

MINUTES OF THE ORDINARY MEETING OF CATON - WITH - LITTLEDALE  
PARISH COUNCIL HELD AT THE VICTORIA INSTITUTE  
ON TUESDAY 8 MARCH 2016.

PRESENT: Councillors : G Beckett, H Diggle, R Elvis, R Gibbons, K Hill, C Kynch, D Nesbitt, R Paine, M Skeldon & J Walmsley. S Brown, Clerk. Tim Blythe from Lancashire County Council Countryside Services. Mrs P Woolgar, Mrs A Harry & Mr D Walmsley, Residents

16/154 ) Open Session following which the meeting will be convened. Tim  
16/161 ) Blythe spoke about the cessation of Countryside services, due to large budget cuts, which have to be in place by 2018, at County Council :

There are three areas of concern: Flooding, Public Rights of Way and damage to Pic-nic Sites & Long Term Issues. Possible sale of assets has been considered; expressions of interest have been made and there are possibly 20 Bio Diversity sites that might be taken over, one of which could be the Crook O Lune.

The Tarmaced areas will soon be the responsibility of the County Council's Highways Dept, but the verges and land either side will need to be maintained by someone else. The Litter Bins, Dog Bins and Guided Walks will be taken away, notices to take litter home will be in place.

The toilets will not be cleaned every day by the Council, possibly only twice a week in 2017-18. Mr Blythe asked for the Parishes support by sending in their comments by 25th March – Cllr Walmsley will draft a response to circulate, emphasising the value of the cycle track for tourism & trade in the local area.

At the Crook O Lune, the Car Park is in Halton Parish, the Pic-nic Site is in Quernmore Parish and the Cycle Track in Caton, can the parishes work together ?

16/161 Cllr Nesbitt has arranged a meeting for 14<sup>th</sup> March, to collate what can be done by the AONB, Countryside Services and possibilities for funding of a lengthsman. Ranger service is also being taken out, tidying and guiding will be lost. The full impact of work / hours needed for a lengthsman will to be considered.

16/163 Residents expressed an interest in assisting with the Neighbourhood Plan (see below for detail )

The meeting proper convened.

16/155 **To Receive Apologies for absence.** Cllr Thompson, Unwell

- 16/156      **To approve Minutes of Meeting held on 9 February 2016 and sign them as a true record.** Proposed Cllr Nesbitt, seconded Cllr Elvis. Cllr Walmsley signed the minutes.
- 16/157      **To Receive Declarations of Interest & authorise Dispensations.**  
None.
- 16/158      **To Consider and Approve Policing and Community Together Matters.** No Report, the clerk will ask for one to be sent next month
- 16/159      **To receive and approve County & District Councillor's Reports.**  
None – Cllrs Parkinson & Jackson not present.
- 16/160      **To Receive updates from Lancaster Bus Users Group, LALC ; To consider plans for any future action.**

Next LALC Meeting is in April, Mary Jackson is keen to get both sides of the River Lune active in stimulating interest. Some reprieve of the proposed cuts seem likely with another early evening bus coming out of Lancaster for the workforce. Cllr Walmsley will contact other Parishes in the Lune Valley, to ascertain what interest there is in working together. The next Local Bus Users Group meeting is in Lancaster Library on 17 March.

- 16/161      **To Consider Cessation of Countryside Services from 2018** The Impact on the Crook O Lune & receive a report from the Working Party on using a lengthsman & decide on future action. ( See Above )

- 16/162      **To Consider Planning Applications received and note decisions.**

16/0027/TPO    Works to two Scots Pines at 15 Greenfields, Caton LA2 9QY. Resolved No Objections

16/00100/LB    The Old Church House, Littledale Road, Quernmore LA2 9EX. Listed Building Application for the retention of rear porch and introduction of cladding to the retained structure.  
Resolved : No Objections

- 16/00239/FUL    2 Broadacre, Caton, Lancs LA2 9NF : Erection of single storey rear extension and construction of a dormer to the rear.

A neighbour has objected on the grounds that their garden will be overlooked by the new extension. Resolved : Clerk to notify the Planning Dept that the Parish Council understand the concerns but feel there are no formal grounds to object.

16/163      **To Consider establishing a new Working Group on the Neighbourhood Plan**, with permission to set up a Project Group involving residents and councillors in order to start work on a Neighbourhood Plan :

There has been insufficient support to make a full Plan reasonable. A recent presentation given by Kirkwells, shows they would do a lot of the work, they know the regulations and could assist in drafting the Plan and apply for funding to cover their costs. It does not have to be a big project, just focussing on the new development of land, design & density impact.

Resolved there would be a Working Group set up, with Cllrs Diggle, Hill, Kynch and Walmlsey.

16/165      **To Consider SPiD : sharing with Gressingham Parish Council :**

The Clerk has confirmed the insurance covers the SPiD whilst in use outside the Parish. Resolved that the SPiD can be shared; the Clerk is to draw up an agreement in which Gressingham makes a reasonable contribution for the battery charging and mileage. ( *I have no note of a proposer nor seconder here ?* )

16/166      **To Consider location and type of Cycle Racks to be installed in the village.** Deferred to next meeting, more information needed.

16/167      **To Consider Highways and Footpath Matters Etc** - including Bus Stop Marking outside 160/162 Brookhouse Rd, SAT NAV Road Sign at Holme Lane, Post Boxes update. Possible adoption of New Street near St Paul's Church :

Bus Stop Markings : No progress, Cllr Nesbitt will chase up. Traffic Regulations to be checked re parking at a Bus Stop. SAT NAV Sign : County say no sign necessary as a NO HGV sign is up and should be sufficient, there is no record of any damage by large vehicles on Holme Lane. Cllr Gibbons will continue with explorations; Post Boxes : Cllr Nesbitt will chase up, suggested sites for boxes was rejected; Cllr Walmlsey will ask City Cllr J Jackson to deal with this matter.

Adoption of New Street : The Burial Ground is Parish Council's responsibility, so there is scope for the Church and Parish Council to work together to make good this driveway. Suggestion that the PC could part fund any tarmac ( or any other suitable surface ) if Church apply for match funding. Cllr Nesbitt has written to the Church Warden and will discuss at the next PCC meeting in March.

The clerk is asked to write a letter to the Church Warden expressing the Parish Council's interest, but not committing to any funding at this time.

There the road sign at the top of Holme Lane blew off in the recent gales; Cllr Gibbons has asked for another to be erected.

Car Park light : This is still ongoing, Cllr Gibbons will liaise with Willans to get the job done without delay. Cllr Gibbons authorised to spend up to £100 on photocell

(8.45pm Cllr Kynch left the meeting, health reasons )

**16/168 To Consider Entering Lancashire's Best Kept Village Competition**

Resolved that this year no entries would be made, as a lengthsman is needed, but not yet in place. The Baptist Church has offered to do a litter pick in the Spring, it should be advertised in the LINK once a date has been set. Bags needed should be obtained from City Council, there is some equipment in the VI store.

**16/169 To Consider and sign the Deed of Grant of Easement :**

To allow the Environment Agency Access along Station Road to river gauging station. It was Resolved that Cllr Walmley, as Chair, could sign the deed. Proposed Cllr Paine, Seconded Cllr Skeldon. The Clerk will take the document to the Solicitors later in the week.

**16/170 To Consider the dedication of Moor Platt seating area to Caton with Littledale :**

There is no need for any transfer of land to take place; a licence can be granted by County Council. The Clerk has measurements of the planter and will provide the indemnity proof to the County Council, after which the planter can be installed.

**16/171 To Consider alternative locations for a new Parish Noticeboard at Brookhouse.**

The existing notice board at Wavecrest has blown down and the owners have requested that the new noticeboard be placed elsewhere. The Post Office wall is a suitable ; the Clerk will give measurements to Cllr Gibbons, who will ask permission at the Post Office and report back

**16/172 To Consider update on action to be taken regarding drainage of the Sports Field;** the contact for the pavilion has now been supplied, the clerk will send a letter requesting they turn off the stop tap to reduce the overflowing water.

**16/173 To Consider Annual Parish Meeting in May,** establish a suitable date and decide on a topic : Cllr Walmley will liaise with St Paul's School, the venue for this year. This year's topic suggestions were

the Bus Cuts and Neighbourhood Plan. An earlier date in May is preferred.

**16/174 To approve Accounts for Payment & add new Councillors to cheque signatory list at Bank :**

Clerk's Salary for March : S Brown	£ 331.98
HMR&C for PAYE Tax due on salary	£ 12.00
Expenses for the month, inc Travel; S Brown	£ 52.65
Victoria Institute, Meeting February	£ 24.75
Lancashire County Council – Car Park rent	£ 120.00
LALC Subs 2016-17 Year	£ 560.94
Lancaster City Council Play Sand for Fell View	£ 717.60

**Monthly Standing Orders : March**

Victoria Institute, Admin Grant	£1000.00
Victoria Institute, Public Toilet Cleaning	£ 152.00
Mr B Postlethwaite, to open/close public toilets	£ 40.00
Ms J Hudson-Mather, Fell View zip wire locking	£ 40.00

Proposed Cllr Beckett & Seconded Cllr Diggle. The Bank signatory Forms are now completed and the clerk will forward, they now include ALL councillors.

**16/175 To Consider a new Parish Clerk:** There have been two applicants to date, interviews will take place next week. The Clerk will arrange mutual times for handing over work and familiarising the new Clerk with ongoing matters, with a view to the new clerk starting on 1<sup>st</sup> April.

**16/176 To Consider planting a sapling alongside the Oak Tree at the Fish Stones; Update on trees for the War Memorial :**

Cllr Hill is arranging to get a sapling, Maxine Knagg will give advice about planting within the Oak Tree. The new trees for the War Memorial Garden have been ordered, Cllrs Elvis & Gibbons will assist in siting the Christmas Tree.

**16/177 To Consider an Annual Inspection of Fell View Play Park equipment:**

The quarterly inspection in January did not take place due to circumstances beyond control. Paul Cocker at City Council is arranging for a new inspector. In the meantime, the insurance company expect the Parish Council to be making regular checks for wear and tear. The Clerk is to check the insurance documents

It was Resolved that the Clerk should ask for an Annual inspection from PI, to check all equipment is secure and safe, for insurance requirements. Also resolved

that the Parish Council accept the quote from City Council, for 4 quarterly inspections and have £100 towards any minor repairs. Proposed Cllr Paine, Seconded Cllr Elvis.

**16/178 To Consider reports from Outside Bodies & Working Groups;.**

Twinning : The trip to Socx goes on Thursday 29<sup>th</sup> March, Still some places left. There is a meeting on Monday 21 March to finalise arrangements for the trip.

Victoria Institute : The money recently lost has been recovered, there is an still an ongoing court case. FVPPAG : There is a meeting on Saturday, The Clerk is to remind Cllr Kynch that three quotes are needed for new play equipment and ask if they have requested any charitable funding towards new items.

LALC, meeting in April; Finance Group : No Report; Village Website : NO Report, Tricia Griffiths has offered to run a Facebook page for the village, it should NOT make reference to the Parish Council.

**16/179 To note Correspondence received ( and see below )**

Clerk's magazine, Pensions Regulation Information, Confirm SKB will do Year End Accounts & Audit Commission work, Clear Up at the Crook O Lune 19 March.

**16/180 To note the date of the next Parish Council meeting - Monday 11 April 2016** *Agenda closes Tues 5 April, Delivery and Notices posted will be Wednesday 6 April.*

Confirm Training Attendance on Tuesday 12<sup>th</sup> April at VI at 7.00pm – Should be Ten Councillors and the new clerk. SKB to notify Marion at County Training.

**Correspondence :**

CLEAR UP AT CROOK O LUNE : Thank you for the interest shown in our planned clear up of the Crook of Lune picnic site. The date for the clear up will be Saturday 19 March. Starting at 10, finishing approximately at 4. Tasks planned will be : Removing remaining debris from memorial planting area, Removing debris from streams. Clearing scattered silage from part bales. Removal of damaged signage. Regards. **Andrew Greenwood MACMA JP, Head Ranger Sites and Access, Lancashire County Council** M: 07795 222 682 T: 01995 61046 W: [www.lancashire.gov.uk](http://www.lancashire.gov.uk)