



CATTERALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 6th December 2022 at 7pm 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) and 1 resident.

3669 Apologies for Absence

No apologies for absence.

3670 Declarations of Interest and Dispensations

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

3671 Minutes of the Last Meeting

Resolved: that the minutes of the meeting held on 1st November 2022 be agreed as a correct record.

3672 Public Participation

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

The resident asked for the history of the roofless property at 26 Cock Robin Lane. Councillors explained that the property had been a children's nursery that has been closed for many years. There have been several planning applications put in for the site; permitted applications for two houses (2007 & 2008) and an application, refused on several grounds, for a two storey nursery (2019).

The resident also asked about the removed post box on Cock Robin Lane. The council explained that the post box has fallen into disrepair and had been taken away to be fixed. A letter dated 6th September from the Royal Mail, gave a timeframe of 12-16 weeks for replacement. This will be up on the 27th December 2022. The Clerk has contacted the Royal Mail asking for a replacement date.

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

3673 Road safety issues

There have been a number of road safety issues identified in Catterall and discussed during previous meetings, minutes 3623 September 22 and minutes 3647 November 22 refer.

Councillors resolved to approach Andy Pratt, Chair of Lancashire Road Safety Partnership to invite him to Catterall to review the following locations;

- a) The new pedestrian crossing point on Cock Robin Lane by the Cock Robin Lane/A6 junction.
- b) The Baylton Drive/Garstang Road junction where planning conditions haven't been met.
- c) The Hamerswood Drive/Cock Robin Lane junction. The Clerk has received emails in November regarding this junction and the lack of road visibility due to the parked cars on Cock Robin Lane.

3674 Jubilee Oak

The Oak tree purchased by Catterall Parish Council for the Queen's Jubilee died prior to planting. Catterall Parish Council have been refunded for the Oak tree. Councillors resolved to repurchase an Oak tree and investigate the option of planting it on The Parklands.

3675 Donation towards traffic calming measures on The Avenue, Churchtown

Kirkland Parish Council requested a donation to help them tackle speeding on The Avenue in Churchtown.

They stated that "The Parish Council is struggling with speeding and the danger to school children attending St Helens School in Churchtown. There are many children from Catterall that attend the school in Churchtown."

Councillors **resolved** not to give a donation towards traffic calming measures in Churchtown as this is a matter for Kirkland Parish Council.

3676 Donation towards Garstang Christmas Lights

Damian Carr, on behalf of Garstang Festive Lights committee, appealed to Catterall Parish Council for a donation towards the Garstang Lights. Councillors **resolved** to donate £250.

3677 Clerk's training

Councillors **resolved** that the Clerk should attend a webinar titled 'Get parish and town councils prepared for the local council elections in May', hosted by LALC on the 1st February 2023 at a cost of £35.

3678 2023/24 Budget

Councillors considered the second draft of the budget – which included the following projects.

a) Two new notice boards

Councillors **resolved** to budget £3,000 for two replacement notice boards on legs with header, in man made wood. The current notice boards are falling apart in places and are difficult to use.

b) CCTV improvements

Councillors **resolved** to budget £5,000 to cover either an update to the current CCTV or replacement. There have been several instances where we have been unable to get clear footage, or the footage has been missed by the CCTV camera situated by the car park. Councillors request that quotes are sought from local companies.

c) Change to the Lengthsman's hours

Councillors **approved in principle** the changes to the Lengthsman's hours, as recommended by the Personnel Committee. Councillors **resolved** to make

budgetary provision for an extra 8 hours per week.

d) Grass mower

Councillors **resolved** to budget £2,532 for a new mower.

e) Nativity

Councillors **resolved** to budget £1,000 for a nativity scene for display in Catterall over the festive period.

f) Ear marked reserves for lighting on the playing field

There is £3,000 for lighting on the playing field in the 2022/23 budget.

Councillors **resolved** to reserve this for 2023/24.

g) Ear marked reserves for canal towpath improvements

There is £1,000 in ear marked reserve for canal towpath improvements, this has been held for several years. Councillors **resolved** to remove this provision.

h) Ear marked reserves for playground refresh

£25,000 is held in the CCLA account ear marked for a play area refresh.

Councillors **resolved** to add £15,000 to this provision as part of the 2023/24 budget.

3679 Planning

Reference: 22/01103/FUL

Proposal: Single storey rear extension and roof lift to existing extension

Location: 1 Meadowcroft Avenue Catterall Preston Lancashire PR3 1ZH

Reference: 22/01111/FUL

Proposal: Concreting of existing hardcore area

Location: Rylstone Barn Catterall Lane Catterall Preston Lancashire

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

Reference: 22/01083/FUL

Proposal: Creation of a dropped kerb

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

Councillors **resolved** to object to the dropped curb on the grounds of highway safety in line with Lancashire Highways objections.

Reference: 22/00966/FUL

Proposal: Single-storey rear extension

Location: Barn 2 Ripon Hall Farm Catterall Lane Catterall Preston

Councillors **resolved** to offer no objections to this retrospective application but note that a door has been introduced on the first floor, leading out to the flat roof of the new extension. This flat roof is currently being marketed in sales literature as a balcony. The Parish Council would welcome the opportunity to comment on a planning application for a balcony.

3680 Finance

Receipts (for noting)

Received from	Amount	Details
Cutts Lane Nurseries	£64.00	Return of inv 4094 – Unable to supply trees

Payments (for approval)

Payee	Amount	Details
Royal British Legion	£100.00	Donation
Houghtons	£78.26	Fuel – Oct22
Mrs A Parker	£38.50	Catterall in Bloom
Haldane Fisher	£24.16	Washers and Bolts for Bus Shelter
Society of Local Council Clerks	£36.00	Planning System training course
Edge IT	£848.16	Annual licences
Glasdon	£1,180.90	2 x Litter bins
Haldane Fisher	£100.34	Timber and post mix
Haldane Fisher	£42.54	Timber, washers and bolts
R.R Kippax & Son	£2,880.00	Grass cutting on the playing field
R.R Kippax & Son	£72.00	Hedge cutting
Forsyth and Steele	£80.40	Replacement sign for tots play area
Olivebranch Landscapes	£632.02	2 x maintenance visit
Haldane Fisher	£34.82	Timber
Colin Cross Printers	£112.80	Catterall in Bloom
Gallagher	£34.81	Insurance for storage container
Haldane Fisher	£17.81	Post Mix and timber
Haldane Fisher	£4.75	Bolt and washer
Bradshaws Farm Shop	£300.00	Christmas Trees
Bernard Robinson	£30.00	12 x bird and bat boxes
Simon Kirkman	£15.77	High viz vests
Sue Bulman	£27.00	Christmas tree light switch on refreshments

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

1. Staff Costs for November	£2,866.30
2. P Hartley (expenses)	£160.64
3. E Millington (expenses)	£467.91
4. LCC Pension	£1,211.05
5. Towers Gornall	£64.80
6. Plusnet	£35.27
7. Easy websites	£27.60

Investments

CCLA investment £25,166.38 at 31st October 2022 (£36.13 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 following;

October statement of account and bank reconciliation for CCLA.

October and November statement of account and bank reconciliations for Unity Current.

October and November statement of account and bank reconciliations for Unity Saver.

Transfer of Funds

Councillors **resolved** to transfer £10,000 from the Unity saver account to the Unity current account.

Budget Monitoring

Councillors **resolved** to note the 2022/23 budget update dated 29/11/2022.

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

3681 Reports from subject leads and outside body representatives

QEII Playing Field

None

LALC Wyre Area Committee

Cllr Sharples notified the council that the next meeting will be on the 25th January 2023.

Parish Council Facebook

The Christmas Tree Light Switch On event has been promoted during November as has the local provision of warm spaces.

The Facebook is now being managed by the Clerk, going forward information will be provided on the Clerk's report.

Catterall Village Hall

The Village Hall has been very busy, and all is going well.

Catterall Gala

None.

Christmas Tree Light Switch On

The weather was fine for the Christmas Tree Light Switch On event and approximately 100 residents were in attendance. The blessing was led by Reverend Andrew Wilkinson, with musical accompaniment by Inglewhite Church's guitarist.

The lights were switched on by Jenny Richardson, the Gala Queen.

After the blessing residents were invited into the village hall for drinks, mince pies and children's craft activities. These activities were led by Inglewhite Church, who also had a choir inside singing carols. The Village Hall was busy but not over full.

There was lots of positive feedback from residents both in person and on Facebook following the event.

The Parish Council expressed thanks to all that supported the event. The Clerk will send thank you cards to Reverend Wilkinson of St Helens Church, to Inglewhite Church and to Jenny Richardson, Gala Queen.

Donations of £70.67 were collected at the event, this will be split between Catterall Rainbows and Catterall Brownies.

3682 Clerk's report

Councillors noted the information in the clerk's report.

3683 Action Tracker

Councillors noted the information contained in the action tracker.

3684 Questions to councillors

Councillors were asked if there is to be a Christmas tree collection this year by the River's Trust. We haven't had any information regarding a collection, the Clerk will contact the River's Trust.

Councillors requested a post to be put on the Facebook page regarding the rising cases of Step A.

Councillors asked about the litter bin by the Memorial Gardens on Cock Robin Lane. This bin has been overfilled for the past two weeks. This is due to a household using this bin for domestic waste. The Clerk will write to all houses near to the bin asking for information.

Councillors asked if the Lengthsman is aware that there is a SPID bracket by Baylton Drive. The Clerk will discuss the rotation of SPID locations with the Lengthman and aim to provide monthly SPID reports in 2023.

3685 Exclusion of the press and public

Pursuant to Section 1(2) and 1(3) of the Public Bodies (Admission to Meetings) Act 1960 councillors **resolved** to exclude the press and public to discuss legal matters.

3686 Update on Legal Matters

Cllr Finch updated councillors on legal matters which have been raised with the parish council.

There being no other business the Chair closed the meeting at 8.00pm.