



## **CATTERALL PARISH COUNCIL**

**Minutes of the Parish Council meeting held on 3<sup>rd</sup> March 2026 at 7:00pm at Catterall Village Hall**

**Present:** Cllrs J Bostock (Chair, minute 4355), S Bulman, S Kirkman, K O'Hanlon and P Perks

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

### **4354 Apologies for absence**

Apologies for absence were received from Cllrs I Brayshaw, J Finch, J Mackenzie and L Ormerod and the reason accepted.

### **4355 Election of Chair**

In the absence of both the Chair and the Vice Chair, and in line with Standing Order 3p, councillors **resolved** to elect Cllr J Bostock as Chair for the 3<sup>rd</sup> March 2026 parish council meeting.

### **4356 Declarations of interest and dispensations**

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

### **4357 Minutes of the last meeting**

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

### **4358 Public Participation**

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

LCC Cllr J Tomlinson is trying to get confirmation that the replacement barriers for outside the Garstang Road cottages, by the Joe Lane junction, have been delivered as expected. An installation date is requested.

The large number of potholes, especially on the country roads, was raised. LCC have £72m ringfenced for road repairs in 2026/27. There is a large backlog of road repairs required in Lancashire, estimated at £650m.

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

### **4359 Catterall in Bloom – Peace Garden**

Catterall in Bloom request permission to include a 3ft statue of a WW1 soldier as part of the Peace Garden improvements. It will be installed in the line of the three trees, near the middle of the bed and firmly secured. The statue is to be donated by a member of Catterall in Bloom and will be in a black gloss finish that matches the black

benches either side of the Peace Garden.

Councillors **resolved** to approve the request.

#### **4360 Churchtown Children's Festival 2026**

Churchtown Children's Festival have asked for a representative from Catterall Parish Council walk to in their procession on Saturday 23<sup>rd</sup> May commencing at 1pm from Kirkland Memorial Hall.

Councillors **resolved** that a representative would walk in the procession to represent Catterall Parish Council.

#### **4361 Consultation – Local Government Reorganisation in Lancashire, Blackpool and Blackburn**

Catterall Parish Council has been invited to respond to the consultation on proposals for local government reorganisation in Lancashire, Blackpool and Blackburn.

In February 2025, government invited all councils in two-tier areas and their neighbouring small unitary councils, including all councils in Lancashire, Blackpool and Blackburn develop proposals for unitary local government, a single council responsible for all local government functions in an area.

The government has now launched a consultation on proposals submitted to us from councils in response to the invitation. Before a proposal can be implemented, government is required to consult with any council affected that has not submitted a proposal, as well as any other appropriate persons. The consultation on these proposals will inform an assessment of the merits of the proposals.

Responses are to submitted via an online form by 26<sup>th</sup> March 2026.

Councillors preferred the 3 unitary councils proposal of:

- Central Lancashire: Chorley, Preston, South Ribble and West Lancashire
- Coastal Lancashire: Blackpool, Fylde, Lancaster and Wyre
- Pennine Lancashire: Blackburn with Darwen, Burnley, Hyndburn, Pendle, Ribble Valley and Rossendale

It was felt that this proposal was the most natural fit in terms of similar priorities and local area characteristics. For Wyre, this proposal also fits with the UK Parliamentary constituency boundaries of Lancaster and Wyre.

The 2 unitary council proposal was viewed by councillors as a strong option.

Councillors **resolved** to delegate response to the clerk.

#### **4362 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 **resolved** to accept the following documents;

- a) Code of Conduct 2026
- b) Standing Orders 2026 v1.10
- c) Standing Orders for Annual Parish Meeting 2026
- d) Financial Regulations 2026 v3.3

- e) RFO Duties & Responsibilities
- f) Investment Policy v1.6
- g) Asset Register
- h) Risk Management Plan v1.6
- i) Risk Register v1.5

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

#### **4363 Policy review – Scheme of Delegation v1.1**

Councillors **resolved** to accept the reviewed and updated Scheme of Delegation v1.1.

#### **4364 Policy review – Freedom of Information Policy v1.0 and Publication Scheme 2026 v3.0**

Councillors **resolved** to accept the reviewed and updated Freedom of Information Policy and Publication Scheme.

These are the model documents taken from the Information Commissioner's Office (ICO) and where necessary modified to fit the needs of Catterall Parish Council.

#### **4365 Planning**

Planning Applications for consideration and comment:

**Application #** 26/00076/FUL

**Proposal:** Proposed demolition of existing buildings and erection of a single new dwelling with associated works.

**Location:** Eden House, Catterall Lane, Catterall, Preston, Lancashire

Councillors resolved to offer no objections to this application.

#### **4366 Finance**

##### **Receipts (for noting)**

None.

##### **Payments (for approval)**

<b>Payee</b>	<b>Amount</b>	<b>Details</b>
Armstrong Garden Machinery	£213.86	Lawn mower service and replacement of worn parts
Morley Group Ltd	£108.00	Grass cutting – one off winter cut
Morley's Group Ltd	£1,884.00	Tree work on MUGA screening hedge
Houghtons	£72.43 £16.46	Fuel – February 26 Catterall in Bloom – Bark and ground control
Haldane Fisher	£41.05	Timber for road name sign replacement
Haldane Fisher	£21.49	Gorilla glue
Haldane Fisher	£59.75	Timber for road name sign replacement
Amazon	£7.17	Seeds – Alyssum Saxatilis
Amazon	£14.24	Hi viz waistcoat
Amazon	£49.63	Disposable gloves, seeds, frame,

		disposable work overalls
Treestyle Consultancy	£504.00	Arboricultural Assessment & Report
Swinton Insurance (P Hartley expenses)	£395.29	Van insurance (05/02/26 – 04/02/270)
C&C Supplies	£24.47	Penny washers, bolt & hex nut, pin key for angle grinder
C&C Supplies	£2.92	Penny washers
C&C Supplies	£21.74	Hex socket, hex drive adaptor, meter keys, screws
C&C Supplies	£43.08	Catterall in Bloom – Peace Garden – sleepers
C&C Supplies	£224.82	Catterall in Bloom – Peace Garden - sleepers
M Newton	£231.64	Catterall in Bloom – Peace Garden - plants
M Newton	£148.62	Catterall in Bloom – perennials for buddy bench
M Newton	£102.00	Catterall in Bloom – Pocket Park - snowdrops

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

1. Staff Costs for February	£2,718.14
2. LCC Pension	£1,151.49
3. Easy websites	£36.96
4. P Hartley – mileage	£23.40
5. Bank charges (01/02/26 – 28/02/26)	£9.10
6. Npower Electricity Christmas Trees	£86.32

**Charge card expenses 26/02/26** (for noting)

Payee	Amount	Details
Lloyds	£6.00	Charge card fee
Giffgaff	£6.00	Phone – February 2026
Epson	£51.74	Black printer ink x2

**Investments**

CCLA investment £77,651.47 at 31st January 2026 (£256.69 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 reconciliation for CCLA and the February statement and reconciliation for Unity current, Unity saver and Redwood.

**Transfer of Funds**

Councillors **resolved** to approve a transfer of £6,000 from Unity saver to Unity current to cover payments.

**THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY**

**4367 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**

A meeting will take place next week.

**Catterall Gala**

Catterall Gala have a Boozy Bingo fundraiser on Friday 27<sup>th</sup> March.

**4368 Clerk's report**

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

**4369 Action Tracker**

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

**4370 SPID Report**

Councillors **noted** the information contained in February 2026 SPID report from Cock Robin Lane LC6 (NE bound) and Garstang Road LC23 (southbound).  
This data has been uploaded to the Parish Council website.

**4371 Questions to councillors**

None.

There being no other business the Chair closed the meeting at 7:50pm.