



CATTERALL PARISH COUNCIL
MINUTES OF THE
ANNUAL PARISH COUNCIL MEETING

HELD ON TUESDAY
2nd MAY, 2017 AT 7.00PM

AT CATTERALL VILLAGE HALL,
GARSTANG ROAD, CATTERALL

Present: *Councillors;* *I. Brayshaw, Chairman,*
J. Finch, Vice-Chairman,
Mrs. P. Bugeja
R. Hill,
J. Houghton,
K. O'Hanlon,
S. Kirkman,
E. Taylor,
Gillian Benson, Clerk to the Parish Council,

2752. 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.

2753. ELECTION OF VICE-CHAIRMAN

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

2754. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Mrs. S. Bulman and Cllr. D. Sharples.

2755. NOTIFICATION OF INTERESTS

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

2756. MINUTES OF THE LAST MEETING

Resolved: The minutes of the Council meeting held on 4th April, 2017, having been circulated to members were agreed and signed by the Chairman as a true record.

2757. PUBLIC PARTICIPATION

Standing Orders were suspended to receive information.

Police Report

April Crime –A pupil was assaulted by two other pupils whilst walking from school, they followed him home and Police spoke to them through the community resolution route. Unknown persons have caused damage to the newly installed play area.

Anti-Social Behaviour – A driver reported objects being thrown at vehicles from behind Calder Bridge, There were concerns that a female in Catterall was being threatened by her boyfriend and

a group of youths had thrown a can at a house window on Garstang Road and were abusive when confronted.

The Chairman raised the opening of the new Toddler and Junior Play Area last Friday by the MP; Ben Wallace and Catterall Gala Queen. The occasion was well attended and received and many of the kids were thoroughly enjoying themselves.

The meeting was resumed.

2758. DATES OF FUTURE MEETINGS

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:

6th June, 2017, 4th July, 2017 1st August, 2017,
 5th September, 2017, 3rd October, 2017, 7th November, 2017,
 Christmas Tree Switch-on Sunday 3rd December, 2017.
 5th December, 2017.
 2nd January, 2018, 6th February, 2018, 6th March, 2018,
 3rd April, 2018, (Annual Parish Meeting)
 1st May, 2018. (Annual Parish Council Meeting)

2759. ELECTION OF REPRESENTATIVES

Finance Committee

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

Resolved: 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. Houghton and D. Sharples. The Clerk is able to access the accounts at the bank, but does NOT sign the cheques.

Internal Auditor

Mrs. J. Lingings

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, Keepers Wood Way, Open Spaces and Play Areas in the Village.

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

Resolved: Councillors I. Brayshaw, Mrs. P. Bugeja, J. Finch, and S. Kirkman

Editor for the Catterall Crier

Resolved: Cllr. J. Finch

Tree Wardens

Resolved: Cllr. P. Bugeja and Cllr. J. Houghton

Catterall Village Hall – 2

Resolved: Cllr. R. Hill

Catterall Gala – 1

Resolved: Cllr. S. Kirkman

Wyre Area Lancashire Association of Local Councils – 3

Resolved: Cllr. J. Finch, Cllr. J. Houghton and Cllr. E. Taylor

2760. DEFIBRILLATOR

The public subscription to provide a defibrillator in Catterall has, after two years, raised £370. Councillors discussed its future as it was felt that at least one was needed for the village; also as the telephone box has been removed possible locations need considering. A number of possibilities were raised for fundraising to be considered next month.

Resolved: To discuss fully next month in the light of additional information.

2761. PLANNING APPLICATIONS

Councillors made comment on the following planning application:

17/00317/FUL

Proposal: Single-storey front, side and rear extension with two-storey side extension

Location: 15 Meadowcroft Avenue Catterall

Resolved: The Parish Council has no objections to this planning application and seeks neighbourhood notification.

2762. REPORTS FOR INFORMATION

Queen Elizabeth II Playing Field

The new Toddler and Junior Play Area was opened on 28th April and has seen an amount of petty vandalism. A site meeting was held with the Nortech to develop a CCTV system to overlook the play area located in such a position as to cover other facilities as they are installed. The next phase is to source grants for a trim trail with adult outdoor exercise equipment in a circle, giving full access around the field.

River Calder Bank

The Wyre Rivers Trust was unable to hold the meeting last month and will be arranging another date. Volunteers are needed to assist with further prevention from the erosion of the banking on the Queen Elizabeth II Playing Field.

Wyre Area Lancashire Association of Local Councils

This was a good meeting and it is felt that with better information supplied to representatives and more focused speakers more Parish Councils are attending. Neil Stevens, Lancashire County Council Highway Engineer, spoke on what highways can or cannot take into account when presented with planning applications. They too are constraint by regulations including section 278 and 106. It was suggested that the Canal Trust could attend and this raised the work being done between the Parish Councils and Wyre Council at present to restore the towpaths. However; the topic of responsibility for water will be pursued.

2763. FINANCE

Audit 2016 – 2017

Year End Accounts – sent by email

Bank Reconciliation to 31st March – information included

Governance Statement – information included

Accounting Statement – information included

Resolved: Councillors scrutinised these documents and the Chairman and Responsible Financial Officer signed for returning to the external auditor.

Accounts are with the internal auditor at present.

The following payments have been received;

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|-------------------------------------|------------|---------------------|
| 1. Wyre Council – Precept | £65 000.00 | |
| 2. Pilling Parish Council | £ 22.34 | Phone and Broadband |
| 3. Catterall in Bloom - sponsorship | £240.00 | |

Councillors resolved to pay the following invoices:

| | | |
|--|------------|------------------------|
| 1. Lancs. and Merseyside County Training Part. | £ 63.00 | New Cllr. Training |
| 2. Playdale Playgrounds | £38,439.40 | Final payment |
| 3. Clerk's Salary and expenses | £164.36 | |
| 4. Parish Lengthsman Wages and expenses | £353.18 | |
| 5. Houghtons Filling Station | £ 19.47 | |
| 6. Towers and Gornall – Accountants | £666.00 | |
| 7. C and C Supplies | £ 13.30 | |
| 8. Mrs. A. Parker – Catterall in Bloom | £214.44 | Trees and fruit bushes |
| 9. Olive Branch Landscapes – 4 visits | £624.00 | |
| 10. Haldane Fisher | £ 56.48 | |
| 11. Came and Company – increase in insurance | £ 32.87 | Play Area cover |
| 12. Olive Branch Landscapes | £312.00 | |
| 13. G. Benson – refreshments for opening | £ 9.72 | New Play Area |

Direct Debits/Standing Orders

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|----------------|-----------|
| PlusNet | £ 12.00 |
| BT | £ 54.39 |
| Staff costs | £1,440.00 |
| Pensions | £370.49 |
| Easy-web-sites | £ 24.00 |

Bank Reconciliation

Resolved: The Bank reconciliation to 13th April, 2017 was accepted.

2764. QUESTIONS FOR COUNCILLORS

Bank Closing

It was noted that the branch of Lloyds Bank, which the Parish Council uses is to close and as some of the business can only be conducted on a face to face basis alternatives are to be sought.

There being no further business the Chairman closed the meeting at 8.05pm.

Date

Chairman