

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 13th June 2017 at 7.15pm.

Present:

Cllr R Elvis, Cllr R Gibbons, Cllr K Hill, Cllr R Paine (vice – chairman), Cllr Kynch, Cllr Huddleston, Cllr Nesbitt, Cllr Beckett and Cllr Skeldon.

G Mason - clerk to the parish council.

Four members of the public.

Cllr Paine will act as chairman for this meeting.

17/80 Apologies for absence.

Cllr Walmsley and Cllr Thompson.

17/81 To consider and approve the minutes of the ordinary meeting held on Tuesday 9th May 2017.

It was resolved that the minutes of the previous meeting were approved and signed by Cllr Paine after the following correction: Pennine Playgrounds would be inspecting the playground not Playdale.

Proposed by Cllr Paine.

Seconded by Cllr Elvis.

17/82 Declarations of interest and dispensations.

None received.

17/83 Open forum.

Mr Hugh Stewart from the Peak and Northern Footpath Society attended the meeting to talk to the parish council and the parishioners about the surrounding footpaths and the reporting of repairs and maintenance. The paths are monitored every two years by volunteers and if there is any repair or vegetation overgrowth this is reported to LCC. If no action is taken within six months the society has a solicitor who will follow up the work requests with LCC.

Parishioners can report needed repairs and maintenance to Mr Stewart or the parish council. The parish council will also liaise with Mr Stewart on any updates they receive.

17/84 Chairman's rota.

The clerk obtained information from LALC regarding options for the parish council to continue without a chairman. There are two options: Two councillors can share the position of chairman and split meetings and any responsibilities, or the parish council can create a rota, so each councillor chairs one meeting per year.

It was resolved that a rota be created to allocate a councillor to each meeting for the year.

Proposed by Cllr Paine

Seconded by Cllr Skeldon

The following months will be chaired by these councillors: July - Cllr Elvis, September - Cllr Skeldon, October – Cllr Huddleston.

17/85 Planning applications.

1.Application No. : 17/00339/FUL

Proposal : Demolition of detached garage, erection of a single storey side and rear extension and first floor rear extension

Site Address : 52 Quernmore Road, Caton, Lancaster, Lancashire, LA2 9NE

The parish council has no observations.

2.17/00538/FUL

Proposal : Erection of a two storey side extension, single storey rear extension and front porch extension

Site Address : 4 Copy Lane, Caton, Lancaster, Lancashire, LA2 9QU

The parish council has no observations.

3.Heritage impact assessment – ***Noted.***

4.Application No. : 17/00585/FUL

Proposal : Erection of single storey rear extension with construction of a dormer extension above

Site Address : 23 Hall Drive, Caton, Lancaster, Lancashire, LA2 9QF

The parish council has no observations.

5.Application No. : 17/00516/FUL

Proposal : Demolition of existing detached garage and rear porch and erection of single storey side and rear extensions

Site Address : 56 Hornby Road, Caton, Lancaster, Lancashire, LA2 9QR

The parish council has no observations.

17/86 Parish management and maintenance.

Rebuilding of the wall surrounding the oak tree on Copy Lane.

No update.

Play park inspections and repairs.

Cllr Huddleston reported to the parish council that Pennine Playgrounds have inspected the playground area and submitted a report of repairs, maintenance, replacements and costs.

The total cost to replace sleepers, edging timber, cushion fall, swing fittings, zipwire seat, sand and repair picnic bench and various other equipment is £11,840.20.

Cllr Huddleston was asked to create a priority list of replacements and repairs for consideration at the next meeting.

War Memorial: repainting of railings and new ground surfaces.

Cllr Walmsley has contacted various landscaping companies and will update the parish council at the next meeting.

Cycle rack installation update.

No update.

Village contractor update.

Cllr Huddleston and Cllr Elvis will meet with Roger from Willmill to discuss the priority job list, hours and costs.

Repair of the fishstones.

Cllr Walmsley has informed the parish council that there are no listed restrictions on the Fishstones that would prevent any repairs being completed.

Cllr Elvis was asked to get a quote for repairs but explained that Mr Lennox Boyd may have the deeds for the Fishstones, which would prevent the parish council repairing them. The clerk was asked to contact Mark Lennox Boyd at Gresgarth Hall to enquire about the deeds and ownership.

17/87 Highways and footpath matters.

No reports.

17/88 Insurance renewal review.

The annual insurance renewal is in the final year of a three year policy agreement. It was resolved that the insurance cover be renewed at a cost of £1150.24.

Proposed by Cllr Nesbitt.

Seconded by Cllr Elvis

17/89 Clerks pay scale and training.

The clerk has had her annual appraisal conducted by Cllr Walmsley, Cllr Paine and Cllr Elvis. It was put forward, for the parish council to consider the clerks pay scale moving from point 16 to 17.

It was resolved that the clerk's pay scale move from point 16 to point 17 at £9.23 per hour.

Proposed by Cllr Skeldon.

Seconded by Cllr Huddleston.

The clerk would like to start her certificate in local council administration in September at a cost of £250.00. This fee would cost the parish council £125.00, as it would be shared 50% with Ellel Parish Council.

It was resolved that the clerk commence training at a cost of £125.00

Proposed by Cllr Hill.

Seconded by Cllr Elvis.

17/90 Change of banking provider for the parish council.

The clerk will look at alternative banking providers for the parish council and Poor's Land accounts and bring options for consideration to the next meeting.

17/91 Accounts

Payments

Victoria Institute, administration grant (S/O)	£1000.00
Bridgitte Theunissen-Hughes zipwire lockup (S/O)	£40.00
B Postlethwaite public toilet lockup (S/O)	£40.00
Victoria Institute, room hire and printing	£53.55
Gill Mason, clerk's wages £541.15 and expenses £40.95	£582.10
Able memorial Ltd – flood line markings	£444.00
Came and Company insurance	£1150.24
Louise Clague – war memorial garden	£257.14

Neighbourhood plan

Victoria Institute printing

	£103.70
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It was resolved that the above payments be made.

Proposed by Cllr Gibbons.

Seconded by Cllr Elvis.

Receipts

Cooperative Bank reimbursement

£100.00

2016/2017 Audit

The parish council accounts have been checked and signed by the internal auditor and agreed by the parish council.

It was resolved that the clerk send the forms to BDO for external auditing.

Proposed by Cllr Skeldon.

Seconded by Cllr Nesbitt.

17/92 Reports and correspondence.

Clerks report - circulated.

Cooperative Bank complaints response.

St Paul's Church letter of thanks for the churchyard maintenance donation.

Mr Bateson's letter regarding parking on kerbs – circulated.

Mr Bateson's letter regarding teenage facilities – circulated.

17/93 To note the date of the next parish council meeting.

Tuesday 11th July at 7.15pm - agenda items to be submitted by Sunday 2nd July at 5pm.

The meeting closed at 8.43pm

Signed

Date.....