



## **CATTERALL PARISH COUNCIL**

### **MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING**

**1st SEPTEMBER, 2020**

*Present:*

*Catterall Parish Councillors;*

*I. Brayshaw, Chairman,*

*J. Finch, Vice-Chairman*

*Mrs. G. Balshaw,*

*Mrs. S. Bulman,*

*S. Kirkman,*

*K. O'Hanlon,*

*D. Sharples,*

*Gillian Benson, Clerk to the Parish Council*

*Lancashire County Councillor and Wyre Councillor S. Turner*

#### **3222. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. Mrs. J. Mackenzie for this meeting.

#### **3223. 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.

Cllr. J. Finch declared an interest as living on Cock Robin Lane.

#### **3224. MINUTES OF THE LAST MEETING**

Resolved: Minutes of the Parish Council meeting held on 4th August, 2020 having been circulated were signed as a correct record.

#### **3225. PUBLIC PARTICIPATION**

Standing Orders were adjourned to allow residents to speak.

#### **Lancashire County Council**

Cllr. S. Turner reported on the weight limit of 7.5 tonnes on all vehicles using Cock Robin Lane and Joe Lane; the traffic signs will be ready in two weeks for Joe Lane. HGVs are to use Westfield Drive, but companies have told Lancashire County Council this is not physically possible due to the location of the pedestrian crossing on the A6. County is working with the developers at the Miller Homes Site to re-design the junction to a useable access. Once the traffic signs are in place instructions will be sent to seal the Road Traffic Order.

Claughton Recycling Centre is classed by Lancashire County Council as low priority and staff were redeployed at other centres. Cllr. Turner has suggested part time opening for consideration by the executive.

Covid 19 has caused numerous recent lockdowns in Lancashire, but these are hyper-local caused by home transmission rather than shops and businesses. Wyre has a very low infection rate fairing best in the 12 districts at 2:100,000.

Planning enforcement at the junction of Baylton Drive and Garstang Road was raised as Baxter's are yet to complete the planning conditions; Wyre Council is working to resolve this.

The rough state of Baylton Drive footways was again raised with Lancashire County Council claiming most reports do not reach the intervention levels. Cllr. Turner will re-visit Baylton Drive for photos and chase up within County.

Standing Orders were resumed.

### **3226. FINANCE QUERY**

The Parish Council queried the accountant's annual charge; further enquiries have been made, but no conclusion to date.

### **3227. DONATION POLICY**

Councillors were presented with a donation working policy; the wording on donations and events will be re-written for consideration next month.

### **3228. CHRISTMAS TREE**

Councillors resolved to have the two Christmas Trees this year as positive action for residents to look forward to and show some normality is returning. There was a suggestion for a virtual switch-on at the Village Hall site for those who are unable to attend.

Councillors will form a committee to consider and formulate the order of lighting ceremony, responsibilities and risk assessments.

*Resolved: Christmas Committee to carry out the duties around the tree ceremony.*

### **3229. STANDING ORDERS, CODE OF CONDUCT, FOI PUBLICATION SCHEME AND FINANCIAL REGULATIONS**

*Resolved: These documents will be reviewed in February as part of an annual governance review, but only if there are changes throughout the year.*

*Resolved: A timetable will be formulated for reviewing policies and procedures.*

### **3230. NEW PLANNING REGULATIONS**

*Resolved: The Parish Council declines to comment on this occasion.*

Councillors were presented with three lengthy Government consultation documents.

### **3231. COMMEMORATIVE PLAQUES FOR FALLEN RESIDENTS**

The Chairman asked the Council to consider marking Catterall's fallen resident's homes with an appropriate plaque? Discussions led to problems identifying residents and where they lived. WWI residents who died in battle have been documented and featured in the Memorial Gate leaflet produced when the gate was officially blessed.

*Resolved: To use Facebook to ask for appropriate persons known to have born/lived in Catterall*

### **3232. CLAUGHTON RE-CYCLING CENTRE**

The Parish Council had written to County Cllr. Atkinson twice about the tip, the latest being an appeal to open the recycling facility without the re-use shop; but were informed this was not considered possible. Since this Lancashire County Councillor Turner has suggested to the executive opening up part time only, this is to be considered.

**3233. POTENTIAL TYPES AND DESIGNS FOR A FLAGPOLE**

Cllr. K. O'Hanlon has researched various flagpoles, but asks for guidance as to the specifications required by the Parish Council? After discussions the size and type of pole was settled; planning permission will probably be needed.

*Resolved: The flagpole will be fibreglass, 8 metres with internal lanyard, finial and on a hinged baseplate.*

*Resolved: To apply for planning permission from Wyre Council.*

**3234. BIN FOR QUEEN ELIZABETH II PLAYING FIELD**

The Cock Robin bin near the play area is overflowing with picnic waste, making it difficult to empty or keep up with the rubbish. The Parish Lengthsman suggested the Parish Council considers another litter bin in the picnic area.

*Resolved: To purchase a second 'animated' litter bin in the form of a blue parrot.*

**3235. PLANNING APPLICATIONS****Granted Planning Applications:**

*20/00496/FUL*

Proposal: Erection of new carport and front porch (following demolition of existing garage and entrance porch) and replacement boundary walls and fencing

Location: Calder Springs Stones Lane Catterall

**Discharge of Planning Conditions granted:**

*18/00822/DIS*

Proposal: Approval of details reserved by conditions 5 (Landscaping including biodiversity enhancements), 9 (Ground levels / earth works), 11 (CEMP), 12 (Boundary Treatment), 14 (Contamination), 15 (Historic Report) and 21 (Tree Protection) on planning permission 18/00822/FULMAJ

Location: Catterall Lodge Farm Garstang Bypass Road Catterall

*18/00822/DIS4*

Proposal: Approval of details reserved by conditions 7 (drainage management and maintenance plan) and 23 (details of housing for older people) on application 18/00822/FULMAJ

*18/00822/FULMAJ*

Location: Catterall Lodge Farm Garstang Bypass Road Catterall

*18/00822/DIS3*

Proposal: Approval of details reserved by conditions 16 (highways - off site works) and 17 (estate management) on application 18/00822/FULMAJ

Location: Catterall Lodge Farm, Garstang Bypass Road, Catterall

**Planning Applications to consider and comment:**

***20/00754/COUR***

**Proposal:** Prior notification for change of use from agricultural building to an equipment storage building

**Location:** Catterall Lodge Farm Garstang Bypass Road Catterall

*Resolved: The Parish Council has no objections to this planning application; to be conditioned to keep the use for the purpose applied for and subject to further planning application for change of use.*

**3236. REPORTS FOR INFORMATION ONLY;****Report on Queen Elizabeth II Field**

Cllr. J. Finch reported on the final planting and landscaping on the Queen Elizabeth II Playing Field; which have prompted some pleasant comments. The funding used for the improvements was European money and during consultations the Councillor discovered the funding stream is to be run by the British Government now rather than Europe.

**Catterall Village Hall**

The hall is not open to the public; with risk assessments required to manage the site.

**3237. FINANCE****Accounts:**

The following payments have been received;

1. Pilling Parish Council £ 22.70

*Resolved: Councillors resolved to pay the following invoices received:*

Cheque	Payee	Amount	Reason
2506	Gary Ellison	£380.00	Tree maintenance
2507	Houghtons Filling Station	£ 49.37	Fuel
2508	C and C Supplies	£ 5.72	Fixings for signs
2509	Preston City Council	£105.68	Covid banners
2510	Mrs. G. Nickson – Garden Angel	£539.70	QE II improvements
2511	Olive Branch Landscapes	£632.02	Grounds Maintenance
2512	Kirkland Parish Council	£102.00	Subscriptions
2513	Haldane Fisher	£ 42.84	Anti-viral cleaner
2514	Mrs. A. Parker	£ 84.87	Catterall in Bloom
		£1,942.20	

**Direct Debits/Standing Orders/Transfers**

Parish Lengthsman reimbursements	£ 32.90	
Clerk's reimbursements	£ 20.73	
Fletchers Garden and Driveways Ltd.	£6,476.00	QE II landscaping
BT	£ 53.42	
Easy-web-sites	£ 27.60	
Staff costs: August	£2,052.43	

Kirkland Parish Council shares the use of the broadband and telephone and this was included as part of the Parish Lengthsman contract. This contract has closed therefore the Council is to be invoiced for connection to the internet and phone.

**Parish Council Staff**

The NJC has agreed the new pay scales for 2020 – 2021 to be implemented from 1st April, 2020. Under employment contract these will be back dated for the clerk and lengthsman.

**Bank Reconciliation to 15th August**

*Resolved: Bank Reconciliation to 15th August, 2020 were accepted.*

**3238. QUESTIONS FOR COUNCILLORS**

**Wasps on Queen Elizabeth II Playing Field**

A Miner wasp's nest near to sluice has been dealt with and the other nest in the roof cavity of the Youth Shelter has moved out.

**Queen Elizabeth II Playing Field**

The landscape project manager has prepared a plant list for each area of the newly planted areas on the playing field, for reference.

*There being no further business the Chairman closed  
Catterall Parish Council meeting at 8.15pm.*

Date .....

Chairman .....