



## **CATTERALL PARISH COUNCIL**

### **MINUTES OF THE PARISH COUNCIL MEETING**

**HELD ON TUESDAY  
2nd October, 2018 at 7.00pm**

**AT CATTERALL VILLAGE HALL,**

*Present:*                      *Councillors;* *I. Brayshaw, Chairman,*  
*J. Finch, Vice-Chairman,*  
*Mrs. P. Bugeja,*  
*Mrs. S. Bulman,*  
*R. Hill,*  
*S. Kirkman,*  
*K. O'Hanlon,*  
*D. Sharples,*  
*Gillian Benson, Clerk to the Parish Council,*  
*Lancashire County Councillor and Wyre Councillor Turner*

#### **2956. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. M. Butler and Cllr. E. Taylor for this meeting.

#### **2957. NOTIFICATION OF INTERESTS**

Councillors were asked to state any interests in matters to be discussed at this meeting and are reminded that changes to their Register of Interests must be made within 28 days.

#### **2958. MINUTES OF THE LAST MEETING**

*Resolved: The minutes of the Council meeting held on 5th September, 2018, having been circulated to members were agreed and signed by the Chairman as a true record.*

#### **2959. PUBLIC PARTICIPATION**

Standing Orders were suspended to receive information.

#### **Wyre Council**

Wyre's Local Plan main modifications are out to consultation and comment at present. Cllr. Turner stated that the Government housing need calculation has changed and Wyre's supply number is reduced. At present there is an 11 year land supply therefore only the original land allocations in the Local Plan will be used and no further sites considered.

#### **Lancashire County Council**

Councillors were concerned at the change in advice from highways in a planning application for off street parking and is County highways prepared to maintain highway safety for other users.

The meeting was resumed.

**2960. STANDING ORDERS**

*Resolved: Standing Orders were updated, reviewed and accepted in the main.*

There was a query about understanding processes in finance and procurement and clarification will be sought.

**2961. WYRE LOCAL PLAN MAIN MODIFICATIONS**

Wyre's modifications to their Local Plan were read at:

[http://www.wyre.gov.uk/info/200317/planning\\_policy/1192/submission\\_draft\\_wyre\\_local\\_plan\\_examination](http://www.wyre.gov.uk/info/200317/planning_policy/1192/submission_draft_wyre_local_plan_examination)

*Resolved: The Parish Council is not looking to comment.*

**2962. PLANNING APPLICATIONS**

Wyre Council planning state that prior approval is NOT required on this application:

**18/00881/HPN**

**Proposal:** Single storey rear extension. The enlarged part of the dwellinghouse (the extension will extend beyond the rear wall of the original dwellinghouse by 6.075 metres. The maximum height of the enlarged part of the dwellinghouse will be 3.465 metres. The height of the eaves of the enlarged part of the dwellinghouse will be 2.98 metres

**Location:** 18 Daniel Fold Lane Catterall

**Planning applications considered:**

**18/00598/FUL**

**Proposal:** Erection of single-storey side extension, new exterior door and addition of 5 roof lights and solar panels

**Location:** 1 Tricklebanks Catterall Lane Catterall

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

**18/00883/FUL**

**Proposal:** Installation of flue for wood burning stove.

**Location:** 4 Tricklebanks Catterall Lane Catterall

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

**18/00913/FUL**

**Proposal:** Creation of a vehicular access with dropped kerb and parking to frontage (re-submission 18/00361/FUL)

**Location:** 106 Garstang Road Catterall

*Resolved: The Parish Council objects to this planning application on road safety concerns and seeks neighbourhood notification.*

**18/00940/FUL**

**Proposal:** Replacement detached garage

**Location:** Mayville 11 Cock Robin Lane Catterall

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

**2963. REPORTS FOR INFORMATION****Report on Queen Elizabeth II Field**

Work has finished on site for the Older Children's Play Area, the fencing and container are to be removed, the equipment has been inspected and validated and ground reinstatement will take place shortly. Work on the Wheeled Play Area will start next month.

An open day is to be held on 3rd November to introduce residents to the variety of equipment now available.

### Wyre Area Lancashire Association of Local Councils

Next meeting is on 31st October and John Blundell, Wyre Council's Community Resilience Officer will attend.

### Garstang Academy Footway

Meeting to be held on 30th November when Lancashire County Councillors Steven Young and Keith Iddon will be present.

## 2964. FINANCE

### Audit 2017 – 2018

The external auditor's PKF Littlejohn LLP has completed the audit and has found no matters raised as part of their review. The Notice of Conclusion of Audit has been posted on the noticeboard and the website along with the External Auditor's report.

### Finance Committee Report.

*Resolved: The final quarter 2017 – 2018 and First Quarter 2018 – 2019 were accepted.*

### Out of date cheque

At the March, 2018 meeting a donation was resolved to Bowland Mountain Rescue, £100, unfortunately this has not been cashed and is now out of date.

*Resolved: To re-issue the donation of £100 to the Bowland Mountain Rescue.*

The following payments have been received;

1. Easy Web Refund	£ 24.00
2. VAT Refund	£17,063.73
3. Sports England Grant claim	£20,000.00
4. Pilling Parish Council	£193.27 Phone and Stationery
5. Kirkland Parish Council	£781.98 Grounds main. and compost
6. Lancashire County Council ProW scheme	£250.00
7. Rural Payments Agency	£50,664.19

*Resolved: Councillors resolved to pay the following invoices received:*

Cheque	Payee	Amount	Reason
2274	Playdale Playgrounds	£15,664.67	Play Equipment
2275	Clerk's Salary and expenses	£ 62.06	Salary £30.58 + Expenses £31.48
2276	Parish Lengthsman Wages and expenses	£ 442.44	Wages £317.34 + Expenses £152.10
2277	Olivebranch Landscapes	£ 312.00	Grounds Maintenance
2278	C and C Supplies	£ 9.47	Paint and hook
2279	Haldane Fisher	£ 21.60	Post mix
2280	Wyre Council	£ 54.00	Catterall in Bloom tickets (2)
2281	Parish Magazine Printing	£ 169.00	Catterall Crier
2282	PKF Littlejohn LLP	£ 480.00	External Auditor
2283	Playdale Playgrounds	£31,329.34	Final Payment
2284	Bowland Mountain Rescue Team	£ 100.00	Replacement for out of date cheque
		£48,644.58	

**Direct Debits/Standing Orders**

BT	£ 43.14
Staff costs (370 + 370 + 800)	£1,910.00
Pensions (366.31 + 19.23 + 19.23)	£404.77
Easy-web-sites	£ 27.60

**Bank Reconciliation and Financial Statement**

*Resolved: Bank Reconciliation and first Financial Statement to 15<sup>th</sup> September, 2018 was accepted by Councillors. Reasons for payments were given on the statement.*

**Thanks**

*St. Helen's Parochial Church Council thanks the Parish Council for their donation.*

**2965. QUESTIONS FOR COUNCILLORS****Royal Mail – Scam letters**

The Royal Mail is concerned at the number of scam letters using the postal service and posters have been displayed to warn the public.

**Miller Homes**

Service charge information obtained and sent to Wyre Councillor Turner to investigate.

**Affordable Housing in Catterall**

Lune Valley Rural Housing Association invites a Councillor to join the board, but the Association is not planning to build in Catterall.

**Christmas Tree Licence**

Wyre Council remind the Parish Council that Christmas decorations in the highway require a licence from Lancashire County Council.

**Play Equipment Inspections**

These are carried out weekly for wear and tear and damage by the Parish Lengthsman and recorded as part of the insurance specifications. An annual inspection is carried out by Wyre Council's inspector and the report sent to the Parish Council for action.

**Community Engagement**

It was suggested that the Crier includes reports of work done following residents enquiries and the Parish Lengthsman uses an A board stating 'Your Council working for you'.

**Canal Towpath**

There appears to have been no progress with the resurfacing of the canal towpath for at least 12 months. Officers have changed in Wyre Council and there is no lead officer dedicated to this project.

*There being no further business the Chairman closed the meeting at 8.05pm.*

Date .....

Chairman .....