



CATTERALL PARISH COUNCIL

Minutes of the Parish Council meeting held on 4th March 2025 at 7:00pm at Catterall Village Hall

Present: Cllrs J Finch (Chair), J Bostock, S Bulman, S Kirkman, J Mackenzie, K O'Hanlon, L Ormerod and P Perks.

In Attendance: E Millington (Clerk and RFO) and 4 residents.

4151 Apologies for absence

Apologies for absence were received from Cllrs I Brayshaw and J Leech and the reason accepted.

Congratulations are passed to Cllr J Leech and family on the birth of a son.

4152 Declarations of interest and dispensations

Cllr K O'Hanlon declared a non-pecuniary interest in planning application 25/00093/FUL.

4153 Minutes of the last meeting

Councillors **resolved** that the minutes of the meeting held on 4th February 2025 be agreed as a correct record.

4154 Public Participation

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

Apologies for absence were received from the police along with the following update
"Police issue wise there isn't a huge amount to report on. I am aware the nights are starting to get longer and we are patrolling the park for ASB.

We have today carried out a Community Road Watch regards speeding concerns on Cock Robin Lane. We checked the speed of 43 vehicles and found 3 to be in excessive of the limit- we will be contacting them. This figure is relatively low compared to other area's but still 3 too many."

A resident raise the issue of the damaged/removed railings outside of the cottages on Garstang Road, close to the Joe Lane junction. These railings were hit by a car in April 2024 and are still awaiting repair. The resident and Parish Clerk have both contacted LCC Highways on numerous occasions and are no closer to having the railing replaced. The resident was advised to contact LCC Cllr S Turner and ask him to escalate the issue.

Residents from Catterall In Bloom talked through the plans for the improvements to the compost area, minute 4156 refers.

Cllr J Finch and the Clerk have a meeting, on the 6th March, with the technical manager from Miller Homes regarding the attenuation ponds. An update will be given at the next parish council meeting.

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

4155 Annual Governance Review

When completing the end of year Annual Return, Councillors are asked to confirm that the various internal control documents have been reviewed in the past 12 months and the Parish Council has established a principle of conducting an annual governance review each March. Councillors reviewed and **resolved** to accept the following documents which have been circulated to councillors:

- a) Code of Conduct
- b) Standing Orders
- c) Standing Orders for Annual Parish Meeting
- d) Financial Regulations
- e) RFO Duties & Responsibilities
- f) Investment Policy
- g) Asset Register
- h) Risk Management Plan
- i) Risk Register

Any changes to these documents can be found on the 'Annual Governance Review Summary of Changes' document.

4156 Catterall in Bloom – compost area improvements

Catterall in Bloom would like to improve the visual appearance and effectiveness of the compost area. They would like to build a series of bays in which compost can be produced and compost, bagged manure and bark chippings stored. At present, these are frequently left in piles against the hedge and a bay system would be much tidier. The maximum height of the structure is 0.77m, which is the height of the current compost bins.

As part of the bays, Catterall in Bloom would like to include a small tool store for their wheelbarrow and hand tools. This will be integrated into the compost production area and shouldn't stand out as a store. To further disguise it, the door will be constructed to look like a bug house.

Catterall in Bloom are applying for a Local Member Grant to help fund these improvements.

Councillors **resolved** to approve the proposed compost area improvements.

4157 Bike rack (Cllr J Mackenzie)

Whilst people are using the MUGA, there are frequently bikes left lying on the grass, and sometimes on the path. There isn't a bike rack in this area.

Councillors **resolved** to purchase a 3 post (6 place) 'toast rack' bike rack from Glasdon for £160 (net).

4158 Playdale quote

Whilst Playdale were onsite replacing the net on the activity tower, they recommended that a secondary support was added to the team swing at a cost of £397.78 (net).

The 2024 Playground Inspection report stated on page 11 *"Swings of this design should have a secondary safety mechanism fitted to prevent collapse of the seat in the event of a joint failure to comply with BS EN 1176 Part 2, however this swing was installed prior to the standards being updated in 2018 and the manufacturer has confirmed that the joint was independently cycle tested by BSi – Monitor use and*

check the joint and fixing security regularly use and check the joint and fixing security regularly.”

Playdale also recommended replacement of the Gravity Rider spring at a cost of £348.00 (net). This was highlighted as ‘Very Low Risk’ on the 2024 Playground Inspection report.

The installation cost of these items is £310.00.

Councillors **resolved** to proceed with the addition of a secondary support to the team swing and the replacement of the gravity rider spring.

4159 Pitch hire - Garstang FC

Garstang FC hired Queen Elizabeth II Playing Field two evenings a week in June and July 2024 for pre season training at a cost of £250.00, and one evening a week in August 2024 at a cost of £60.00.

A request has been received to hire the pitch twice a week (Tues/Thurs, 7-8.30pm) in June and July 2025 and potentially extending to once a week in August 2025.

The relevant booking form, risk assessment and appropriate insurance documents will be obtained by the Clerk prior to the hire.

Councillors **resolved** to approve this request and maintain last year’s hire fee.

4160 Churchtown Children’s Festival 2025

Churchtown Children’s Festival have asked for a representative from Catterall Parish Council walk to in their procession on Saturday 24th May commencing at 1pm from Kirkland Memorial Hall.

It was **resolved** that Cllr L Ormerod will represent Catterall Parish Council.

4161 Planning

Planning Applications for consideration and comment:

Application # 25/00093/FUL

Proposal: Proposed Single Storey Side Extension

Location: 10 Pickering Gardens Catterall Preston Lancashire PR3 0FZ

Application # 25/00144/FUL

Proposal: Proposed single story extension to both the east and north elevations.

Location: Rylstone House Catterall Lane Catterall Preston Lancashire

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

4162 Finance

Receipts (for noting)

Payee	Amount	Details
Lancashire County Council	£237.00	Public realm work 2024/25
Hiscox	£4,236.00	Insurance claim – height restriction barrier

Payments (for approval)

Payee	Amount	Details
Haldane Fisher	£50.48	Post mix
Amazon	£68.06	Mower blade balancer and bench grinder
Amazon	£10.22	Lid for water butt
Houghtons	£73.01	Fuel – January 2025
C & C Supplies Ltd	£9.56	Paint brushes and clean spirit
Houghtons Filing Station	£202.97	Fuel – February 2025 Roundup Pro 480 – 5ltr
Playdale	£633.47	50% deposit for team swing secondary support and new gravity rider spring (minute 4158)
M Newton	£94.88	Catterall in Bloom – Spring bulbs, weed fabric, raspberry canes, plug plants
AT Engineering Suppliers Ltd (PH Expenses)	£10.01	Bolts, screws, washers for MUGA

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

1. Staff Costs for February	£2,841.36
2. LCC Pension	£1,102.65
3. Towers Gornall	£68.40
4. EE phone contract	£22.80
5. Easy websites	£36.96
6. P Hartley (mileage)	£6.30
7. Bank charges (01/02/25 – 28/02/25)	£8.40

Charge card expenses 27/02/25 (for noting)

Payee	Amount	Details
Lloyds	£6.00	Charge card fee
Timpsons	£40.00	Replacement sign for memorial gate
Jenolite	£59.98	White gloss paint for goal posts
Husquarna	£47.98	Trimmer line x 2
Kedel	£140.11	Recycled plastic lumber for dog field bench

Investments

CCLA investment £59,655.38 at 31st January 2025 (£239.71 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 January statement and reconciliations for CCLA and the February statement and reconciliations for Unity current, Unity saver and Redwood.

Transfer of Funds

Councillors **resolved** to approve a transfer of £5,000 from Unity saver to Unity current to cover payments.

Budget Monitoring

None.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

4163 Reports from subject leads and outside body representatives

QEII Playing Field

None.

LALC Wyre Area Committee

None.

Catterall Village Hall

The village hall is as busy as ever. A regular Adult Day Care Service is now being offered in the Village Hall on a Wednesday.

Catterall Gala

Catterall Gala will be having a meeting this week. The Clerk will order the bins for the event and arrange for the road sweeper to clean the parade route prior to the gala.

4164 Clerk's report

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

4165 Action Tracker

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

4166 SPID Report

Councillors **noted** the information contained in the February 2025 SPID report from LC30 Garstang Road (northbound) and LC4 Baylton Drive (SW bound).

This data has been uploaded to the Parish Council website and reported to Lancashire Road Safety Partnership.

4167 Questions to councillors

Cllr J Mackenzie passed on thanks from residents for the new bench on the dog field.

There being no other business the Chair closed the meeting at 8:15pm.