



## CATTERALL PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING

HELD ON TUESDAY  
4<sup>th</sup> OCTOBER, 2016 at 7.00pm

AT CATTERALL VILLAGE HALL,  
GARSTANG ROAD, CATTERALL

Present:

Councillors; *J. Finch, Chairman*  
*Mrs. P. Bugeja*  
*R. Hill,*  
*J. Houghton,*  
*K. O'Hanlon,*  
*Gillian Benson, Clerk to the Parish Council,*  
*Wyre Councillor Peter Murphy,*  
*Wyre Councillor Shaun Turner*  
*One member of the public*

#### **2673. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. I. Brayshaw, Cllr. D. Sharples and Cllr. E. Taylor for this meeting.

#### **2674. 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.

#### **2675. MINUTES OF THE LAST MEETING**

*Resolved: The minutes of the Council meeting held on 6<sup>th</sup> September, 2016, having been circulated to members were agreed and signed by the Chairman as a true record.*

#### **2676. PUBLIC PARTICIPATION**

Standing Orders were suspended to receive information.

#### **Police Report:**

**August Crime** – Damage to a fence post on Whitewell Close, a leafleter was bitten on the hand by a dog on Old Lancaster Road, and a 17 year old male was headbutted and kicked whilst on the floor, after an earlier verbal altercation with a group of youths. A malicious phone call was made to the home address of a social worker in Catterall and money has been fraudulently withdrawn by an offender who obtained the PIN number of a bank card.

**Anti-Social Behaviour** – Vehicles were reported from a building site, parking on Garstang Road and causing difficulties for other road users, a neighbour dispute on Whitewell Drive and a resident on Nightingale Way reported her daughter had received an abusive phone call. A report of youths who had smashed a bus stop on Garstang Road and a vehicle was blocking Newhaven Drive, causing nuisance and the driver could have been under influence of drugs or alcohol.

**September Crime** – Tools were stolen from a locked van parked at Prospect Court, teenagers damaged the bicycle of a male on Catterall Gates Lane and a portacabin at Franklaw Water Treatment Works was burgled and computer equipment stolen.

**Anti-Social Behaviour** –A female in Baylton Drive reported receiving nasty and threatening messages from a neighbour and a second female reported ongoing nuisance issues from neighbours. Youths, some on mopeds, were causing nuisance on Garstang Road and a male was reported for being abusive when asked to put his dog on a lead while walking it on land belonging to Greenlands Farm.

### **Wyre Councillor's Report**

Cllr. Murphy reported that on barrister's advice the planning application for the major development at Nateby was to be deferred and would not be discussed at the planning committee meeting tomorrow. The Shaping Your Neighbourhood meeting held to discuss the canal towpath was attended by Mark Fenton with some positive outcomes. Grant funding will be sought from the Walney Wind turbines fund and heritage funding. Towpaths vary greatly between parishes with mud and potholes.

The meeting was resumed.

### **2677. VACANCY IN THE OFFICE OF PARISH COUNCILLOR**

The date for an election has passed and no election has been requested, therefore the Parish Council were asked to co-opt a member as soon as practicable.

*Resolved: To co-opt Susan Bulman and inform Wyre Council.*

### **2678. TREE SURGERY ON QUEEN ELIZABETH II FIELD**

The trees to the left of the playing field entrance have reached a height and width that could impinge on nearby facilities and last month the Councillors decided to look into reducing them. Having met with the tree surgeon and Wyre Council's tree officer the clerk reported on the compromise suggested and it was raised that the trees have no TPO status. There was great discussion concerning the removal of any trees, but with the close proximity of telephone lines and houses it was decided to proceed with the removal of two trees and the reduction of remaining five, with work probably starting in November.

*Resolved: The Parish Council agrees to the removal of two trees and reduction of the remaining five.*

### **2679. ENTRANCE GATE AT VILLAGE HALL**

Catterall in Bloom wish to repaint the gate and barrier at the entrance to the car park of Catterall Village Hall. The proposal is to use black Hammerite overall and use yellow florescent tape over the barrier only. This would match with the Memorial Gate. Councillors foresaw no problems and were thankful of the assistance in keeping the area tidy.

*Resolved: To allow Catterall in Bloom to repaint the entrance gate and barrier in black with the barrier having yellow stripes.*

### **2680. FENCE ON PLAYING FIELD**

The fence which runs along the 'hedge' line just inside the roadside step over fence is rotten and needs replacing. The original shrubs were planted to form a hedge, but it has never been laid and therefore they have grown into shrubs. It is still possible to lay these shrubs and add young plants between to create a proper hedge. Councillors considered whether to renew the fence, form a hedge and remove the fence as it rots or form a hedge and renew the fence.

*Resolved: The Parish Council will create a hedge as this is more aesthetic to our rural area, using the saplings brought on and filling in with purchased hedging and to remove the fence as it rots. Also to include daffodils bulbs in the base.*

**2681. NEW LITTERBIN AT THE MEMORIAL GARDEN**

The Parish Council has budgeted for a new litterbin for the Memorial Garden and Councillors were asked to choose a new bin from those on offer at the meeting.

*Resolved: To replace the existing bin at the Memorial Garden with a square Jubilee bin from Glasdon.*

**2682. PLANNING APPLICATIONS**

The following planning non material amendment has been refused:

*15/00504/NOMAT1*

Proposal: Non material amendment to planning application 15/00504/FUL for revised dormer to front (north east) and roof and balcony to rear (south west) elevation

Location: 16 Old Lancaster Road Catterall

**Planning applications**

Councillors commented on the following planning applications:

**16/00793/FUL**

**Proposal:** Retrospective application for the erection of detached garage (resubmission 16/00574/FUL)

**Location:** Highfield Stones Lane Catterall

*Resolved: The Parish Council objects to this planning application and seeks neighbourhood notification. Out of character for a rural setting oversized against Wyre policy and if granted conditioned for domestic use only*

**16/00845/FUL**

Proposal: Amendment to planning application 15/00504/FUL for revised dormer to front (north east) and roof and balcony to rear (south west) elevation

Location: 16 Old Lancaster Road Catterall

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

**2683. REPORTS****Report on Queen Elizabeth II Field**

The funding submission to Lancashire Environmental Fund should be known later this month and encouragingly no further information has been requested. This with the Section 106 money and any a shortfall of about £8,000 being made up by the Parish Council will see the instillation and expansion of a new toddler and young children's play area. Working with Catterall in Bloom the landscaping of the Queen Elizabeth II Playing Field is to be investigated and funding sought for any work to be carried out.

**Catterall Village Hall Car Park Resurfacing Group**

Next meeting on 25<sup>th</sup> October, in the meantime Cllr. Hill has been seeking out firms for resurfacing to establish what is required.

**2684. FINANCE****Audit 2015 – 2016**

The external auditor has completed the Parish Councils accounts. A minor issue has been raised in that section 2 does not add up by £1. The report is presented to Councillors to prevent it happening again.

*Resolved: The Parish Council acknowledges the external auditors report.*

**Donation Requests**

St. Helen's Church Parochial Church Council has requested a donation for the upkeep of the graveyard and Councillors considered this request.

*Resolved: To donate £140 to the upkeep of St. Helen's Church.*

Catterall in Bloom is requesting a donation towards bulbs for the farm trailer. It was raised to the Councillors that the Parish Council granted In Bloom £200 this year and budgeted to sponsor a flower tub, but this didn't happen. Councillors considered an annual budget of £300 from next year and to move £100 into the Catterall in Bloom account at present.

*Resolved: To move £100 in the Catterall in Bloom Account.*

The following payments have been received;

1. Pilling Parish Council	£ 22.12	
2. Pilling Parish Council	£ 4.67	
3. Kirkland Parish Council	£1,444.00	Grounds Main. Contract
4. Kirkland Parish Council	£380.00	Computer
5. Marcus Worthington	£100.00	

*Councillors resolved to pay the following invoices:*

1. Clerk's Salary and expenses	£106.77	
2. Parish Lengthsman Wages and expenses	£348.24	
3. HM Revenue and Customs	£2,036.26	2nd Quarter
4. BDO LLP	£360.00	External Audit
5. C and C Supplies	£ 36.70	
6. Garstang Timber	£ 17.06	
7. Houghton's Filling Station	£ 49.71	
8. DFX Systems	£ 45.00	Computer set up
9. Kirkland Parish Council	£ 94.50	S L C C subs
10. Austin Walmsley Ltd	£234.00	Bench legs Youth shelter
11. Houghton's Filling Station	£	
12. St. Helens Parochial Church Council	£140.00	
13. Mrs. A. Parker	£ 73.36	

#### **Direct Debits/Standing Orders**

1. PlusNet	£ 12.00
2. BT	£ 41.41
3. Staff costs	£1,440.00
4. Pension	£312.03
5. Easy-web-sites	£ 24.00

#### **Bank Reconciliation and Financial Statement**

*Resolved: Councillors accepted the bank reconciliations to 15<sup>th</sup> September, 2016 and the financial statement for the second quarter.*

#### **Draft Budget**

Councillors were presented with a blank budget showing the Parish Council's financial position half way through the year with the explanation that the budget is produced to show what is to be spent next year and this determines the precept. Councillors were asked to put forward proposals for work/projects to be carried out next year, please include costings, to allow the Council to fully consider any ideas? Suggestions of Catterall in Bloom £300 and, following discussions, £1,000 for improvement of the canal towpath through the parish were to be added.

#### **2685. QUESTIONS FOR COUNCILLORS**

**Telephone Kiosks in Catterall**

BT is to remove the telephone kiosks from the junction of Calder Drive and Cock Robin Lane and Old Lancaster Road. Councillors were asked if they wished to adopt the red kiosk on Calder Drive as a location for the defibrillator? However, as the uptake to fund the defibrillator has been so poor, both the defibrillator and kiosk were not considered for the parish.

*There being no further business the Chairman closed the meeting at 8.55pm.*

Date .....

Chairman .....