

CATTERALL PARISH COUNCIL

**MINUTES OF THE
ANNUAL PARISH COUNCIL MEETING**

HELD ON TUESDAY 6th MAY, 2014, At 7.30pm

**AT CATTERALL VILLAGE HALL,
GARSTANG ROAD, CATTERALL**



Present: Councillors; Cllr. I. Brayshaw, Chairman,
Mrs. P. Bugeja,
Miss J. Finch
D. Harvey
Mrs P. Hofstetter,
Gillian Benson, Clerk to the Parish Council,
County Cllr. S. Perkins,
Wyre Cllr. D. Swift,

2328. ELECTION OF CHAIRMAN

Resolved: Cllr. Ian Brayshaw was elected as Chairman of Catterall Parish Council for one year

Under the Local Government Act 1972 (83(4)) the Chairman signed the Declaration of Office.

2329. ELECTION OF VICE CHAIRMAN

Resolved; Cllr. S. Blanthorn-Hazell was elected as Vice-Chairman of Catterall Parish Council for one year.

2330. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. S. Blanthorn-Hazell, Cllr. D. Sharples and Cllr. Mrs. E. Thomas.

2331. DECLARATION OF INTERESTS

Councillors were asked to state their pecuniary and non pecuniary interests in matters to be discussed at this meeting.

2332. MINUTES OF THE LAST MEETING

Resolved: The minutes of the Council meetings held on 1st April, 2014, having been circulated to members were agreed and signed by the Chairman as a true record.

2333. PUBLIC PARTICIPATION

Standing Orders were suspended to allow residents to speak.

Police Report

A quantity of hand tools was stolen from a workshop on Catterall Lane, after the door was forced open. A garage on Hamers Wood Drive was broken into and a motocross wheel and bike were stolen. A child's scooter was stolen whilst left unattended on a driveway on Cock Robin Lane, Catterall. An anti-social behaviour was reported on Parklands with a noisy party.

More worryingly are two incidents of arson one on Duckworth Drive when a fire was lit on a door mat and one on Catterall Gates Lane when paper was set fire to and pushed through the letter box. The residents have serious learning difficulties and, but for the vigilance of the staff the incident could have caused loss of life. The Police are looking for anyone with information to come forward.

Wyre Councillor D. Swift

The Councillor reported on Wyre's achievement in Awards in People, attaining the gold standard, had the first pop up shop outside London and the 'I' Bus is touring the area looking for volunteers. Wyre has a 98.2% rate for Council Tax collection, one of the highest in the country.

County Councillor Mrs. S. Perkins

The Councillor reported on the definite re-opening of the Claughton Household Tip, albeit on limited hours: it would not be until after Christmas, but the license is being applied for. This is despite objections from Wyre Council who considered it would have an adverse effect on their Bulky Matters business. Lancashire County Council is constantly looking at saving and is debating the cost of stencilling the LOGO on the side of the refuse skips. The tip will accept garden waste, white goods and any household items that can be recycled. Wood/doors/bricks etc will be classed as builders waste and these will be charged for. There are discrepancies between Lancashire County Council's recycling sites and these are to be brought into line so that everyone accepts or refuses the same.

A number of cyclists have approached the Councillor regarding cycle routes and Lancashire County Council is to look at Wyre next year to carry out a public consultation on roads suitable for cyclists.

Cllr. Baron has visited the Chief Constable of Lancashire concerning the local festivals, but the Police are not budging, roads used must have traffic management.

The meeting was resumed.

2334. GENERAL POWER OF COMPETENCE

Resolved: Councillors reaffirmed that Catterall Parish Council is eligible to use the General Power of Competence.

2335. DATES OF FUTURE MEETINGS

Resolved: Councillors agreed that Catterall Parish Council will meet on the following dates in Catterall Village Hall, Garstang Road, Catterall, at 7.30pm, unless an agreed change is made:

3 rd June, 2014,	1 st July, 2014	5 th August, 2014,
2 nd September, 2014,	7 th October, 2014,	4 th November, 2014,
2 nd December, 2014.		

Christmas Tree Switch-on Sunday 30th November, 2014.

6 th January, 2015,	3 rd February, 2015,	3 rd March, 2015,
7 th April, 2015,	5 th May, 2015.	

The PACT meeting will take place prior to these meetings.

2336. APPOINTMENT OF MEMBERS TO COMMITTEES AND PARISH COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

Finance Committee

Responsible for the accounts, employee's payments, budgets and recommending the precept.

Councillors J. Akin, S. Blanthorn-Hazell, Miss J. Finch, J. Houghton and D. Sharples

Responsible Financial Officer

The Clerk is the Responsible Financial Officer

Bank Signatories

Councillors S. Blanthorn-Hazell, I. Brayshaw, J. Houghton and D. Sharples. The Clerk is able to access the accounts at the bank, but will NOT sign the cheques.

Internal Auditor

Cloughton-On-Brock Parish Council will be auditing the accounts for 2013 - 2014

Planning Committee

Meetings called as necessary.

Councillors S. Blanthorn-Hazell, J. Houghton, D. Sharples and Mrs. E. Thomas.

Planning Ambassador - Cllr. I. Brayshaw

Environment Committee

Responsible for the Parish Lengthsman, highways and street scene in the Village and the Green Spaces Committee responsible for Catterall Playing Field, Open Spaces and Play Areas in the Village.

Councillors S. Blanthorn-Hazell, I. Brayshaw, Miss J. Finch, D. Harvey, and J. Houghton Parish Lengthsman up Line Managers will be Cllr. I. Brayshaw and Cllr. D. Harvey.

Editor and Sub-Editor to the Parish Newsletter

Editor – Cllr. Miss J. Finch.

Tree Wardens

Councillors Mrs. P. Bujega and J. Houghton

Catterall Village Hall – 2

Councillor Mrs. P. Bujega and Cllr. Mrs E. Thomas

Catterall Gala – 1

Councillor Mrs. P. Hofstetter.

Kirkland and Catterall Memorial Hall – 2

Councillors D. Harvey and Mrs. E. Thomas

Wyre Area Lancashire Association of Local Councils – 3

Councillors J. Akin, Miss J. Finch and J. Houghton.

Wyre Area Road Safety Committee – 2

Councillors I. Brayshaw and one vacancy

Resolved: That the above members are elected to serve as Parish Council representatives on these committees.

2337. WWI MEMORIAL GATE

A revised quote has been obtained from one of the businesses and now be compared directly against the others received. Councillors selected a contractor for the gate.

Resolved: That Austin Walmsley is asked to produce the WWI Memorial Gate.

Cllr. D. Harvey introduced the idea for a commemorative plaque made up of hand made tiles, set into the tarmac in front of the gate. Councillors were pleased with the suggestion and he will pursue further. In the meantime, as the tiles could take some time, a poly-carbon plaque will be sought for the gate post.

2338. CATTERALL GALA

Resolved: That three members of Catterall Parish Council will be attending Catterall Gala on Saturday 1st June, 2013

2339. CATTERALL CRIER

Next edition needs articles for publication, Councillors are asked to submit by e-mail. If we can get it published in time it will be delivered by the Gala Committee, to whom the Parish Council will make a donation.

Resolved: To publish in time for Catterall Gala.

2340. LANCASHIRE ASSOCIATION OF LOCAL COUNCILS

Training Courses:

Employment on 12th June and Councillors Training on 5th and 19th July. Councillors wishing to attend please tell the clerk.

Resolved: Cllr. Hofstetter to attend.

2341. VILLAGE PLAN, 2014

Following a committee meeting it was resolved to reformat the Village Plan. A format was included and started with suggestions, but needs populating with issues which are important to the Parish Councillors and residents.

Resolved: Councillors were to send their suggestions to the clerk.

2342. PLANNING APPLICATIONS

The following planning application was refused:

14/00122/OUT

Proposal: Outline application for two dwellings

Location: Land Adj 36 Old Lancaster Road Catterall

Planning Applications

Councillors made comment on the following planning application:

14/00318/FULMAJ

Proposal: Erection of a building for use within Use Class B2

Location: Collinson Plc. Tanyard Road, Catterall Gates Lane, Catterall.

Resolved: There was great concern that this application was over using the development and that it was referred to the Planning Committee to comment.

2343. REPORTS FOR INFORMATION ONLY**Catterall Village Hall**

Cllr. Mrs. P. Bujega reported the committee were getting quotes for replacing the windows and kitchen and have filled in the worst potholes on the car park.

Catterall Gala

Cllr. Mrs. P. Hofstetter reported that the committee, having carried out a street collection, have collected £1,400, which is £100 more than last year.

Wyre Area Lancashire Association of Local Councils

Resolved: The report was accepted.

Finance Committee Report

Resolved: The report was accepted.

2344. FINANCE

The following payments have been received;

1. Pilling Parish Council	£ 21.48	Telephone/internet costs
2. Lancashire County Council	£580.00*	
3. Bank Interest 2013 – 2014	£ 47.59	

*£200 for the Parish Lengthsman Scheme

*£380 for the resurfacing of Stones Lane Public Right of Way, of which £80 is payment for Pilling's Parish Lengthsman.

Councillors resolved to pay the following invoices:

1. Clerk's Salary and expenses	£183.17	
2. Parish Lengthsman Wages and expenses	£224.45	
3. Pilling Parish Council	£ 80.00	See above
4. Houghton's Filling Station	£102.99	
5. Pilling Parish Council (Work on the Sluice)	£137.81	
6. C and C Supplies	£101.28	
7. C and C Supplies	£ 6.24	
8. Olive Branch Landscapes	£312.00	
9. Olive Branch Landscapes	£312.00	
10. Zurich Municipal Insurance	£872.56	

Direct Debits

BT	£ 32.07
PlusNet	£ 18.00
Staff costs	£1,160.00
Pension	£279.49

End of Year Bank Reconciliation and Financial Statement**Bank Reconciliation**

Resolved: The End of Year summary, financial statement to 31st March and the bank reconciliation to 15th April, 2014 was accepted by members.

Audit 2013 – 2014

End of Year Summary was agreed by the Parish Council

Includes total fixed assets for Catterall Parish Council

Section 1 - Accounting Statements for 2012 - 2013

Section 2 – Annual Governance statement 2012 – 2013

Resolved: Councillors accepted the above audit documents and they were signed by the Chairman and Responsible Financial Officer.

Clerk's Increments

The Parish clerk will receive an increment according to the contracts of employment from April, 2014.

Resolved: Councillors acknowledged this increment

There being no further business the Chairman closed the meeting at 8.30pm.

Date

Chairman