

# Caton with Littledale Parish Council

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Minutes of the parish council meeting  
held at the Victoria Institute  
on Tuesday 14<sup>th</sup> November 2017 at 7.15pm.

**Present:**

Cllr Beckett, Cllr Elvis, Cllr Hill, Cllr Kynch, Cllr Skeldon and Cllr Thompson and Cllr Walmsley.  
G Mason - clerk to the parish council.

***Cllr Beckett is acting chairman for this meeting.***

**17/148 Apologies for absence** - Cllr Nesbitt, Cllr Paine (vice – chairman), Cllr Huddleston and Cllr Gibbons.

**17/149 To consider and approve the minutes of the ordinary meeting held on Tuesday 10<sup>th</sup> October 2017.**

It was resolved that the minutes of the previous meeting were approved and signed by Cllr Beckett.

Proposed by Cllr Walmsley.

Seconded by Cllr Skeldon.

**17/150 Declarations of interest and dispensations.**

No declarations.

**17/151 Open forum.**

No members of the public present.

Cllr Thompson joined the meeting at 7.25pm.

**17/152 Planning applications.**

17/01225/LB

Proposal : Listed Building application for the removal of a window and surrounding brickwork and the insertion of a slim line double glazed 20 panel window to the side elevation, the replacement of a window with a slim line double glazed 4 panel unit to the rear elevation, the replacement of a window in the cellar with a slim line double glazed unit, the replacement of 4 velux windows to the front elevation

and the addition of 16 secondary double glazed units to all elevations and the re plastering of two bedrooms.

Mrs Atkinson

Site Address : Farrar House, Farriers Yard, Lancaster Road, Caton, Lancashire.

***The parish council have no observations.***

It was resolved that the clerk submit the above response to Lancaster City Council Development Control.

Proposed by Cllr Hill.

Seconded by Cllr Elvis.

Low Mill pre- submission consultation.

The resident's submissions have been collected from the Victoria Institute. The parish council will submit a response reflecting these submissions, including the inappropriate siting within the AONB and the lack of mix of houses for the village's needs.

### **17/153 Accounts and finance.**

#### ***Standing orders***

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

#### ***Cheques (parish council account)***

Gill Mason, clerk's wages £559.95 and expenses £84.71 (Including the purchase of wreath £18.00)	£644.66
Louise Clague – war memorial garden (October)	£257.14
Victoria Institute room hire (October)	£24.75
Victoria Institute room hire (September)	£24.75
Victoria Institute room hire (neighbourhood plan meeting and printing)	£31.00
Eon Electric	£15.38
WI teas donation (2 years)	£75.00
James Gardner invoice (Copy Lane wall)	£78.00
Gravel Master play sand	£920.00
J.Walmsley stamp reimbursement (neighbourhood plan)	£26.88
GA Willans (repair to car park light)	£36.00
K Akrigg (bus shelter replacement window)	£34.00
Steve Smithson (12 months web hosting)	£120.00

It was resolved that the above payments be made.

Proposed by Cllr Hill.

Seconded by Cllr Skeldon.

#### ***Receipts***

VAT reimbursement	£1468.74
Duchy of Lancaster war memorial donation	£500.00

### **17/154 Parish management and maintenance.**

#### ***Play park inspections and repairs.***

Cllr Huddleston has been quoted £1750.00 for the spreading of the cushionfall at the playpark. The parish council would like to see if volunteers could help spread the cushionfall before any more costs are incurred. Cllr Walmsley will advertise in the Link for volunteers.

Cllr Kynch enquired who would remove the old cushionfall, to replace it with the new 300m3 supply. It was not clear whether the old cushionfall was to be removed or topped – up. This will make a difference to the order of cushionfall.

It was resolved to postpone the order of the cushionfall until a clear requirement is researched and measured.

Proposed by Cllr Kynch.

Seconded by Cllr Thompson.

#### ***War Memorial: repainting of railings and new ground surfaces & maintenance for 2018.***

The Duchy of Lancaster has kindly donated £500.00 to the maintenance of the war memorial.

Cllr Walmsley has obtained quotes from various contractors for the repainting of the railings and a new ground surface at the war memorial garden.

It was resolved that Graham Woodend at a cost of £350.00 plus vat will complete the repainting and P Middlebrook will resurface the ground at a cost of £3,500.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

This information will be placed in the Link.

***Cycle rack installation update.***

Cllr Walmsley presented the quotes for the cycle rack installation.

It was resolved that P Middlebrook at a cost of £4310.00 will excavate, remove waste, retarmac and install the cycle racks. Three Cambridge cycle racks will also be purchased at a cost of £30 plus vat each.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

***Village contractor update.***

No update.

***Repair of the fishstones.***

The clerk has contacted the contractor and asked for a quote to repair the fishstones. The repairs should be completed by the next meeting.

***Village grass cutting contract 2018.***

The clerk has obtained two quotes for the grass cutting contract and was asked to get one more quote to satisfy the finance regulations.

***Repainting of parking lines at Hornby Road car park.***

The clerk is waiting for a quote for the repainting and will enquire if the Co-op will be paying for the maintenance as offered by the manager at the October meeting.

***17/155 Siting of the noticeboard review.***

The parish council are waiting for Cllr Paine's recommendations on the re-siting and Cllr Hill will check whether the noticeboard has been cemented into position, which would cause problems if it were to be moved. The church representative and the concerned resident will be invited to the next meeting to discuss the requested re-siting.

***17/156 Playpark finance.***

The future costs of repair and maintenance to the playpark and the use of the precept needs reviewing. The clerk was asked to breakdown the expenditure on the playpark for the next meeting. The clerk was also asked to contact Lancaster City Council to look at a schedule of repair, replacement and maintenance for the play park which will help layout a budget according to their report.

***17/157 Banking update – finance committee.***

It was resolved the parish council remain with the Cooperative bank but consolidate the five accounts to three accounts.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis

***17/158 Teenager facilities review.***

No update.

**17/159 Caton community school field.**

No update.

**17/160 Post box replacement at Broadacre.**

Cllr Walmsley enquired whether the post box at Broadacre will be replaced. Royal Mail have responded and said it won't be replaced as there are post boxes sited on Copy Lane and Brookhouse Road.

**17/161 Extra bins for the village.**

Cllr Huddleston is meeting with the public realm team to look at the siting of new bins around the village.

**17/162 Scout tree planting.**

The scouts have trees which they would like planting around the village and have asked the parish council if they have any land where they would like to plant the trees.

The parish council don't have any land, but will ask the scouts to put an article in the Link asking residents to volunteer to plant a tree on their land.

**17/163 Precept and budget 2018/2019 preparation.**

Councillors were asked to submit their ideas for the budget to the clerk, in preparation for the draft budget which will be presented at the December meeting. The agreed precept amount can then be submitted to Lancaster City Council in January.

The clerk was asked to circulate the current budget to the councillors for reference.

**17/164 Reports and correspondence.**

Residents offer to buy a rooted Christmas tree – noted.

Enquiry regarding the closure of Artlebeck – noted.

**17/165 To note the date of the next parish council meeting.**

Tuesday 12<sup>th</sup> December 2017 at 7.15pm.

Agenda items to be submitted by Sunday 3<sup>rd</sup> December at 5pm.

***The meeting closed at 9.03pm***

**Signed .....**

**Date.....**