



CATTERALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 7th March 2023 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

3728 Apologies for absence

No apologies for absence.

3729 Declarations of interest and dispensations

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

3730 Minutes of the last meeting

Resolved: that the minutes of the meeting held on 7th February 2023 be agreed as a correct record.

3730 Public Participation

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

The resident asked about the A6 crossing points and if a footpath is to be created on the east side of the A6, north of Cock Robin Lane. The footpath will not be extended along the east side of the A6. The crossing points will instead link up with footpaths within the new Anwyl development.

The speed of the traffic travelling along the A6 was also discussed.

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

3731 Catterall Gala

Councillors **resolved** to allow Catterall Gala use of Queen Elizabeth II Playing Field on Friday 2nd June (for set up), Saturday 3rd June (Gala day) and Sunday 4th June (to complete clear up).

3732 Rolling of the Football Pitches

Myerscough Junior Football Club requested permission to have the football pitches rolled, at no cost to the parish council. Councillors **resolved** to approve this request.

3733 Arrangements for Annual Meeting of the Parish Council 2023

The Annual Meeting of the Parish Council must take place between the 10th and 25th May 2023 inclusive. Councillors **resolved** to hold the Annual Meeting of the Parish Council on Tuesday 16th May at 7pm.

Councillors **resolved** not to hold a meeting on Tuesday 2nd May 2023.

3734 Policy Review

Councillors **resolved** to approve and accept the following policies:

- a) Recording at Parish Council Meetings
- b) Management of Transferable Data
- c) Freedom of Information – Publication Scheme

3735 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 approve and accept the following policies:

- 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 Policy
- i) Risk Register

3736 Planning

Application # 22/01263/FUL

Proposal: Proposed replacement dwelling, with demolition of the existing dwelling and outbuilding, and new in/out access

Location: Eden House Catterall Lane Catterall Preston Lancashire

Application # 23/00114/FUL

Proposal: Proposed rear conservatory

Location: 2 Holly Court Catterall Preston Lancashire PR3 0NA

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

Application # 23/00036/FUL

Proposal: Erection of a detached double garage/store

Location: Highfield Stones Lane Catterall Preston Lancashire

Councillors **resolved** to object to this application on the basis that the addition of further storage space within the garden area would impact upon Old Trees, Stones Lane thus creating a visual intrusion and a detrimental amenity to the neighbouring property.

Application # 22/01297/FUL

Proposal: Part conversion of the existing building to 1 x dwelling with external alterations including addition of pitched roof, and demolition of part of the building

Location: Units 1 And 2 Tan Yard Road Catterall Preston Lancashire

Councillors **resolved** to object to this application as part of the bridleway that this property is situated on is already attracting parked vehicles. This application could seriously impact pedestrians and horses using the bridleway and have further impact to access on Catterall Gates Lane of which there is already a continuing problem.

3737 Finance

Receipts (for noting)

None

Payments (for approval)

Payee	Amount	Details
Society of Local Council Clerks	£36.00	CCTV training course
1 st Catterall Rainbows	£35.33	Donation from Christmas Tree Light Switch On
Haldane Fisher	£21.58	Bolts and washers
Haldane Fisher	£29.29	Drill bit, bolts and washers
B & H Pest Control	£90.00	Bee and wasp removal – Summer 2022
Fletchers	£528.00	Tarmac for bench bases
Armstrongs	£200.00	Deposit for mower
Haldane Fisher	£69.35	Timber

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

1. Staff Costs for January	£2,387.28
2. P Hartley (expenses)	£126.96
3. E Millington (expenses)	£113.80
4. LCC Pension	£959.13
5. Towers Gornall	£64.80
6. Plusnet	£35.27
7. Easy websites	£27.60

Investments

CCLA investment £25,330.59 at 31st January 2023 (£65.25 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

September to January bank reconciliations for Lloyds saver.

October to January bank reconciliations for Lloyds current.

January bank reconciliations for CCLA.

February bank reconciliations for Unity current and Unity saver.

Transfer of Funds

£10,000 from Unity saver to Unity current to cover payments.

Budget Monitoring

None

THE FOLLOWING ITEMS ARE FOR INFORMATION ONLY

3738 Reports from subject leads and outside body representatives

QEII Playing Field

None

LALC Wyre Area Committee

Cllr Sharples reported that, Wyre Council Chief Executive designate, Rebecca Huddleston will be attending the April Lancashire Association of Local Councils meeting. Cllr Sharples is encouraging all members of LALC to attend as it will give everyone the opportunity to welcome her early in her tenure.

Catterall Village Hall

Cllr Kirkman reported that, thanks to the work of J Finch, the Village Hall has received a grant allowing them to purchase new tables and chairs. The Village Hall is currently seeking a grant towards refitting the toilets.

Catterall Gala

Cllr Bulman reported that the Gala Committee have held their first meeting of the year. This year's gala will build on the success of previous years and will follow the same format.

3739 Clerk's report

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

3740 Action Tracker

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

3741 SPID Report

Councillors **noted** the information contained in the SPID report from Cock Robin Lane NE bound.

3742 Questions to councillors

Cllr Kirkman reported that someone has been playing golf on the playing field. For the safety of other users, a temporary 'No Golf' sign is to be put up on the noticeboard.

Cllr Mackenzie suggested that the green space on the new Wainhomes development would be a suitable space to plant a tree in commemoration of the King's Coronation.

Cllr Brayshaw announced that he has been selected to represent the Parish Council at the King's Garden Party.

3743 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.

3744 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.