



CATTERALL PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING

HELD ON TUESDAY
3rd MAY, 2016 at 7.00pm
ANNUAL PARISH COUNCIL MEETING

AT CATTERALL VILLAGE HALL,
GARSTANG ROAD, CATTERALL

Present: *Councillors; I. Brayshaw, Chairman*
Mrs. P. Bugeja
R. Hill,
D. Sharples,
Gillian Benson, Clerk to the Parish Council,
Wyre Councillor Peter Murphy

2605. ELECTION OF CHAIRMAN

Resolved: Cllr. Ian Brayshaw was elected as Chairman of Catterall Parish Council for one year

Under the Local Government Act 1972 (83(4)) the Chairman signed the Declaration of Office.

2606. ELECTION OF VICE-CHAIRMAN

Resolved: Cllr. J. Finch elected as Vice-Chairman of Catterall Parish Council for one year

2607. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. S. Blanthorn-Hazell, Cllr. J. Finch, Cllr. J. Houghton and Cllr. E. Taylor at this meeting and County Councillor Sandra Perkins.

2608. RESIGNATION

Cllr. S. Blanthorn-Hazell presented his resignation to Catterall Parish Council.

Resolve: To inform Wyre Council and request forms to advertise the casual vacancy.

2609. NOTIFICATION OF INTERESTS

Councillors were asked to state any interests in matters to be discussed at this meeting and reminded that changes to their Register of Interests must be made within 28 days.

2610. MINUTES OF THE LAST MEETING

Resolved: The minutes of the Council meetings held on 5th April, 2016, having been circulated to members were agreed and signed by the Chairman as a true record.

2611. PUBLIC PARTICIPATION

Standing Orders were suspended to receive information.

Wyre Councillor's Report

Cllr. Murphy was asked about planning enforcement in Wyre as Councillors are concerned at the lack of action and wondered if it was a funding issue; however this is not the case. The councillor has seen the first draft of the Wyre Local Plan, which will be out soon; the DCLG is to look at it to update its status, although Lancashire County Council highways

and Highways England are slow on completing their input. It will be presented to each Parish Council individually.

Including Police Report

March Crime – A shed on Joe Lane was broken into but nothing taken, a trailer hitch lock was drilled on Catterall Gates Lane and an offender ran away while their vehicle was being searched when two small amounts of cannabis were found. A car on Nightingale Way had its wiper ripped, a vehicle's rear windscreen was smashed on Garstang Road and a car on Whitewell Close was deeply scratched. The use of racist language to insult was reported. Anti-social behaviour included youths exposing their backsides to a group in Catterall Village Hall and there was a further incident of eggs thrown at a property on Garstang Road.

April Crime – A young girl on the playing field reported being coxed onto the Potato Field by a young man, but would not follow, she ran home and told her parents. A group of 8 x 10-12 year olds were reported for smoking cannabis in the youth shelter. This was reported by a police officer who was on his own, I think, and they wouldn't disperse. He called for reinforcements and the kids ran off. Does the CCTV cover the youth shelter? It may be that we want to extend the CCTV to cover more of the playing field at some point and I could incorporate the costs into a grant application.

The meeting was resumed.

2612. DATES OF FUTURE MEETINGS

Resolved: Councillors noted that Catterall Parish Council will meet on the following dates at 7.00pm at Catterall Village Hall, Garstang Road, Catterall, unless an agreed change is made:

7 th June, 2016,	5 th July, 2016	2 nd August, 2016,
6 th September, 2016,	4 th October, 2016,	1 st November, 2016,
Christmas Tree Switch-on Sunday 27 th November, 2016.		
6 th December, 2016.		
3 rd January, 2017,	7 th February, 2017,	7 th March, 2017,
4 th April, 2017, (Annual Parish Meeting)		
2 nd May, 2017. (Annual Parish Council Meeting)		

2613. ELECTION OF REPRESENTATIVES

Finance Committee

Responsible for the accounts, employee's payments, budgets and recommending the precept.

Councillors J. Finch, R. Hill, J. Houghton and D. Sharples.

Responsible Financial Officer

The Clerk is the Responsible Financial Officer

Bank Signatories

Councillors I. Brayshaw, J. Finch, J. Houghton and D. Sharples. The Clerk is able to access the accounts at the bank, but does NOT sign the cheques.

Internal Auditor

Cloughton-On-Brock audits the accounts for 2015 - 2016

Planning Committee

Meetings called as necessary.

Planning Ambassador - Cllr. I. Brayshaw

Environment Committee

Responsible for the Parish Lengthsman, highways and street scene in the Village and the Green Spaces Committee responsible for Catterall Playing Field, Open Spaces and Play Areas in the Village.

Councillors I. Brayshaw, Mrs. P. Bugeja, J. Finch, and J. Houghton

Parish Lengthsman's up Line Manager - Cllr. I. Brayshaw

Editor and Sub-Editor to the Catterall Crier

Cllr. J. Finch, plus vacancy

Tree Wardens

Councillors Mrs. P. Bugeja and J. Houghton

Catterall Village Hall – 2

Councillors Mrs. P. Bugeja and Mrs. E. Thomas

Catterall Gala – 1

Cllr. L. Taylor

Wyre Area Lancashire Association of Local Councils – 3

Councillors J. Finch, J. Houghton and E. Taylor.

2614. CATTERALL GALA INVITATION

Resolved: Councillors confirmed their attendance at Catterall Gala, the Committee will be informed that three Councillors will be walking on 4th June

2615. STREET NAMEPLATES

Councillors are asked to suggest names for the possible new streets to be created in Catterall. The names of the fallen of WWI are:

Ernest Hall

Richard Parker and

George Lawden Boyes-Stones.

Resolved: That the names of those lost in other conflicts are considered.

2616. QUEEN ELIZABETH 90TH BIRTHDAY CELEBRATIONS

Last month it was suggested to offer a donation to St. Helen's Church to assist the committee with the street party to be held at Catterall Village Hall on 12th June.

Councillors considered a donation.

Resolved: To donate £90 to St. Helen's Church for their street party in Catterall.

2617. WYRE AREA LANCASHIRE ASSOCIATION OF LOCAL COUNCILS

The Chairman of the Wyre Area has sent a letter to each Parish Council asking for comments as to interest more councillors and therefore increase attendance numbers. It was noted that many Parish Council are relying on clerks attending and after Lancashire County Council decline to attend numbers have been dwindling. Councils are being asked to suggest themes to work around; the last meeting was centred on flooding with Wyre Council, the Environment Agency and United Utilities giving presentations. The Parish Champion looks to be attending the next meeting in July.

2618. NEW BENCHES

There is provision for two new benches in the budget and Councillors choose a suitable pair. The benches are made in low maintenance timber effect.

Resolved: To order two dark enviropol benches from Glasdon.

2619. PLAY AREA ON QUEEN ELIZABETH II PLAYING FIELD

Cllr. J. Finch had sent a report on progress of the four companies originally asked to tender for the instillation of a toddler and children's play area. This will replace the existing one installed by Wyre Council. Following discussions the Councillors elected to go with Playdale, from Cumbria.

Resolved: Playdale will be commissioned to create the toddler and children's play area on the playing field.

2620. NEIGHBOURHOOD PLAN

Garstang Town Council is inviting Catterall Parish Council to join forces and hire the services of Planning Aid to give a presentation on how to produce a Neighbourhood Plan. Whilst the Councillors were sceptical that any neighbourhood plan would be recognised by Wyre Council and therefore of any use in planning, it may be Planning Aid is able to produce a workable plan and to this end Catterall Parish Council would be willing to attend the presentation.

Resolved: Catterall Parish Council is interested on attending the presentation, based on the uptake by the other eight Councils.

2621. CATTERALL CRIER

Resolved: Councillors agreed to the final draft with the addition of the play company chosen for the Queen Elizabeth II Playing Field improvements.

Resolved: To approach Catterall Gala to deliver the Catterall crier with their Gala flyer and offer a £60 donation.

2622. PLANNING APPLICATIONS

The following application has been granted:

16/00108/FUL

Proposal: Change of use of agricultural building to create 4 small business units (B1) and creation of service and parking area.

Location: Ripon Hall Farm, Catterall Lane, Catterall

16/00183/FUL

Proposal: Widening of existing farm track and extension to existing agricultural building for calf rearing

Location: Moons Farm, Garstang Road, Catterall

To note

16/00331/HPN

Proposal: Single storey rear extension - the extension would extend beyond the rear wall of the original dwelling by 4 meters, and be no more than 3.6 meters in height, with an eaves height of 2.5 meters.

Location: 56 Cock Robin Lane Catterall

16/00384/LAWP

Proposal: Certificate of lawful development for proposed side dormers

Location: 28A Catterall Gates Lane Catterall

Planning Applications:**Councillors commented on the following planning applications:****16/00347/FUL****Proposal:** Retention of single span storage building.**Location:** Collinson Plc Tanyard Road Catterall Gates Lane Catterall*Resolved: The Parish Council objects to this planning application as it utilises the parking needed to serve the permanent buildings on site. This parking was part of the application for these buildings and additional permanent buildings will over intensify the site.***16/00364/FUL****Proposal:** Single storey side and rear extension**Location:** Moons Farm Garstang Road Catterall*Resolved: The Parish Council has no objections to this planning application and seeks neighbourhood notification.***2623. REPORTS****Wyre Area Lancashire Association of Local Councils**

As stated previously the last meeting covered flooding issues. There was displeasure with Garry Payne who gave apologies at the last minute and sent a Parish liaison officer, who introduced herself and left.

2624. FINANCE**Audit 2015 – 2016***Resolved; Councillors agreed with the presented End of Year Accounts and Annual Financial Statement 2015 – 2016 and this was signed by the Chairman and Responsible Financial Officer.*

The following payments have been received;

1. Bank Interest for 2015 – 2016	£157.47
2. Pilling Parish Council	£ 17.42
3. Rockform – Catterall in Bloom sponsorship	£ 75.00

Councillors resolved to pay the following invoices:

1. Clerk's Salary and expenses	£104.47	
2. Parish Lengthsman Wages and expenses	£ 146.38	
3. M J Wilkinson – Digger Hire	£292.20	
4. Garstang Timber	£ 7.85	
5. Garstang Timber	£ 7.01	
6. T. Hoyles – Hire of Turf Cutter	£ 50.40	Catterall in Bloom
7. C and C Supplies	£ 41.06	
8. Towers and Gornall	£348.00	
9. Mrs. A. Parker	£ 82.40	Catterall in Bloom
10. Sue White Secretarial Services	£ 11.99	
11. B and H Pest Control	£ 30.00	
12. Olive Branch Landscapes	£312.00	
13. Viking – stationery	£279.80	
14. St. Helen's Church	£ 90.00	

Direct Debits/Standing Orders

1. PlusNet	£ 12.00
2. BT	£ 36.07
3. Staff costs	£1,400.00
4. Pension	£297.62
5. CPRE	£ 3.00
6. Easy-web-sites	£ 24.00

Bank Reconciliations and Final Quarter Financial Statement

Resolved: Councillors accepted the bank reconciliations to 31st March and 15th April, 2016 and Financial Statement to 31st March, 2016.

2625. QUESTIONS TO COUNCILLORS**Youth Shelter**

Following the recent problems with those using the Youth Shelter and successive damage to the rendered surfaces inside, Councillors were asked to consider taking down the walls to open up the area. This would leave the roof to allow for sheltering when using the playing field. Consideration will be discussed next month.

There being no further business the Chairman closed the meeting at 8.10pm.

Date

Chairman