



## **CATTERALL PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on 7<sup>th</sup> April 2026 at 7:15pm at Catterall Village Hall**

**Present:** Cllrs I Brayshaw (Chair), J Bostock, S Bulman, J Finch, S Kirkman, J Mackenzie and K O'Hanlon.

**In Attendance:** E Millington (Clerk and RFO), LCC Cllr J Tomlinson, Wyre Cllr D Swift and 1 member of the public (chair of Catterall Gala Committee).

#### **4372 Apologies for absence**

Apologies for absence were received from Cllrs L Ormerod and P Perks and the reason accepted.

#### **4373 Declarations of interest and dispensations**

A non-pecuniary interest in minute 4378 was declared by Cllrs J Bostock, J Finch, S Kirkman and K O'Hanlon as members of Catterall Village Hall Committee.

#### **4374 Minutes of the last meeting**

Councillors **resolved** that the minutes of the meeting held on 3<sup>rd</sup> March 2026 be agreed as a correct record.

#### **4375 Public Participation**

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

Wyre Cllr D Bolton gave apologies for absence.

LCC Cllr J Tomlinson reported that the work the attenuation pond had been delayed until the 24<sup>th</sup> April but would be undertaken by the management company.

The barrier on Garstang Road, at the Joe Lane junction, is due to be replaced by LCC week commencing 13<sup>th</sup> April.

The chair of Catterall Gala Committee gave an update on the plans for this year's Catterall Gala.

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

#### **4376 Hire of Queen Elizabeth II Playing Field - Catterall Gala 2026**

Councillors are asked to approve Catterall Gala's use of Queen Elizabeth II Playing Field on Friday 29<sup>th</sup> May (for set up), Saturday 30<sup>th</sup> May (Gala day) and Sunday 31<sup>st</sup> May (to complete clear up).

A booking form and insurance details have been received by the Clerk.

Catterall Gala hope to change the layout on Queen Elizabeth II Playing Field this year by replacing the DCL trailer with a stage at the side of the hall. On Gala day the MUGA

will be closed whilst the speeches take place to keep the area quieter.

Councillors **resolved** to approve the request.

#### **4377 Invitation to Catterall Gala 2026**

Catterall Gala have invited the chairperson and guest and all parish councillors to walk to in their procession on Saturday 30th May commencing at 1:30pm. After a short ceremony afternoon tea will be served in the village hall.

Councillors **resolved** that Cllr I Brayshaw will represent Catterall Parish Council.

#### **4378 Football pitch hire – Garstang FC**

Following the football pitch hire request from Garstang FC, minute 3441 refers, answers have been obtained to the Parish Council's questions and concerns.

Garstang FC's season typically runs from September through to March/April, with matches played on alternate weekends. On average, this works out at around 8–10 home fixtures per season. Games are 35 minutes each way, with approximately a 30-minute warm-up period beforehand.

Garstang FC said that they would have staggered kick off times to reduce the risk of car park congestion between the morning and afternoon football teams. They also noted that six of their players live within walking distance of the playing field. This does not resolve the potential car park conflict between Village Hall users and the football teams but could reduce the number of football team cars on the car park at any one time.

Garstang FC also reiterated their offer to play a part in supporting pitch improvements including spiking, rolling, and brushing using Garstang FC's new quad play machine. They are currently in the process of obtaining funding for new goalposts and would be looking to install removable aluminium posts that can be lifted in and out as required. They feel this could be beneficial during gala days, circus visits, and other summer events.

Myerscough Junior FC were contacted regarding the potential Sunday afternoon pitch hire; they expressed some concern about damage to the pitch if the two teams do not agree on whether the pitch is fit for play on a given weekend. Myerscough Juniors FC say that they work hard to ensure that the pitch is playable for the season.

Concerns were raised again by parish councillors that it would not be fair to Village Hall hirers if the car park was full due to football hire on a Sunday afternoon. At the moment Village Hall party hires are encouraged on a Sunday afternoon as that is when the car park isn't in use by football teams.

Councillors **resolved** to offer Garstang FC juniors a trial season (26/27) on a Sunday afternoon at a cost of £150, with an immediate end should there be issues with the pitch or car park. Garstang FC will be asked to encourage car sharing.

#### **4379 Catterall in Bloom RHS banner**

Catterall in Bloom have been provided with a banner by the RHS as they are finalist in the national Bloom competition in 2026. Permission is requested to display the banner

on the fence at the park, for a couple of months leading up to the judging.  
Councillors **resolved** to approve this request.

#### **4380 Gift of land by E Collinson & Co Ltd**

E Collinson & Co would like to gift the most eastern area of their land, outlined in red on attached document 'Catterall Parish Council land gift'. This is the area of land sandwiched between Queen Elizabeth II Playing Field and the parish council owned dog field at the end of Keepers Wood Way. Collinson hope that this land will provide a tangible benefit to the community as an extension to the community green space. As a term of the agreement, it is requested that Catterall Parish Council cover the legal costs arising from the transfer of the gifted land.

Councillors **resolved** to accept the gifted land and cover legal fees of both parties.

#### **4381 Appointment of solicitors for gift of land**

Harrison Drury have been contacted regarding the gift of land by E Collinson & Co. The Parish Council are asked to confirm the level of due diligence to be carried out as set out below. See attached 'Investigating Property' guide for your review.

The questions asked are as follows;

- Do you require commercial property searches carrying out? These include local authority search, drainage search, environmental search, highways search which can reveal important information about the property and any adverse issues such as planning charges, whether the adjoining road is adopted or whether the property is classed as contaminated.
- Do you require us to undertake a full title review of the Property setting out any rights, restrictions and covenants the Property is subject to? Alternatively, we can carry out a limited title check to check that the Seller is the registered owner of the Property and to check if there are any restrictions on the title register which require dealing with in order to register the transfer at the Land Registry.
- Do you require us to raise commercial property standard enquiries and any further relevant enquiries of the seller?

A quote for the land transfer is attached, see document 'Scope of Work - Catterall Parish Council'. This includes two different levels of due diligence.

Councillors **resolved** to appoint Harrison Drury as solicitors for the land gift and delegate the clerk to set the level of due diligence required following conversation with Harrison Drury.

#### **4382 Lengthsman parish fuel allowance**

The Lengthsman receives a monthly fuel allowance of £73.00 for travel within the parish. This fuel is obtained from Houghtons Filing Station. Given the current volatility of fuel prices, the Lengthsman requests that his fuel allowance is given in litres rather than monetary value. The clerk has conducted an analysis of fuel obtained between February 2024 and February 2026, attached 'Van Fuel 0224 to 0226'. The average monthly fuel received was 50.75 litres.

Councillors **resolved** to approve a change to the fuel allowance, providing between 50 litres and 51 litres per month rather than £73.00.

**4383 Finance****Receipts (for noting)**

Payee	Amount	Details
Lancashire County Council	£243.00	Public Realm Work 2025/26
HMRC VTR	£2,766.32	VAT 126 claim (01/11/26 – 31/01/26)
Wyre Council	£106,000.00	Precept 2026/27

**Payments (for approval)**

Payee	Amount	Details
HMRC	£2,880.89	Quarter 4
Amazon	£222.11	Wet and Forget 5L x 6 Seeds
Armstrongs Garden Machinery	£29.23	STIHL HP Super Oil
Haldane Fisher	£14.98	Cable ties
Haldane Fisher	£56.28	Timber, brace, paint, paintbrush
C&C Supplies	£43.18	Wood finish
Houghtons Filing Station	£99.38	Fuel – March 26
M Newton	£40.00	Catterall in Bloom – Timpson plaque

**Routine Payments** by bank transfer, direct debit and standing order (for noting)

- |                                       |           |
|---------------------------------------|-----------|
| 1. Staff Costs for March              | £2,718.34 |
| 2. LCC Pension                        | £1,151.49 |
| 3. Easy Websites                      | £36.96    |
| 4. Bank charges (01/03/26 – 31/03/26) | £9.40     |

**Charge card expenses 26/03/26** (for noting)

Payee	Amount	Details
Lloyds	£6.00	Charge card fee
Giffgaff	£6.00	Phone – March 2026
WCF Ltd Progreen	£31.43	MMC Pro Hard Surface Cleaner 5L
Grisport UK	£155.00	PPE Safety Boots
Garden & Forest UK (Lawn Mower Parts Online)	£69.98	Mower blades

**Investments**

CCLA investment £77,651.47 at 28th February 2026 (£250.43 reinvested).

Councillors are asked to note the CCLA investment £78,126.77 at 31st March 2026 (£224.87 reinvested)

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

**Statement of Accounts**

Councillors **resolved** to accept the February statement and reconciliation for CCLA and the March statement and reconciliation for Unity current, Unity saver, CCLA and Redwood.

### **Transfer of Funds**

Councillors **resolved** to approve a transfer of £85,000 from Unity current to Unity saver.

The 2026/27 budget contained £15,000 to be earmarked for a future playground refresh. Councillors are asked to approve the transfer of £15,000 from Unity current to CCLA.

### **Budget Monitoring**

Councillors **resolved** to accept the budget update for 2025/26 dated 24/03/2026 and giving an indication of year end figures.

## **THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

### **4384 Reports from subject leads and outside body representatives**

#### **QEII Playing Field**

None.

#### **LALC Wyre Area Committee**

The next meeting is 29<sup>th</sup> April 2026.

#### **Catterall Village Hall**

No update.

#### **Catterall Gala**

No further updates, see minute 4375, 4376 and 4377

#### **4385 Clerk's report**

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

#### **4386 Action Tracker**

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

#### **4387 SPID Report**

Councillors **noted** the information contained in March 2026 SPID report from LC30 Garstang Road (northbound) and LC5 Catterall Gates Lane (westbound).

This data has been uploaded to the Parish Council website.

#### **4388 Questions to councillors**

None.

There being no other business the Chair closed the meeting at 8:00pm.