



## **CATTERALL PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on 1<sup>st</sup> October 2024 at 7:00pm at Catterall Village Hall**

**Present:** Cllrs I Brayshaw (Chair), S Bulman, S Kirkman, J Leech (after minute 4066) and P Perks.

**In Attendance:** E Millington (Clerk and RFO), Garstang Town Mayor M Halford and 1 resident.

#### **4061 Apologies for absence**

Apologies for absence were received from Cllrs J Finch, J Bostock and L Ormerod and the reason accepted.

#### **4062 Declarations of interest and dispensations**

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

#### **4063 Minutes of the last meeting**

Councillors **resolved** that the minutes of the meeting held on 3<sup>rd</sup> September 2024 be agreed as a correct record.

#### **4064 Minutes of the last personnel committee meeting**

Councillors **resolved** that the minutes of the personnel committee meeting held on 3<sup>rd</sup> September 2024 be agreed as a correct record.

#### **4065 Public Participation**

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

Mike Halford, Mayor of Garstang, is visiting all of the local parishes this year. He advised the council that Garstang Town Council will be holding an event for the 80<sup>th</sup> Anniversary of VE Day on the 8<sup>th</sup> May 2025. There is intention to put together a working group to deliver the event, hopefully with representatives from other local parishes. More details to follow.

Apologies were received from Lancashire County Councillor S Turner.

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

#### **4066 Co-option to councillor vacancies**

Catterall Parish Council currently has two vacancies. James Leech of Catterall has come forward as a potential councillor and an application form was circulated via email on the 14<sup>th</sup> September 2024.

Councillors considered the application and co-opted James Leech to Catterall Parish Council, until the next election in May 2027.

Upon co-option a Declaration of Acceptance of Office was signed

#### **4067 A6 benches removal and replacement**

The 2024/25 budget contains £700 for a new bench on the west side of the A6, minute 3887 refers.

At present there are three benches on the west side of the A6; in a field gateway near Catterall Lane, to the south of Old Lancaster Road and to the north of Old Lancaster Road. All these benches have wooden slats which are in poor condition and need repair or replacement.

Councillors **resolved** to purchase a Phoenix Recycled Material Seat from Glasdon at a cost of £585.00 NET. This will replace the bench at the south end of Old Lancaster Road, and is the same specification as the majority of benches on Queen Elizabeth II Playing Field.

Councillors **resolved** to remove the bench in the field gateway by Catterall Lane and the bench to the north of Old Lancaster Road.

Of the three benches removed, two will be disposed of and removed from the asset register. The third will have the timber replaced and be moved to the dog field, minute 4002 refers.

#### **4068 Remembrance Sunday – 10th November 2024**

Catterall traditionally holds a short Remembrance Sunday service at the memorial garden on Cock Robin Lane at 2pm to allow residents to lay their wreaths. Councillors **resolved** to hold the service on 10<sup>th</sup> November 2024.

A representative of Catterall Parish Council is to lay a wreath at St Helen's Church, Churchtown at 11am.

#### **4069 Donation to the Royal British Legion 2024**

Councillors **resolved** to donate £100.00 towards the continuing work of the Royal British Legion. £100.00 was donated by the Parish Council in 2022 and 2023.

#### **4070 Garstang Christmas lights 2024**

The following message has been received from Garstang Town Council;

*"I hope you all have had a great summer. Autumn is definitely on its way and it feels the right time to contact you about the Christmas Lights in Garstang.*

*As you are aware, Garstang Town Council, is now responsible for all aspects of the Christmas Lights (except fundraising which is to be undertaken by the Garstang Christmas Lights Appeal Group). The Town Council continue to work closely with the Christmas Lights Group Appeal Group and especially the Chair, Mr Damian Carr, to ensure that the 2 organisations come together for the benefit of the town.*

*As mentioned last year, the Town Council undertook a tender process for the 5 year contract period 2023 - 2028; the total cost of the Christmas Lights is £93,380 net of VAT (£825 in Non-recurring costs and £18,511 per year).*

*The annual cost of the annual cost of the lights has also been met by generous grants from Wyre and Garstang Town Council and Garstang Town Trust, alongside the*

*fundraising and collections from businesses to raise the shortfall. Over the past couple of years it has been challenging for many businesses and our collections from them have understandably been reduced.*

*The contributions we have received from parish council's have been invaluable for the continuation of the Christmas Lights and it is the same again for the 5 year contract period as costs have increased.*

*Therefore, please could I ask if your Parish Council would consider giving a financial donation towards the Christmas lights once again this year?  
As always, any amount you would be able to give would be very gratefully received by the Town Council and would help bring festive cheer to all our local communities.*

*May the Town Council take this opportunity to invite you to the Big Switch on! Garstang's Christmas Lights will be switched on at 6.30pm, at a new location - Cherestanc Square (yet to be confirmed by Wyre Council) on Monday 25th November 2024.*

*Please join us for some festive fun. The event will include Christmas carols, live music, refreshments and entertainment. We hope to see you there."*

Last year Catterall Parish Council donated £250.00 towards Garstang Christmas lights.

Councillors **resolved** to donation £250.00 towards the lights in 2024.

#### **4071 Section 106 monies**

The following message has been received from Garstang Town Council;  
*"At the Town Council meeting on, 19 August 2024, minute 059(2024-25) was resolved, in relation to section 106 monies.*

*The GTC are aware that Wyre Council is reviewing their local plan and there is going to be significant additional housing in the Borough (we don't know how much yet)  
The TC's concern is that the Town and parish councils are not getting enough section 106 monies across our parished area.*

*GTC are particularly concerned about the impact of the proposed additional housing on community infrastructure and green spaces.*

*The Town Council also acknowledges that your parish is going to be impacted by these developments ,but we are concerned that Garstang is most likely to be the key service centre for these developments in rural Wyre.*

*GTC would like to work with you to ensure that we are all lobbying Wyre Council to get the best for our local communities.*

*The Town Council is seeking an expression of interest from your parish council, if you would want to join Garstang Town Council and, collectively, address these concerns to Wyre Council."*

Councillors **resolved** to declare an expression of interest in this matter.

**4072 Training request – Routine Playground Inspection Course**

The Lengthsman performs weekly playground inspections and daily playground checks. The internal auditor recommended that the Lengthsman undertake a training course on routine playground inspection.

Euxton Parish Council have agreed to host a trainer from The Play Inspection Company to run a RoSPA Routine Playground Inspection Course on the 27th November in Euxton. The cost would be £150.00 plus an optional exam fee of £120.00.

Councillors **resolved** to approve this request.

**4073 2025/26 Budget**

The draft budget for 2025/26 will initially be considered at the November meeting. The costs of projects that councillors might wish to undertake need to be calculated by the 20th October and sent to the clerk.

Councillors are asked to put forward ideas for projects to be funded from next year's budget.

Two projects were proposed and will be costed for the November meeting; a new defibrillator cabinet and a new CCTV control unit.

**4074 Finance****Receipts (for noting)**

Payee	Amount	Details
Catterall in Bloom	£14.28	Donation
Unity Trust Bank	£388.17	Interest

**Payments (for approval)**

Payee	Amount	Details
Playdale	£650.48	Play area repairs
Houghtons	£73.02	Fuel – August 2024
Amazon	£56.35	Wet& Forget algae remover, disposable gloves, GT85 spray, disposable coverall suit
HMRC	£1,534.72	Quarter 2
Laburnum Nurseries	£11.38	Catterall in Bloom

**Routine Payments** by bank transfer, direct debit and standing order (for noting)

1. Staff Costs for September	£2,707.65
2. LCC Pension	£1,044.55
3. Towers Gornall	£68.40
4. P Hartley (mileage)	£10.35
5. EE phone contract	£22.80
6. Easy websites	£ 36.96
7. Chq handling fee (04/06/24 – 03/09/24)	£1.20
8. Bank charges (04/06/24 – 03/09/24)	£25.65
9. Bank charges (04/09/24 – 30/09/24)	£6.75

**Charge card expenses 26/09/24** (for noting)

Payee	Amount	Details
Lloyds	£6.00	Charge card fee

**Investments**

The CCLA investment is £58,443.90 at 31st August 2024 (£255.93 reinvested).

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

**Statement of Accounts**

Councillors **resolved** to accept the August statement and reconciliations for CCLA and September statement and reconciliations for Unity Trust current, Unity Trust saver and Redwood 95 day saver.

In line with Financial Regulation 2.6, Cllr S Kirkman signed and dated the bank reconciliations above.

**Transfer of Funds**

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

**Budget Monitoring**

Councillors noted the budget update dated 26th September 2024.

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY****4075 Reports from subject leads and outside body representatives****QEII Playing Field**

None.

**LALC Wyre Area Committee**

A meeting was held on the 25<sup>th</sup> September.

James Reilly gave a presentation on the benefits of having council owned .gov.uk email address.

The police gave an update on crime across Wyre. It was noted that there would be a push on the run up to Christmas to tackle drink and drug driving.

There was a call for more sharing of good practice, ideas and funding sources to take place at LALC meetings between councils/councillors.

**Catterall Village Hall**

Anti climb paint has been painted on some of the gutters and on the Gala's container New front doors, lighting for the car park and acoustic panels are all anticipated soon. The village hall will be painted over October half term.

**Catterall Gala**

None.

**Catterall Christmas Light Switch On**

Kirkland and Catterall St Helen's Primary School choir have declined to attend, and Garstang Community Academy have yet to respond to the invitation.

The Singspiration Community Choir who meet in Catterall Village Hall have expressed interest in singing at the event.

The police will be informed that the event is going to take place.

**4076 Clerk's report**

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

**4077 Action Tracker**

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

**4078 SPID Report**

Councillors **noted** the information contained in the September 2024 SPID report from LC30 Garstang Road (northbound).

This data has been uploaded to the Parish Council website and reported to Lancashire Road Safety Partnership.

**4079 Questions to councillors**

The clerk was asked to consult the plans for the field at the end of Keepers Wood Way and to ensure that all of the Parish Council owned land is being mown regularly.

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