



## CATTERALL PARISH COUNCIL

### Minutes of the Parish Council meeting held on 2<sup>nd</sup> December 2025 at 7:00pm at Catterall Village Hall

**Present:** Cllrs I Brayshaw (Chair), J Botock, S Bulman, J Finch, S Kirkman, and L Ormerod.

**In Attendance:** E Millington (Clerk and RFO), LCC Cllr J Tomlinson, Wyre Cllr D Bolton and Wyre Cllr D Swift.

#### **4302 Apologies for absence**

Apologies for absence were received from Cllrs J Mackenzie, K O'Hanlon and P Perks and the reason accepted.

#### **4303 Declarations of interest and dispensations**

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

#### **4304 Minutes of the last meeting**

Councillors **resolved** that the minutes of the meeting held on 4<sup>th</sup> November 2025 be agreed as a correct record.

#### **4305 Public Participation**

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

An update on local government reorganisation was provided by LCC Cllr J Tomlinson and Wyre Cllr D Bolton. LCC has submitted a proposal for a two unitary council design for Lancashire and Wyre Council have submitted a three unitary design for Lancashire. The government is expected to lead a public consultation on the proposals early next year with a preferred option selected in summer 2026.

If approved, elections for shadow authorities could take place in May 2027, with the new councils taking over all services from 1 April 2028.

Wyre Council appointed Parkwood Leisure as the new operator for Wyre's leisure centres in Fleetwood, Garstang, Poulton and Thornton. Parkwood Leisure will take over operations from 1<sup>st</sup> April 2026.

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

#### **4306 General Power of Competence**

The General Power of Competence (GPC) was introduced by the Localism Act 2011 and gives eligible councils the power to do anything an individual can do provided it is not prohibited by other legislation. It is intended to be a power of first resort.

The council has to ask itself if an individual is allowed to do it, if the answer is yes then a council is normally permitted to act in the same way.

A council could:

- lend or invest money
- Establish a company or co-operative society to trade and engage in commercial activity
- Establish a company to provide services
- Providing grants to individuals
- the power is not restricted to use within the parish it can be used anywhere.

In order to be eligible to adopt the General Power of Competence the Council must resolve that it meets the criteria for eligibility in relation to the electoral mandate and training of the clerk:

- At least two thirds of the total seats on the Council must be held by elected Councillors (this means they should have stood for election, whether at an ordinary or by election, even if unopposed, rather than been co-opted or appointed).
- The Council's Proper Officer must hold the Certificate in Local Council Administration (CiLCA) or an equivalent qualification and must have completed training in the exercise of this Power.

Following the clerk's successful completion of CiLCA, councillors **resolved** that Catterall Parish Council meets the conditions required to use the General Power of Competence.

#### **4307 Policy review – Standing Orders 2025**

Catterall Parish Council's Financial Regulations were updated in April 2025, minute 4177 refers, following the introduction of The Procurement Act 2023 and The Procurement Regulations 2024. However, this change was not reflected in Catterall Parish Council's Standing Orders. Changes have been made to Standing Order 14 and 18 on CPC Standing Orders 2025 v1.9.

Councillors **resolved** to accept the changes.

#### **4308 Training request – Transfer of Assets – E Millington**

Ahead of the local government reorganisation, SLCC are hosting a webinar on transferring assets and devolving services to parish councils, focusing on essential steps, key considerations, and best practices for successful transitions. The training course would be useful, if there is an opportunity for Catterall Parish Council to acquire assets.

The webinar takes place on Monday 23rd February 2026 at a cost of £57.75 (net). Councillors **resolved** to approve this training request.

#### **4309 2026/27 Budget**

The second draft of the budget for 2026/27 was considered with the inclusion of the project below.

##### **a) Improvements to QEII access at bridge- £3,000.00**

The access to Queen Elizabeth II Playing Field, Catterall from the bridge involves a flight of steps and a handrail. The handrail is no longer fit for purpose and requires replacement.

Councillors **resolved** to include the project above in the 2026/27 budget.

Councillors resolved to earmark the follow reserves in the 2026/27 budget;

**a) Play area refresh (CCLA) - £76,627.40**

The Parish Council historically adds an additional £15,000 to this each year.

Councillors **resolved** to add a further £15,000 to this reserve in 25/26.

**b) Lighting on the playing fields - £10,000.00**

**c) Nativity scene/crib - £1,000.00**

**d) Youth shelter demolition - £4,500.00**

**e) Memorial project - £10,000.000**

**f) Catterall signs - £4,000.00**

**g) Information Boards - £5,000.00**

Any additional projects should be submitted by the 14<sup>th</sup> December 2025 for inclusion.

#### 4310 Planning

Planning Applications for consideration and comment:

**Application # 25/00953/FUL**

**Proposal:** Change of use of agricultural land to domestic curtilage, (retrospective).

**Location:** Rylstone Barn Catterall Lane Catterall Preston Lancashire

**Application # 25/00935/FUL**

**Proposal:** Proposed siting of 2 shipping containers to provide pilates/yoga studio

**Location:** Unit 1 Ripon Hall Farm Catterall Lane Catterall Preston

Councillors **resolved** to offer no objections to these applications.

#### 4311 Finance

**Receipts (for noting)**

Payee	Amount	Details
Lancashire County Council	£500.00	Champion for Parishes grant for Catterall in Bloom
HMRC VTR	£3,277.06	VAT 126 claim (01/04/25 – 31/10/25)

**Payments (for approval)**

Payee	Amount	Details
Nortech Security Systems	£9,549.02	Car park lighting
Society of Local Council Clerks	£69.30	Transfer of Assets training course – 23 <sup>rd</sup> February 2026 (E Millington)
Haldane Fisher	£21.65	Wood screws
Haldane Fisher	£22.30	Timber
Haldane Fisher	£78.35	Glue and timber
C&C Supplies	£18.32	WD40 and hand wash
C&C Supplies	£2.28	Paintbrushes
Traffic Technology	£2,905.20	SID Gen8 and additional battery
Catterall Village Hall	£550.00	Annual parish office hire
Darrel Edwards Event Support	£350.00	Support at Catterall Christmas Light Switch On
S Bulman	£35.32	Christmas Light Switch On event –

		mince pies, tablecloths, paper cups
Mrs M Newton	£33.38	Catterall in Bloom – Refreshments for planting event and coco liner

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

1. Staff Costs for November	£2,905.71
2. LCC Pension	£1,142.44
3. Easy websites	£36.96
4. Bank charges (01/11/25 – 30/11/25)	£8.40
5. P Hartley – mileage	£16.20

**Charge card expenses 27/11/25 (for noting)**

Payee	Amount	Details
Lloyds	£6.00	Charge card fee
Giffgaff	£8.00	Phone – October 25
Shark Cleaning Chemicals Ltd	£29.66	Stone cleaner for Cock Robin memorial
UK Amenity Ltd	£34.65	Hard surface cleaner
Bradshaws	£18.00	Compost for memorial
Amazon	£67.21	Mower wheels

**Investments**

CCLA investment £76,880.86 at 31st October 2025 (£253.46 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 October statement and reconciliations for CCLA and the November statement and reconciliations for Unity Trust current, Unity Trust saver and Redwood.

**Transfer of Funds**

Councillors **resolved** to approve a transfer of £10,000 from Unity saver to Unity current to cover the Nortech invoice on 20/11/25 and a transfer of £5,000 from Unity saver to Unity current to cover payments.

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY****4312 Reports from subject leads and outside body representatives****QEII Playing Field**

None.

**LALC Wyre Area Committee**

None.

### **Catterall Village Hall**

The Village Hall passed on their thanks to the Parish Council for the new car park lighting.

The Village Hall now has a projector and screen available for hire.

### **Catterall Gala**

A 12 Days of Christmas raffle is being held as a Gala fundraiser.

### **Christmas Light Switch On**

The Christmas Light Switch On was a huge success again this year. As always this year's event was a real community affair, and it is wonderful to see everyone come together. Thanks to Reverend Wilkinson from St Helen's Church, Churchtown for leading the event, to the Singspiration Community Choir for their fabulous singing, to Martha the Catterall Gala queen for switching on the lights and to Darrel Edwards for event support and sound.

Thanks also to Cllr Elizabeth Webster, Mayor of Garstang Town Council and Lancashire County Council Cllr James Tomlinson for joining us.

The support of Garstang and Over Wyre Police was also appreciated.

Mulled wine and mince pies were purchased in appropriate numbers and the children's crafts proved popular.

### **4313 Clerk's report**

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

### **4314 Action Tracker**

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

### **4315 SPID Report**

Councillors **noted** the information contained in November 2025 SPID report from Joe Lane post (NE bound) and Garstang Road LC23 (southbound). This data has been uploaded to the Parish Council website.

The new SPID was deployed on Garstang Road in November.

### **4316 Questions to councillors**

None.

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