



CATTERALL PARISH COUNCIL

MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING

**2nd JUNE, 2020
AT 7.00PM**

Present:

Catterall Parish Councillors;

*I. Brayshaw, Chairman,
J. Finch, Vice-Chairman
Mrs. S. Bulman,
S. Kirkman,
Mrs. J. Mackenzie,
K. O'Hanlon,
D. Sharples,
Gillian Benson, Clerk to the Parish Council*

3186. APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Mrs. G. Balshaw for this meeting.

3187. VACANCIES IN THE OFFICE OF PARISH COUNCILLOR

The time has passed for an election and Councillors will co-opt to fill the vacancies as soon as practicable. Advertising the positions is deferred until interviews are possible.

3188. NOTIFICATION OF INTERESTS

Councillors are asked to declare any interests on the agenda items and reminded that changes to your Register of Interests must be made within 28 days.

3189. MINUTES OF THE LAST MEETING

Resolved: Minutes of the Parish Council meeting held on 5th May, 2020 having been circulated were signed as a correct record.

3190. PUBLIC PARTICIPATION

The meeting was adjourned to allow residents to speak.

Wyre Council's bin collection service

A Catterall resident's green bin was damaged by Veolia when emptying and told it would be replaced free, as they had caused the damage, but Wyre Council took payment for the replacement. The matter was raised with Wyre Councillor Webster and will be chased up.

The meeting was resumed.

3190. Lancashire County Council Public Rights of Way Scheme

Resolved: Catterall Parish Council will sign up to this scheme.

Circus Dates

Due to the present constrictions the circus has rearranged their tour dates, risk assessments for smaller shows and payment arrangements. The tour is to start mid-July and will arrive in Catterall 9th August; leaving 16th August.

Resolved: Councillors discussed the necessary changes and agreed to the dates.

3191. PLANNING APPLICATIONS**Refused:**

19/00994/FUL

Proposal: Use of building as nursery for up to 58 children. Addition of first floor with a hipped roof and rear extension with balcony over.

Location: 26 Cock Robin Lane Catterall

3192. REPORTS FOR INFORMATION ONLY;**Report on Queen Elizabeth II Field**

Goal posts; Contractors are not back at work to ask for quotes.

Tim was contacted, as he and Graham 'planted' them, they are at least 3 foot deep and lots of cement was used. They have 'feet' welded to the base to stop removal and prevent any movement.

The Chatty Bench still needs fixing on the Queen Elizabeth II Playing Field, but again contractors asked are unable to give quotes.

Catterall in Bloom

Wyre Council is honouring their grant for North West in Bloom; the team is planting up the nearest displays to their home as they are unable to work together. Plants are being purchased with a start shortly.

Catterall Parish Council Facebook Page

Cllr. S. Kirkman reported the success of the page; followers have increased to 340.

Legal requirements for Council websites

In January the clerk and website company attended training on website accessibility; this is to offer access to everyone. The Parish Council's website needs an overall to set up this accessibility; the process will take a couple of days, will be rewritten and will look slightly different. Councillors accepted this legal and necessary update.

3193. FINANCE**Audit 2019 – 2020**

AGAR Internal Audit signed page.

Internal Auditor's Report and Parish Council's action plan

Resolved: Councillors considered the documents and finalised the action plan, covering clerk's work allocation, recording policies in the minutes, using the General Power of Competence supersedes S137 and this will be removed from the budget. The Chairman to sign off the quarterly budget monitoring reports and reasons minuted.

Resolved: The AGAR, bank reconciliation, account variances and public notice is displayed on the website and the public notice is displayed on the noticeboards.

Accounts:

The following payments have been received;

1. HMRC VAT Claim	£10,669.04
2. Kirkland Parish Council	£ 50.00
3. Pilling Parish Council	£ 22.59

Resolved: Councillors resolved to pay the following invoices received:

Cheque	Payee	Amount	Reason
2479	Viking*	£389.42	Re-issue
2480	G. Benson	£ 11.48	Clerk's reimbursements
2481	Defib Store	£ 47.94	New adult pads
2483	Alison May	£150.00	Internal Auditor
2485	Olive Branch Landscapes	£632.02	Grounds Maintenance
2486	Houghtons Filling Station	£ 3.87	February, 2020
2486	Houghtons Filling Station	£113.01	March 2020
2486	Houghtons Filling Station	£ 75.54	April, 2020 £192.42
2487	Mrs. A. Parker	£123.80	Catterall in Bloom
		£1,547.08	

* Cheque re-issued to Viking for stationery the original cheque was destroyed at the start of lockdown due to the Coronavirus crisis.

Direct Debits/Standing Orders

BT	£ 73.89
Easy-web-sites	£ 27.60
Staff costs: May	£2,828.89

Bank Reconciliation

Resolved: Bank Reconciliation to 15th May was accepted by Councillors.

3194. QUESTIONS FOR COUNCILLORS

Cloughton Recycling Centre

Tips are slowly being opened, but not our local one at Cloughton, the RE-Use shop on site is to close as the charity leaving. There was concern this could lead Lancashire County Council to close the tip again. Parish Council to raise with County Cllr. Atkinson.

Baylton Drive Pavements

The surface of Baylton Drive's pavements is in a bad state of repair and getting dangerous and this will be raised with County Cllr. Turner.

Canal Towpath

The Lancaster Canal passes through Catterall between the mile stone near to Stubbins Lane and the other side of the canal basin. Last month County Cllr. Turner urged the Parish Council to provide exercise areas during Covid 19 and suggested upgrading the canal towpath.

There being no further business the Chairman closed Catterall Parish Council meeting at 7.25pm.

Date

Chairman