



CATTERALL ANNUAL PARISH MEETING

Minutes of the Annual Parish Meeting held on Tuesday 7th April 2026 at 7:00pm at Catterall Village Hall

In Attendance: Cllr I Brayshaw (Chair), 11 Members of the Public (6 of which are Parish Councillors, 1 Lancashire County Councillor and 1 Wyre Councillor) and E Millington (Clerk and RFO)

1. Apologies for absence

Apologies for absence were received from Wyre Councillor D Bolton and 2 Parish Councillors and the reasons accepted.

2. Declarations of interest and dispensations

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

3. Minutes of the last meeting

Resolved: that the minutes of the meeting held on 1st April 2025 be agreed as a correct record.

4. Annual Report of the Chairman

Good evening, and welcome to the 2026 Annual Parish Meeting.

I would like to begin by expressing my sincere thanks to each and every one of you for your continued hard work, dedication, and commitment over the past twelve months. Your efforts are invaluable and play a vital role in maintaining the strength and character of our community.

In particular, I would like to recognise Emma for her ongoing diligence and professionalism. Her commitment is greatly appreciated, and I would like to formally congratulate her on successfully achieving her clerking qualifications. We wish her every success in her continued professional development.

My thanks also go to our Vice Chair, Jan, for her continued dedication, particularly in securing funding and supporting new initiatives within the village. These contributions are essential in helping our community to grow and thrive.

I would also like to record our appreciation to Paul for his continued hard work and commitment to maintaining the village throughout the year.

In addition, I would like to thank the Village Hall Committee for their ongoing efforts in promoting the village hall as a valuable community asset. The recent improvements to the car park, particularly the installation of additional lighting, have been a significant enhancement.

The Bloomers group continues to make a remarkable contribution to the appearance of our village, and it is pleasing to see their efforts recognised through various awards.

As we move into the spring and summer months, I am sure they will once again be out in full force, and their dedication does not go unnoticed.

Last year's Children's Festival was an exceptional event, and I would like to commend the organising committee for their efforts. I understand there are plans to build on this success, and I very much look forward to attending again this year.

With regard to planning matters, the proposed McDonald's development has not progressed as quickly as initially anticipated. We will continue to monitor this situation closely as it develops.

Drainage and flooding remain ongoing concerns within the village. However, we are actively engaging with the relevant stakeholders to ensure these issues continue to receive the attention they require.

Beyond the village, we continue to experience disruption along the A6 corridor due to temporary traffic lights associated with ongoing development. This is having a noticeable impact on daily travel. Additionally, the condition of our roads continues to deteriorate, reflecting a wider issue across the county and the country as a whole.

We also await further clarification regarding proposed boundary changes within the county and any potential implications these may have for parish governance.

In closing, I would like to once again thank you all for your continued support and dedication. I look forward to working with you in the coming year to support both the Parish and our wider community.

Thank you.

Cllr Ian Brayshaw,
Chair, Catterall Parish Council

Members accepted this report.

5. Report from the Responsible Finance Officer

Year Ending 31st March 2026

Catterall Parish Council brought forward £137,712.08 from 2025/2026

Precept £105,500.00

Receipts £20,965.05

Staff Costs £56,575.86

Payments £48,286.98

Giving a balance of £159,314.29 to carry forward to 2026/2027

Precept: The Parish Council took into consideration budget recommendations and increased the precept by 1.93% in 2025/26. Due to the growth of Catterall, Band D properties only faced an annual increase in council tax of £0.36 from £94.57 in 2024/25 to £94.93 in 2025/26.

Receipts: Working capital and reserves were held in bank accounts with good interest rates in 25/26. Interest from Unity Trust totalled £798.02, from Redwood Bank totalled £2,823.46 and the CCLA playground refresh account grew by £3,022.77.

The football pitch was used by three local teams in 25/26 and a contributions towards playing field upkeep totalled £1,000.

The playing field was also used by the circus who made a donation to playing field upkeep of £250.

A grant of £500 was received in 25/26 from Lancashire County Council – Champion of Parishes, towards the new noticeboard on Old Lancaster Road.

A grant of £257.90 was also received from Lancashire County Council to plant a Community Orchard at the end of Keepers Wood Way.

Staff Costs: Staff costs have increased this year due to a pay award back dated to April 2025.

Payments: The playing field was well maintained again in 25/26. Alongside regular grass cutting and tree maintenance, necessary repairs were made to playground equipment. New bins and a new bike rack were installed by the MUGA.

The parish council purchased and had installed new car park lighting at the playing field. The lighting columns have new CCTV cameras fitted. CCTV cameras were also installed on the side of the village hall alongside the river. These CCTV improvements are to help with crime prevention.

A replacement SPiD (Speed Indicator Device) was purchased in 25/26 following the failure of the parish council's original SPiD. Having two SPiDs allows for speed monitoring to be undertaken on both Garstang Road and a side road at the same time.

A donation was given to the police towards the purchase of an e-bike, the Royal British Legion, Garstang Festive Lights and to the Parochial Church Council of Garstang St Helens Churchtown towards the upkeep of the closed portion of the graveyard.

Some budgeted projects didn't take place in 25/26 such as the proposed local history and village entrance signs, the funds for these have been earmarked for 25/26.

Carry forward: The carry forward figure is made up of £78,126.77 in the CCLA fund, this is earmarked for a future playground refresh.

The contingency reserve is currently £40,000. The Practitioners' Guide 2025 issued by the Smaller Authorities Proper Practices Panel (SAPPP) lays out proper practice for governance and accounts of small authorities. "5.34. *The generally accepted recommendation with regard to the appropriate minimum level of a smaller authority's general reserve is that this should be maintained at between three and twelve months of net revenue expenditure.*"

Emma Millington
Responsible Finance Officer, Catterall Parish Council

Members accepted this report.

6. Annual Report from Lancashire County Council

As my first year draws to a close, I have now found my feet and acknowledge the challenge ahead. It has been a year of frustration understanding how the council operates and at what pace, there is without doubt room for improvement. Looking forward to the year ahead there is lots to be done. I will continue to work on the following active cases.

1. Barrier replacement Joe Lane
2. Attenuation pond issues Bowlands Lane
3. Double yellow lines Westfield Road
4. Hedge cutting along the A6.

along with pushing for the ever-increasing list of road repairs to be addressed and changes to the management and licencing of temporary traffic lights, something I think really needs to change and that I have been lobbying for within our Council group. I will also support and encourage the community groups such as the bloomers who play a vital role in keeping Catterall looking so tidy and attractive, a shining example of community spirit at its best.

I am looking forward to the gala day at the end of May, a fantastic community event and a chance to meet with many residents.

As we await a decision on LGR and how it will affect Lancashire, expected later this Summer, I will keep you informed about what is happening and what it will look like. I appreciate the input and feedback from the parish councillors in highlighting and dealing with local issues. You give up your time to serve on the council because you care about the community, your knowledge is valued and your help appreciated.

We are fortunate to live in such a fantastic part of Lancashire, and I am proud to represent you at County level.

County Councillor James Tomlinson, Wyre Rural East

Members accepted this report.

7. Annual Report from Wyre Councillor

None received.

8. Annual Report from Parish Councillors

a) Report of the Wyre Area Lancashire Association of Local Councils

The April meeting guest speakers were Wyre Council's Monitoring Officer, Joanne Billington, and Deputy Monitoring Office Jane Collier. They gave a useful presentation on the role of the Monitoring Officer, the Code of Conduct and the standards regime and answered questions from members. They also spoke about the recent government consultation on proposals to strengthen the standards regime which had been

considerably weakened by the Localism Act 2011 with a view to increasing the sanctions available to Standards Committees. She also gave a brief update on Local Government Reorganisation.

The guest speak at the July meeting was Fiona Riley, Planning Policy Manager at Wyre Council who gave an update on progress on the Local Plan. She explained that one of the strands of the Local Plan was to set out where new building will go over the next 15 years. When work on the Local Plan started Wyre was required to build 280 new homes every year but recent planning reform had increased that number to 599 homes each year. Members raised their ongoing concerns about the impact on local infrastructure. Wyre's Chief Executive, Rebecca Huddleston, gave an update on key projects including the retendering of the leisure contract and Local Government Reorganisation where new unitary authorities are expected to be in place for April 2028.

Sgt Elliot Jones gave an update on crime figures and some of the key policing operations conducted locally.

Kathy Winstanley and Mark Billington were September's guest speakers. They gave a detailed presentation on the new food waste collection arrangements that would start in April 2026. Given that this is a new service members had many questions about how the service would work and some of the final details were still being worked out and would be communicated nearer the time. One of the key issues had been the availability of suitable waste collection vehicles as councils all over the country were faced with introducing the same legislation at the same time.

Sgt Elliot Jones and Inspector Stuart Stevenson attended the meeting and provided a detailed update on policing operations and crime and anti social behaviour. They also informed members that they would me meeting with United Utilities, the Environment Agency and Garstang Town Council to discuss the installation of 2.4m high fencing around the weir area following the tragic death of a young person. The current arrangement is a warning sign but nothing to prevent anyone entering the water.

As Chair I had been contacted by Cllr Gordon Smith of the Fylde Area Committee asking if the Wyre Area Committee would consider the establishment of an Energy Working Group to mirror that in Fylde. This came about because Orsted's (offshore windfarm developer) East Irish Sea Transmission Project "Mooir Vannin" may connect to the National Grid via landfall in the Fleetwood Area. The meeting agreed to set up such a working group and volunteers from those parishes which might be affected would be contacted to propose a representative. The working group meeting will report back to the Wyre Area Committee.

The January 2026 meeting was the AGM and I was, once again, elected as Chair. LALC had, once again, agreed to provide a sum of £500 to each Area Committee with member town and parish councils only needing to contribute £10 per council to be collected through the annual membership fee and this was agreed.

Sgt Elliot Jones held a Q&A session after his short presentation on crime figures and policing operations. He answered a series of questions from members on issues relevant to both the whole area and to particular parishes.

Clare Jones, Director of Finance and Governance at Wyre Council gave an update on key projects including the draft budget and the letting of the leisure contract.

A representative of the Energy Working Group gave an update on the work of the group.

Cllr Jan Finch
Chair, Wyre Area Committee

Members accepted this report.

b) Report of the Catterall Village Hall

The range of regular activities in the past year has included belly dancing, Pilates, Catterall Brownies and Catterall Rainbows, Coffee Stop, children's dance, Little Voices (children's singing), two choirs, Christian Fellowship group, alcoholics anonymous, counselling, reiki, baby sensory group, keep fit and a Monday night pizza van in the car park. It has also continued to host private events such as children's parties and other celebrations.

The Committee continues to manage the hall in as cost-effective way as possible. We have changed our electricity contract and our insurance to ensure we get the best possible price and agreed to change our solar company to access better rates. We have also changed our window cleaner who provides an enhanced service for the same price. The online booking facility continues to save time for both committee members and hirers and its link to our accounting software means that invoices are generated automatically and reminders sent out regularly until payment is made. Given these and other improvements we were able to maintain our prices at the same level as the previous year to the benefit of hirers. The committee have increased the deposit required for some types of event in order to offset additional cleaning costs where the hall is not left in the same condition as it was before use.

We continue to invest in the facilities available for the benefit of users. We have installed lights at the front of the hall to improve visibility on the car park and at the rear to deter youths congregating and causing damage. We are grateful to Catterall Parish Council who agreed to pay for the installation of lights on the car park and to use the lighting columns to improve CCTV coverage in the area. This has saved the committee a considerable amount of money. We have also re-decorated a large part of the hall and had roof repairs carried out. The Committee has made a number of improvements to facilities this year including a hearing loop, projector and screen. An asset register has been produced.

The Committee take health and safety seriously and ensure that all necessary inspections and testing are carried out on a timely basis. There is a risk assessment for the hall and car park and this is reviewed on a regular basis. All inspection and testing certificates are published on the website and, on the advice of our electrician, we have installed new distribution boards to ensure electrical safety. We had a professional Legionella Risk Assessment carried out when the hall reopened after the covid pandemic closures and ensure that the required testing is carried out. One of our committee members has undertaken Legionella training and is our dedicated Legionella lead.

Cllr Julie Bostock

Catterall Parish Council representative to Catterall Village Hall Committee

Members accepted this report.

c) Report of the Catterall Gala Committee

Last year's Catterall Gala was held on Saturday May 31st 2025. It was very successful with a record number of attendees. The weather was fine and the Queen Elizabeth 11 playing field is an ideal site for this annual fun day. Credit must be given to our lengthsman and the Catterall Bloomers who maintain the grounds during the year thus providing a safe and enjoyable place for the gala to be held.

The Parish Council congratulates the committee on the success of the gala and acknowledges their hard work in providing a free family event for our village. As with all preparations for public gatherings thanks also go to everyone who supports this day whether they are taking part, volunteering, are residents or visitors.

Cllr Sue Bulman

Catterall Parish Council representative on Catterall Gala Committee

Members accepted this report.

9. Matters raised by Residents

None

10. Any Other Business

None

There being no other business the Chair closed the meeting at 7:15pm.