



## **CATTERALL PARISH COUNCIL**

### **Minutes of the Parish Council meeting held on 3<sup>rd</sup> December 2024 at 7:00pm at Catterall Village Hall**

**Present:** Cllrs I Brayshaw (Chair), J Bostock, S Bulman, J Finch, S Kirkman, J Leech, J Mackenzie, L Ormerod and P Perks.

**In Attendance:** E Millington (Clerk and RFO), Lancashire County Council Cllr S Turner, Wyre Cllr D Bolton and Wyre Cllr D Swift.

#### **4102 Apologies for absence**

None.

#### **4103 Declarations of interest and dispensations**

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

#### **4104 Minutes of the last meeting**

Councillors **resolved** that the minutes of the meeting held on 5<sup>th</sup> November 2024 be agreed as a correct record.

#### **4105 Public Participation**

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

Planning Application 23/01219/FULMAJ for the Land Off Garstang Bypass Road, Claughton-on-Brock is being brought before the planning committee on Wednesday 4<sup>th</sup> December. Wyre Cllr D Bolton will be in attendance and intends to speak. Catterall Parish councillors shared their concerns with Cllr D Bolton. It is felt that most of the issues, such as opening hours, volume of traffic and litter, will be generated by the proposed café and restaurant, rather than the proposed industrial units.

In particular the Parish Council would like to see something in writing that specified the hours for deliveries and the hours of operation for the proposed McDonalds and cafe.

The Parish Council also believes that litter patrols within 150 metres of the restaurant will not prevent litter in the wider area. Many customers will litter as they finish eating, throwing it from car windows or as they walk away from the site across a wider radius. The planners have missed the request for financial assistance for local parishes, who will inevitably bear the cost of cleaning up litter.

An update was provided by Cllr J Finch with regards to the ongoing flooding issues on Cock Robin Lane. When the affordable homes were built at the end of Baylton Drive, they were built on a higher level to the existing houses on Cock Robin Lane, which they back onto. Since this point, some of the back gardens on the south side of Cock Robin Lane now flood and the toilets in these properties can't be flushed when there has been heavy rain.

A resident has been pursuing the matter for many months with LCC Highways and United Utilities.

Mid November, United Utilities sent an engineer and a gully wagon to check and clear the drains on Cock Robin Lane, Baylton Drive and the Miller Homes estate. All the covers were lifted but no issues were found.

On 3<sup>rd</sup> December LCC sent an experienced person and a gully wagon to check the drains on Cock Robin Lane, Baylton Drive and the Miller Homes estate. Again, the gullies were checked and cleaned. It is felt that the drains could be at maximum capacity, hence the flooding in heavy rain, rather than there being a blockage. However, during the LCC checks on 3<sup>rd</sup> December, a drain cover was lifted on Daniel Fold Lane. Just after it was opened, water started gushing and filled the whole chamber. United Utilities say that no water is being pumped into the system, but with the way the chamber filled, it appears water is being pumped from somewhere. United Utilities will come back out to perform further checks.

Whilst looking at drains in Catterall, the attenuation pond on Bowlands Lane/Bakewell Close has come to attention. The pond has very steep sides and is surrounded by a low fence. The Parish Council are attempting to get a copy of the risk assessments for this attenuation pond. It was also noted that one of the inflow on this pond is nearly blocked.

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

#### **4106 Community Orchard – Keepers Wood Way**

The Parish Council owned land at the end of Keepers Wood Way has been identified as a suitable location for a small community orchard. The grass in this location is currently mown by the Parish Lengthsman, but as vehicles sometimes park on the grass here, the ground becomes very rutted and difficult to maintain to a good standard. A community orchard would bring benefits to pollinators, wildlife and the produce could be enjoyed by the whole community.

There is full funding available for a project such as this, however, the project must be delivered before 31 March 2025.

Councillors **resolved** to pursue a grant for a community orchard. Neighbouring properties will be contacted by the clerk.

#### **4107 Catterall in Bloom – Planting on Queen Elizabeth II Playing Field, Catterall**

To introduce some early flowers to Queen Elizabeth II Playing Field, Catterall in Bloom have asked if they can plant some snake head fritillary and native primrose in the grass between the avenue of cherry trees and the perimeter footpath. Both should finish flowering in April and shouldn't have any implication for the grass cutting season. Councillors **resolved** to approve this request.

#### **4108 War Memorial (Cllr J Finch)**

Councillors to considered moving the war memorial from its current location on the corner of Cock Robin Lane and Garstang Road to a suitable location at the QEII Playing Field. Despite a lower than usual turn out at this year's Remembrance service there are real concerns for health and safety at the Cock Robin Lane location. In the past those attending have had to stand close to the road. In addition the solemnity of

the service is spoiled by cars, motorbikes, tractors and buses both driving past or pulling up at the corner and then revving when they pull away.

There is a Peace Garden on the playing field and that may be a suitable location for a war memorial, whether moving the original stone or creating a new memorial.

Councillors **resolved** to include a sum of £10,000 to the 2025/26 budget for this project.

#### **4109 2025/26 Budget**

The precept for 2025/26 will be set at the January 2025 meeting.

To date, the following projects have been proposed and included in the budget.

**a. 6 x A4 notice board for Old Lancaster Road – £1,000**

The west side of the A6 does not currently have a parish notice board. This would be installed alongside the new bench at the south end of Old Lancaster Road. The quote is for a 6 x A4 Man-made Timber noticeboard on legs, to the same specification as the board at Stone Cross Gardens.

**b. Bins around the MUGA - £1,000**

The three bins around the MUGA are in poor condition in comparison to the rest of Queen Elizabeth II Playing Field, Catterall. These could be replaced with streamlined version of the Glasdon Jubilee bin used in the rest of Catterall.

<https://uk.glasdon.com/litter-bins/outdoor-litter-bins/streamline-jubilee-tm-litter-bin>

**c. Replacement of boundary signs/'Welcome to Catterall' signs – £4,000**

**d. Youth shelter replacement roof – £5,000**

**e. New defibrillator case for Cock Robin Lane - £500**

**Bleed kit - £300**

Bleed kit in stand-alone module, this could be integrated into the new defibrillator case depending on size available.

**f. Lighting on the playing fields - £10,000**

The first quote for lighting on the playing field was very high, an additional £7,000 has been added to the budget.

Councillors **resolved** to include these projects in the 2025/26 budget.

Councillors are asked to confirm which of the following earmarked reserves are to be maintained in the 2025/26 budget;

**a) Lighting on the playing fields - £3,000.00**

Councillors **resolved** to increase to £10,000, see f) above.

**b) Play area refresh (CCLA) - £58,693.90**

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

Councillors **resolved** to add an additional £15,000 to this earmarked reserve in the 2025/26 budget.

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

Councillors **resolved** to maintain this earmarked reserve.

**d) CCTV improvements - £10,000.00**

This project should be completed in the 24/25 financial year. Councillors

**resolved** to release any unspent funds on project completion.

**e) Information Boards - £5,000.00**

Councillors **resolved** to maintain this earmarked reserve.

**f) Canal towpath improvements - £4,000.00**

LCC Cllr S Turner indicated that this project will not take place in the near future. Councillors **resolved** to release this earmarked reserve.

Any additional projects should be submitted by the 20<sup>th</sup> December 2024 for inclusion.

**4110 Finance**

**Receipts (for noting)**

None.

**Payments (for approval)**

Payee	Amount	Details
Earth Anchors	£1,108.80	23 x recycled plastic bollards
Armstrongs Garden Machinery	£795.00	Backpack blower
Armstrongs Garden Machinery	£28.44	HP Super Oil
Glasdon UK	£702.00	Phoenix bench – A6
C&C Supplies	£29.47	Bench anchors
C&C Supplies	£120.86	25 x plant stakes and 3 combination padlocks
C&C Supplies	£10.34	Keyless chuck
C&C Supplies	£16.56	Shovel
Austin Walmsley	£5,383.20	Disposal of damaged height barrier. Fabrication and installation of new height barrier.
Austin Walmsley	£876.00	Powder coating of new posts and straightening and powder coating of gates
Mrs S Bulman	£34.95	Christmas tree light switch on – mince pies, crafts, table cloths
Mrs J Bostock	£58.15	Christmas tree light switch on – mulled wine and biscuits
M Newton	£43.33	Catterall in Bloom - Bulbs, compost and envelopes
Timpson	£18.00	Key cut (PH Expenses)

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

1. Staff Costs for November	£3,661.58
2. LCC Pension	£1,431.52
3. Towers Gornall	£68.40
4. EE phone contract	£22.80
5. Easy websites	£ 36.96
6. P Hartley (mileage)	£55.13
7. Bank charges (01/11/24 – 30/11/24)	£9.00

**Charge card expenses 28/11/24** (for noting)

Payee	Amount	Details
Lloyds	£6.00	Charge card fee
Royal British Legion	£100.00	Donation

J Parker Dutch Bulbs	£78.81	Daffodil bulbs
J Parker Dutch Bulbs	£94.69	Daffodil bulbs

### Investments

The CCLA investment £58,934.81 at 31<sup>st</sup> October 2024 (£240.91 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 November statement and reconciliations for Unity Trust current, Unity Trust saver and Redwood 95 day saver.

### Transfer of Funds

Councillors **resolved** to approve a transfer of £15,000 from Unity saver to Unity current to cover payments.

### Budget Monitoring

None.

## THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

### 4111 Reports from subject leads and outside body representatives

#### QEII Playing Field

Following last month's report of a fire in the Youth Selter, a second fire was started there on the 5<sup>th</sup> November. No damage was caused, but it resulted in fire engines being called to the scene.

There is continuing antisocial behaviour on the playing field. The Parish Council has been advised that the PCSOs do patrol the area and frequently pull onto the car park and shine lights down the playing field in the evening.

#### LALC Wyre Area Committee

The next meeting is January 2025.

#### Catterall Village Hall

The Village Hall AGM took place on the 19<sup>th</sup> November 2024. The committee are continuing to explore options for new doors and locks.

#### Catterall Gala

No further update. Catterall Gala will take place on 31<sup>st</sup> May 2025.

#### Catterall Christmas Tree Light Switch On

This year's Christmas Tree Light Switch On was the most successful yet. There was good attendance from residents, and many positive comments were made.

As usual the vicar from St Helen's Church, Churchtown led the switch on and the lights were turned on by this year's Gala Queen.

The event was greatly enhanced by hiring a compere and professional sound system. The Singspiration Community Choir were also an excellent addition and sang wonderfully.

The rain started just as the final song was sung, and many residents went into the village hall for mulled wine, mince pies and children's crafts.

Any donations from this year's event went to 1<sup>st</sup> Kirkland and Catterall Scout Group, £115.70 was raised. 1st Kirkland and Catterall Beavers were in attendance to help give out carol sheets and serve the mince pies.

Thank you to Catterall Gala for lending the Parish Council their gazebo for the choir to stand underneath.

#### **4112 Clerk's report**

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

#### **4113 Action Tracker**

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

#### **4114 SPID Report**

Councillors **noted** the information contained in the November 2024 SPID report from LC48 Garstang Road (southbound) and LC6 Cock Robin Lane (NE bound).

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

#### **4115 Questions to councillors**

None.

#### **4116 Exclusion of the press and public**

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

#### **4117 Pay award following training course**

The Lengthsman successfully attended and completed the RoSPA Routine Playground Inspection Course on Wednesday 27<sup>th</sup> November 2024. The personnel committee recommended on the 18<sup>th</sup> April 2024, that "following the completion of the course the Lengthsman will be more qualified to conduct playground inspections and should receive salary increase of one SCP."

Councillors are **resolved** to apply this SCP change from December 2024.

There being no other business the Chair closed the meeting at 8:05pm.