting

The quotes have been received for the lighting on the playing field. Councillors **resolved** to request a breakdown of the installation costs to see if any of the work could be achieved in house to reduce costs.

3951 Catterall Gala 2024

Councillors **resolved** to approve Catterall Gala's use of Queen Elizabeth II Playing Field on Friday 31st May (for set up), Saturday 1st June (Gala day) and Sunday 2nd June (to complete clear up).

3952 Churchtown Children's Festival 2024

Churchtown Children's Festival have asked for a representative from Catterall Parish Council walk to in their procession on Saturday 25th May commencing at 1pm from Kirkland Memorial Hall. Councillors **resolved** to that Cllr I Brayshaw would attend as a representative.

3953 Annual Governance Review

When completing the end of year Annual Return, Councillors are asked to confirm that the various internal control documents have been reviewed in the past 12 months and the Parish Council has established a principle of conducting an annual governance review each March. Councillors reviewed and **resolved** to approve the following documents:

- a) Code of Conduct 2024
- b) Standing Orders v1.7
- c) Standing Orders for Annual Parish Meeting v1.2
- d) Financial Regulations v2.0
- e) RFO Duties & Responsibilities v1.3
- f) Investment Policy v1.4
- g) Asset Register 2024
- h) Risk Management Plan v1.4
- i) Risk Register v1.3

Any changes to these documents can be found on the 'Annual Governance Review Summary of Changes' document.

3954 Planning

Application # 24/00131/FUL

Proposal: Change of use of agricultural land to domestic curtilage

Location: Calder Terrace Stones Lane Catterall Preston Lancashire

Application # 24/00164/REM

Proposal: Reserved matters application for the erection of 2 detached dwellings (landscaping) following planning permission 20/01010/OUT

Location: Land To North Of Westfield Road And West Of Meadows Lane Cloughton-on-brock Lancashire

Councillors **resolved** to offer no objections to these applications.

3955 Finance

Receipts (for noting)

None.

Payments (for approval)

Payee	Amount	Details
Haldane Fisher	£24.55	Timber for park repair and WD40
Haldane Fisher	£19.55	Bolt hex head x 8
Houghtons Filling Station	£241.00	Fuel – November 23, December 23 and January 24
Mrs A Parker	£70.55	Catterall in Bloom
Amazon	£15.48	Drill bits
Amazon	£126.00	Wet and Forget Mould, Lichen and Algae remover
Lancashire County Council	£466.80	Joe Lane SPID post installation
C&C Supplies	£8.40	Mending plates
Npower	£67.88	Electricity for Christmas tree lights 2023

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

1. Staff Costs for February	£2,663.33
2. LCC Pension	£1,033.13
3. P Hartley (expenses)	£37.26
4. E Millington (expenses)	£16.20
5. Towers Gornall	£68.40
6. EE phone contract	£22.80
7. Easy websites	£30.36
8. ICO – Data Protection fee	£35.00
9. Charge card expenses (27/02/24)	£15.50

Investments

CCLA investment £41,966.16 at 31st January 2024 (£186.95 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 January statement and reconciliation for CCLA and the February statement and reconciliations Unity current and Unity saver.

Transfer of Funds

Councillors **resolved** to approve a transfer of £5,000 from Unity saver to Unity current to cover payments.

Budget Monitoring

None.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

3956 Reports from subject leads and outside body representatives

QEII Playing Field

The vandals that caused the damage to the wheeled play area fence in September 2023, minute 3861 and 3886 refers, committed damage to the new wheeled play area fence on 24th February 2024. These individuals have now been identified by the police.

LALC Wyre Area Committee

None

Catterall Village Hall

None.

Catterall Gala

The Gala Queen has been appointed.

3957 Clerk's report

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

3958 Action Tracker

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

3959 SPID Report

Councillors **noted** the information contained in the February 2024 SPID report from Joe Lane (Northeast bound).

This data has been shared with a Police Traffic Management Officer and Road Safety Analyst and has been uploaded to the Parish Council website.

3960 Questions to councillors

Cllr J Bostock requested that Lancashire County Council are contacted about the resurfacing of Joe Lane. The resurfacing has been repeatedly postponed, and according to the most recent correspondence, should be undertaken in March 2024, following drainage works. The parish council has yet to receive notification of road closure for resurfacing.

Cllr J Mackenzie sent a message requesting that the litter bin by Collinson's be relocated to the new path should the proposed footpath diversion be successful.

There being no other business the Chair closed the meeting at 7:40pm.