



CATTERALL PARISH COUNCIL

**MINUTES OF THE
PARISH COUNCIL MEETING**

**HELD ON TUESDAY
5th JUNE, 2018 at 7.00pm**

AT CATTERALL VILLAGE HALL,

Present: *Councillors; I. Brayshaw, Chairman
J. Finch, Vice-Chairman,
M. Butler
Mrs. P. Bugeja,
Mrs. S. Bulman,
R. Hill,
S. Kirkman,
D. Sharples,
Gillian Benson, Clerk to the Parish Council,*

2914. APOLOGIES FOR ABSENCE

Apologies were received for this meeting from Cllr. K. O'Hanlon and Cllr. E. Taylor. Wyre Councillors Murphy and Turner also sent apologies.

2915. 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.

2916. MINUTES OF THE LAST MEETING

Resolved: The minutes of the Council meeting held on 1st May, 2018, having been circulated to members were agreed and signed by the Chairman as a true record.

2917. PUBLIC PARTICIPATION

Standing Orders were suspended to receive information.

Weed Spraying in Catterall

It was raised that recent weed spraying carried out in Catterall by Lancashire County Council contractors were spraying also garden plants. At a time when residents are being encouraged to enhance the village. The Parish Council will inform County through the Councillor.

The meeting was resumed.

2918. GENERAL DATA PROTECTION REGULATIONS

Resolved: Councillors reviewed and agreed the following documents in principle in line with the new General Data Protection Regulations, but that work will continue to tailor these and further documents by the Clerk and Cllr. J. Finch.

Information and Data Protection Policy

Retention and Disposal Policy

The Management of Transferable Data Policy

Social Media and Electronic Communication Policy
 Email Contact Privacy Notice
 Councillors Privacy Notice and
 General Data Protection Regulations (Service) Consent to hold Contact Information form
 and to sign this as consent to hold your information as a member of Catterall Parish
 Council.
 Data Audit Schedule

2919. PUBLIC RIGHTS OF WAY – LOCAL DELIVERY SCHEME

Lancashire County Council is offering the scheme again this year and asks if Catterall Parish Council would wish to opt in? There is a one-off payment of £250 to be used for vegetation clearance around gates, stiles etc. and up-growth such as nettles, brambles etc. growing through the surface of the paths.

Resolved: Councillors wished to continue with the scheme.

2920. VILLAGE GATEWAY SIGN

Catterall In Bloom is asking for input for a gateway sign to be placed at the western end of Cock Robin Lane. The owner of the grass verge has agreed and a Lancashire County Council license will be sought.

Resolved: Councillors considered images with a farming theme would be most acceptable.

2921. PLANNING APPLICATIONS

Application Refused:

18/00361/FUL

Proposal: Creation of a vehicular access with dropped kerb and parking to frontage

Location: 106 Garstang Road Catterall

Discharge of planning conditions:

14/00681/DIS8

Proposal: Discharge of condition 15 (Site Investigation) on planning application

14/00681/OUTMAJ

Location: Land At Daniel Fold Farm Daniel Fold Lane Catterall

14/00681/DIS9

Proposal: Discharge of condition 9 (surface water) and condition 10 (foul water) on planning application *14/00681/OUTMAJ*

Location: Land At Daniel Fold Farm Daniel Fold Lane Catterall

14/00681/DIS7

Proposal: Discharge of condition 15 (site investigation) on application

14/00681/OUTMAJ

Location: Daniel Fold Farm Daniel Fold Lane Catterall

Planning applications considered:

18/00485/FUL

Proposal: Single storey rear extension (following part demolition of existing conservatory)

Location: 55 Meadowcroft Avenue Catterall

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

2922. REPORTS FOR INFORMATION**Report on Queen Elizabeth II Field**

Cllr. J. Finch confirmed a grant of £20,000 to be used with the Leader Grant of £165,000 towards the improvements on the playing field. She stressed that during the time taken to conform to the many demands of the grant application the play equipment companies held their quote prices until a firm confirmation was given by the Parish Council.

Resolved; Councillor's approved deposit payments on the work and equipment:

Fletchers – circular path – 40% deposit - £21,235.00

Streetscape – exercise equipment – no deposit – (£12,795.00 + VAT)

Playdale – older children's play area – 20% deposit - £15,664.67

HAGS – wheeled play equipment – no deposit - £56,751.60 + VAT

Resolved; Councillors accepted the Safeguarding Children, Young People and Vulnerable Adults Policy for the playing field.

Report of the representative on Catterall Gala

The Chairman reported on a good turn out on the day and thanked Tim the Parish Lengthsman for his diligence prior and after the Gala in ensuring the village was tidy, but also that he had patched many of the potholes in the Village Hall car park.

2923. FINANCE**Audit 2017 – 2018**

Resolved: Councillors accepted the internal auditors report and asked the clerk to make recommendations for next month's meeting.

The following payments have been received;

1. Pilling Parish Council	£184.82	Phone and Broadband
2. Kirkland Parish Council	£744.00	Grounds Main.
3. Catterall In Bloom donations	£250.00	
4. H M Revenue and Customs – VAT	£2,257.96	

Resolved: Councillors resolved to pay the following invoices received:

Cheque	Payee	Amount	Details
2221	G. Benson	£83.75	Salary (42.10) expenses (41.65)
2222	T. Hoyles	£490.23	Wages (371.43) expenses (118.80)
2223	C and C Supplies	£169.40	
2224	Haldane Fisher	£34.18	15.94+18.24
2225	Olive Branch Landscapes	£624.00	Mowing field peripheral twice
2226	Houghtons Filling Station	£11.00	Petrol
2227	J. Lingings	£100.00	Internal Auditor
2228	Jon Cuff Electrical	£185.34	Defibrillator wiring
2229	Sue White Secretarial Services	£34.59	laminating/printing/paper
2230	Fletchers Gardens and Driveways	£21,235.00	Circular path - deposit
2231	Playdale – older children's equipment	£15,664.67	Equipment deposit.
2232	Mr. K. O'Hanlon	£ 64.98	Catterall In Bloom
2233	Mrs. A. Parker	£180.49	Catterall In Bloom
2234	Nortech Security Systems	£1,630.44	CCTV Pole
2235	Parish Magazine Publishing	£169.00	Catterall Crier

Direct Debits/Standing Orders

BT	£ 54.85
Staff costs (370 + 370 + 800)	£1,540.00
Pensions (366.31+17.71 + 22.30)	£406.32
Easy-web-sites	£ 24.00

Bank Reconciliation

Resolved: Bank Reconciliation to 13th May, 2018 was accepted by Councillors.

Bank Transfer between accounts

The clerk was given permission to transfer funds into the current account to cover the above unusually large amounts.

Resolved: To update Financial Regulations to allow the clerk to transfer between accounts.

2924. QUESTIONS FOR COUNCILLORS

Academy Footpath

Cllr. Mrs. S. Bulman reported contact with Cllr. Webster as to work on the footpath from Garstang Academy through to Garstang as a safer route for pupils.

Poppy Trail

Garstang Heritage Society is creating a poppy trail and asks Catterall Parish Council if they would like the Memorial Garden to be included with a plaque at a cost of £20? Councillors were keen that not only the Memorial Garden but the Memorial Gate and Peace Garden are included and will contact Garstang Heritage Society.

There being no further business the Chairman closed the meeting at 7.50pm.

Date

Chairman