



CATTERALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 4th April 2023 at 7:15pm at Catterall Village Hall

Present: Cllrs I Brayshaw (Chair), J Bostock, S Bulman, J Finch, S Kirkman, J Mackenzie, P Perks and D Sharples

In Attendance: E Millington (Clerk and RFO), Lancashire County Cllr S Turner and 2 residents

3745 Apologies for absence

No apologies for absence.

3746 Declarations of interest and dispensations

As members of the Village Hall committee, Cllr J Finch, Cllr S Kirkman and Cllr J Mackenzie declared a significant non-pecuniary interest in respect to Item 8 on the agenda (Catterall Village Hall toilet refit- see Minute 3752). This involves a request for finance from the parish council and may give rise to a perception of a conflict of interest and/or may prejudice their judgement. These councillors will not take any part in the decision.

3747 Minutes of the last meeting

Councillors **resolved** that the minutes of the meeting held on 7th March 2023 be agreed as a correct record.

3748 Public Participation

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

Lancashire County Cllr S Turner stated that as it was the new financial year there are opportunities to seek funds from the Local Member Grant. This isn't available to the Parish Council but is for voluntary, community and faith sector (VCFS) groups.

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

3749 Catterall in Bloom

a) Banking arrangements

Catterall in Bloom have requested that the Parish Council continues to manage their banking. They state *'It has been a great support for Catterall in Bloom to have our finances looked after in a professional and secure manner and is a weight off our shoulders. We would be grateful if the Parish Council would consider continuing with this finance plan until we can find a new bank account and someone who will act as Bloom Treasurer.'*

There were 15 transactions processed for Catterall in Bloom in 2021/22 and 22

transactions in 2022/23.

With more structure put in place for audit purposes, Councillors **resolved** to continue managing funds for Catterall in Bloom. For reimbursement, Catterall in Bloom will be required to submit an expense claim form. This must be completed, signed and dated with receipts affixed to the back. Receipts should only contain purchases for reimbursement. Any invoices received, should be in the name of Catterall Parish Council.

b) Queen Elizabeth II memorial tree

Councillors approved in principle permission to plant a tree, between the willow arch and the path, in memory of Queen Elizabeth II, minute 3648 refers. Catterall in Bloom requested permission to plant a Sorbus aucuparia (Mountain Ash), between the path and the willow arch (the exact position was shown on a map). Councillors **resolved** to approve this request.

c) Coronation bees

To commemorate the coronation of King Charles III, Catterall in Bloom requested permission to install metal bees in the flower beds around the playing field and village. Collinson Ltd have agreed to make the bee sculptures, in groups of three on a concrete base. The bees will be rounded and have no sharp edges. Councillors **resolved** to approve this request.

3750 Trees at Stone Cross Gardens

The trees along the boundary at Stone Cross Gardens have grown very tall and consume a lot of water. Councillors **resolved** to have these trees removed.

3751 Parking on Cock Robin Lane

Four residents have contacted the Parish Council regarding the increase in parking on the south west end of Cock Robin Lane. There have been up to six cars parked between the A6 junction and the Daniel Fold Lane junction, with some of these vehicles parked partially blocking the footpath. With Cock Robin Lane being a bus route and as the junction on the A6 can be busy at peak times, the parked cars have caused difficulty for both pedestrians and motorists. Councillors **resolved** to contact Lancashire County Council Highways, with photographs of the issue and ask them to visit the site. Councillors also **resolved** to contact the police with regards to the blocking of the pavement and parking close to the junction.

3752 Catterall Village Hall toilet refit

Catterall Village Hall committee are seeking a grant from Lancashire Environmental Fund – Community Projects towards refitting the toilets in the Village Hall. To be successful in their application, a 3rd party contribution of £2,040.28 is required. As a non-pecuniary interest had been declared, Cllr J Finch, Cllr S Kirkman and Cllr J Mackenzie offered to vacate the room for the discussion and vote. Councillors **resolved** that they could remain in the room for the discussion.

Councillors **resolved**, by a show of hands, to provide the 3rd party contribution.

3753 Flag flying

Councillors **resolved** to accept the new flag flying calendar and to delegate to the Clerk permission to fly the appropriate flag on any other significant dates that arise.

3754 Payroll date for May

The May parish council meeting will be held on the 16th May 2023, two weeks later than the standard meeting, minute 3733 refers. Payroll is authorised for payment at the council meeting, and then paid the following day. Councillors **resolved** to pay the payroll on Wednesday 3rd May, in line with normal payroll dates.

3755 Planning

Application # 23/00238/FUL

Proposal: Proposed single storey extension to the east elevation and replacement of existing window with bay window to the west elevation

Location: 4 Blackthorn Avenue, Catterall, Preston, Lancashire, PR3 0NP

Councillors **resolved** to offer no objections to this application.

Application # 23/00282/FUL

Proposal: Creation of a dropped kerb (resubmission of 22/01083/FUL)

Location: 26 Cock Robin Lane, Catterall, Preston, Lancashire, PR3 1YL

Councillors **resolved** to object to this application on the grounds of road safety. The proposed dropped kerb is opposite existing driveways and close to the Stone Cross Garden/Cock Robin Lane junction. This will have a detrimental impact on highway safety in the immediate vicinity.

Catterall Parish Council notes that this application is a resubmission of 22/01083/FUL to which Lancashire County Council Highways had previously objected.

The previous objection stated that 'single vehicle width private drives to have a minimum width of 3.2m where they are used for vehicular access and pedestrian access to the property. From Approved Document M (Access to and use of buildings)'. This resubmitted application is for a dropped kerb of only 3m. However, it is noted that this application is not for a driveway/access point but for a dropped kerb.

3756 Finance**Receipts (for noting)**

Payee	Amount	Details
Unity Trust Bank	£221.26	Interest on savings account

Payments (for approval)

Payee	Amount	Details
Npower	£42.09	Electricity for Christmas tree lights 2021
Npower	£36.31	Electricity for Christmas tree lights 2022
Armstrongs	£1,841.70	Honda HRX 476 XB mower and batteries Invoice amount less the £200 deposit paid in March 2023
C & C Supplies	£47.34	Combination lock and WD40
C & C Supplies	£69.00	Wheelbarrow
Houghtons Filling Station	£40.96	Fuel – February 23

Mrs A Parker	£239.58	Catterall in Bloom
Mrs A Parker	£16.00	Buddy bench planting
HMRC	£1,132.83	Fourth quarter
Harrison Drury	£15,270.00	Legal costs

Payments by Bank Transfer (for approval) and by Direct Debit and Standing Orders (for noting)

1. Staff Costs for March	£2,387.28
2. P Hartley (expenses)	£9.45
3. E Millington (expenses)	£25.65
4. LCC Pension	£959.13
5. Towers Gornall	£64.80
6. Plusnet	£35.27
7. Easy websites	£27.60
8. Bank charges	£26.70

Investments

CCLA investment £25,407.42 at 28th February 2023 (£76.83 reinvested)

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

Statement of Accounts

Councillors **resolved** to accept the statement of account and bank reconciliations for February for CCLA and March for Unity current and Unity saver.

Transfer of Funds

Councillors **resolved** to transfer £20,000 from Unity saver to Unity current to cover payments.

Budget Monitoring

Councillors **resolved** to accept the budget update for 2022/23 dated 29/03/2023 .

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

3757 Reports from subject leads and outside body representatives

QEII Playing Field

None

LALC Wyre Area Committee

Cllr Sharples reminded councillors that the next meeting of Lancashire Association of Local Councils will be on the 25th April 2023.

Catterall Village Hall

Cllr Mackenzie noted that the village hall remains busy.

Catterall Gala

Cllr Bulman reported that the Gala Committee have held a second meeting and have started to think about layout for the event. It is thought that it will be similar to last year.

3758 Clerk's report

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

3759 Action Tracker

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

3760 SPID Report

Councillors **noted** the information contained in the SPID report from Cock Robin Lane SW bound and asked for this information to be shared with Sergeant Laraine Lister.

3761 Questions to councillors

Cllr Mackenzie asked if the Parish Council should apply for a portrait of His Majesty The King following on from the announcement that funding has been put in place for public organisations. This will be placed on the May agenda for decision.

There being no other business the Chair closed the meeting at 7:57pm.