



CATTERALL PARISH COUNCIL

MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING

6th OCTOBER, 2020 at 7pm

Present:

Catterall Parish Councillors;

*I. Brayshaw, Chairman,
J. Finch, Vice-Chairman
Mrs. S. Bulman,
S. Kirkman,
Mrs. J. Mackenzie,
D. Sharples,
Gillian Benson, Clerk to the Parish Council
Lancashire County Councillor and Wyre Councillor S. Turner*

3239. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Mrs. G. Balshaw and Cllr. K. O'Hanlon for this meeting. Wyre Councillor Mrs. L. Webster sent apologies.

3240. 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.

3241. MINUTES OF THE LAST MEETING

Resolved: Minutes of the Parish Council meeting and confidential meeting held on 1st September, 2020 having been circulated were signed as a correct record.

3242. PUBLIC PARTICIPATION

Standing Orders were adjourned to allow residents to speak.

Lancashire County Council

Cllr. S. Turner answered a Councillor enquiry to the improved junction at Baylton Drive and Garstang Road by Baxter Homes, which was a planning condition for the Pickerings development. He reported there appears no legal agreement in place and the work may not be pursued. Lancashire County Council is to contact Baxter Homes for a resolution.

Pandemic transmission is widespread in Lancashire with Burnley being the 2nd highest in the country; blamed on mixing in households. Every district in Lancashire is rated over 100:100,000. There may be a 'circuit breaker' imposed shortly. On 14th October the Government will be announcing three tiers of lockdown for implementation based on the transmission rates.

Weight limit traffic signs are in place on both Cock Robin Lane and Joe Lane, but it appears the order is not in force; Cllr. Turner will contact Mr. Stevenson for an update.

Standing Orders were resumed.

3243. FINANCE QUERY

Explanations on finance queries on the annual charge were confusing and did not address those specific items questioned.

Resolved: To re-write stressing specific issues.

3244. DONATIONS POLICY

Resolved: The Donations Policy was updated and agreed

3245. CHRISTMAS TREE

The Christmas Tree Committee met setting up two possible scenarios for the switch-on of the Christmas Tree lights, viral or in person. This will depend on the state of the pandemic; the final decision to be taken at next month's meeting.

Resolved: To consider how the switch-on will be conducted next month.

3246. FLAGPOLE

A number of quotes for 8metre flagpoles and flags were presented to the Councillors and discussed.

Resolved: Flagpole Express is the chosen supplier of the flagpole and flags

Resolved: Catterall Parish Council will apply for planning permission for an 8metre flagpole.

3247. WEB SITE

Resolved: Councillors agreed to the Covid 19 banner and Accessibility Statement to be published on Catterall Parish Council's website.

3248. COVID 19 – IMPACT ON PARISH COUNCIL STAFF.

Cllr. J. Finch and Cllr. S. Kirkman, as representatives on Catterall Village Hall committee are concerned with the safety of the Parish Council staff in the hall. It is uncertain that Covid 19 guidance is being followed and this has caused Cllr. J. Finch to resign. The Village Hall has opened up for classes, but it is unknown if risk assessments for the cleaner or Parish Council staff exist to ensure safety for all users.

Resolved: To ask Catterall Village Hall for the risk assessments in place in the hall in view of the steep rises in infection levels.

3249. PARISH LENGTHSMAN'S APPOINTMENT

Catterall Parish Council has employed Paul Hartley as Catterall's Parish Lengthsman. Paul started work on 28th September and will be shadowing Tim to learn the job and training courses will be sought as soon as possible.

Resolved: To make an allowance towards the fitting of a tow bar.

3250. SPEED INDICATOR DEVICE

The Parish Council budgeted for the replacement of the SpID with new brackets; Councillors added Baylton Drive as a new site. The Parish Council agreed to pay for two poles on Cock Robin Lane as the concrete lamp posts cannot be used and locations suggested by County are unsuitable to Residents; Lancashire County Council will erect the poles.

Resolved: To order a SpID with 10 brackets.

Resolved: Ask Lancashire County Council to risk assess lamp post 4, Baylton Drive

3251. STAFF TRAINING

Resolved: The clerk to attend training: run by Society of Local Council Clerks.

3252. PLANNING APPLICATIONS**Certificate of Lawful Use or Development****20/00646/LAWF**

Proposal: Lawful development certificate for proposed erection of single storey extension at rear following demolition of existing single storey extension

Location: 6, Conway Close, Catterall

Planning Applications to consider and comment:**20/00813/FULMAJ**

Proposal: Conversion of barn in to 3 dwellings and erection of 8 dwellings with associated access off Garstang Road (A6) (Pursuant to variation of conditions 2 (Plans), 5 (Landscaping), 12 (Boundary treatments), 13 (Obscure barn glazing) and 16 (Access works) on planning application 18/00822/FULMAJ to enable the replacement of the redundant farmhouse together with alterations and amendment to site access, garages, and layout arrangements

Location: Catterall Lodge Farm Garstang By-Pass Road (A6) Catterall

Resolved: *Catterall Parish Council has no objection to this planning application and seeks neighbourhood notification.*

3254. REPORTS FOR INFORMATION ONLY;**Report on Queen Elizabeth II Field**

Cllr. J. Finch reported submission of the Lancashire Environmental Fund grant claim; which has enabled the landscaping work on the Queen Elizabeth II Playing Field.

Catterall Parish Council Facebook

Halloween information, new Parish Lengthsman and Remembrance Sunday.

Lancashire Association of Local Councils

The association requests use of licence to hold a virtual meeting; following recent Government advice on meetings.

3255. FINANCE**Parish Champion Funding**

Clerk applied for a Parish Champion grant towards the blue parrot for the picnic area on the Queen Elizabeth II Playing Field and received £250.00.

Accounts:

The following payments have been received;

1. Pilling Parish Council	£ 20.03	
2. Kirkland Parish Council	£ 59.45	
3. Parish Champion Grant	£250.00	towards the parrot

Cancel cheque; 002511 and bring back to bank; lost in post.

Resolved: Councillors resolved to pay the following invoices received:

Cheque	Payee	Amount	Reason
2515	Haldane Fisher	£ 22.34	Wood and Varnish
2516	Olive Branch Landscapes	£1,246.04	Grounds Maintenance
2517	Amberol	£528.90	Parrot bin with voice box
2518	C and C Supplies	£ 11.49	Nuts, washers and paper roll
2519	Houghtons Filling Station	£ 69.59	Fuel
2521	Viking	£451.26	Stationery
2523	People-Asset Management	£ 87.00	Parish Lengthsman pre-employment checks
2524	Armstrongs Garden Machinery Backpack Blower £635.00 Brush cutter £630.00 Mower Service £30.00 2 stroke oil and filter £38.70 Damper/drive cable £146.95 Mower repairs £ 38.00	£1,518.65	
2525	Nortech Security Systems	£ 42.00	CCTV check
		£3,977.27	

Transfers/Direct Debits/Standing Orders

1. Parish Lengthsman reimbursements	£ 25.70	Permission
2. Clerk's reimbursements	£133.45	given to
3. Parish Lengthsman reimbursements	£188.14	pay staff
4. BT	£ 46.48	
5. Easy-web-sites	£ 27.60	
6. Staff costs: September	£2,065.50	

Bank Reconciliation and Quarterly Budget Monitoring to 15th September, 2020

Resolved: Bank Reconciliation and second Quarterly Budget Monitoring to 15th September, 2020 were accepted. Audit costs were paid in August: last large payment from this budgeted account. Queen Elizabeth II Playing Field costs represent the final payment for landscaping and the final part of grant to be claimed.

Permission for bank transfer

Resolved: Transfer £10,000 from the Parish Council savings to current account.

3256. QUESTIONS FOR COUNCILLORS

Double yellow lines at junction

Notices at the junction of Cock Robin Lane and Hamers Wood Drive were posted; last November residents were contacted for comments.

Public Right of Way – Footpath no. 1

Near to the Gate House, Catterall Lane where soil has been piled against the stile to Yoad Pool.

Licences for Christmas Trees

Requested information sent to Lancashire County Council; to allow Christmas Trees on the edge of a highway and will run for five years.

Claughton Reuse Centre

Cllr. Atkinson signed off the agreement for Lancashire County Council to open Claughton Tip. Fridays only, starting 25th September, appointments for vans.

Queen Elizabeth II Playing Field

The bug hotel has been dismantled every weekend since its installation and the log piles removed completely. The hedge wire fence has been stood on which could become a trip hazard this has been removed and re-used around the bug hotel to keep everything intact.

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

Date

Chairman