

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 8th November 2016 at 7.15pm.

Present:

Cllr G Beckett, Cllr R Elvis, Cllr R Gibbons, Cllr K Hill, Cllr M Skeldon, Cllr D Nesbitt, Cllr C Kynch, Cllr S Thompson & Cllr J Walmsley (chairman).

G Mason, clerk to the parish council.

16/288 To receive apologies for absence. Cllr R Paine (vice chairman).

16/289 To consider and approve the minutes of the ordinary meeting held on Tuesday 11th October 2016.

It was resolved that the minutes of the previous meeting were approved and signed by Cllr Walmsley, after the following amendment was made: The Coop is on Hornby Road not Brookhouse Road.

Proposed by Cllr Nesbitt.

Seconded by Cllr Elvis.

16/290 Declarations of interest and dispensations.

Cllr Hill declared a personal interest in agenda item 15 – correspondence from the residents at Broadacre view.

16/291 Open forum.

No members of the public attended the meeting.

16/292 Planning applications.

16/01310/REM Reserved matters application for the erection of 30 dwellings, Mulbury Homes Limited & Regenda Limited, TNT Garage, Hornby Road, Caton. – ***The clerk will request a response extension on this application.***

16/01332/FUL Erection of a front porch, David Exton 136 Brookhouse Road, Brookhouse – ***No observations.***

16/01320/FUL Erection of a single storey rear extension, construction of a raised patio and alterations to roof of attached outbuilding, 63 Brookhouse Road, Caton. – ***No observations.***

16/00866/FUL Re-instatement and widening of existing access track, Cragg Wood, Littledale Road, Brookhouse. – ***The clerk will enquire why the application has been omitted from the website.***

16/293 Parish management and maintenance.

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

No update has been received.

Play park inspections and repairs review.

Cllr Kynch reported that the resident who offered to lock up the zip wire, no longer wanted to do this. Ms Emma Huddleston has offered to complete the play park inspections and lock up the zipwire. Cllr Kynch will hand over the zip wire lock key and the clerk will go through the inspection forms with Ms Huddleston, so they are completed correctly.

Removal of planter to Moor Platt.

The planter has been moved to Moor Platt. Cllr Walmsley thanked Cllr Elvis for working with Mr Dave Bissell to move the planter. The clerk will write a letter of thanks to Mr Bissell.

Lengthsman / contractor update.

The clerk will produce a map, identifying where the planters and maintenance areas are for the schedule of works. The contractor can then provide a quote for the parish council.

Oak tree at the Fishstones.

Cllr Walmsley met with the horticulturist regarding the planting of the sapling as he has been away. Cllr Walmsley will enquire why two oak trees have died in that area and what can be done to prevent this.

The clerk has written a thank you letter to Ms G Layton for the sapling donation.

Cycle rack installation update.

Cllr Kynch has circulated visuals of potential cycle racks and costs to the parish councillors.

The clerk has written to LCC Highways requesting information on siting of a sheltered cycle rack on a highway. As yet, no response has been received.

The councillors would like more information from LCC before any decision is made on the choice of rack to be purchased. This item will be carried to the December agenda.

Parish noticeboard siting.

Cllr Walmsley thanked Cllr Gibbons and Mr Chris Hill for siting the notice board at the Methodist Church.

Bus shelter repair and maintenance.

Cllr Walmsley reported that there are many bus shelters around the village, that need repair and maintenance. It was agreed that a full inspection of all the parish council's assets should be checked. The clerk will forward the asset register to the councillors to complete the checks.

16/294 Highways and footpath matters.

Cllr Thompson suggested the parish council enquire whether Lancaster City Council and LCC could complete a traffic count now that the new by – pass is open. Cllr Elvis enquired whether there would be weight restrictions put on the Crook O 'Lune bridge due to the new diverted traffic and HGV's. Cllr Walmsley asked Cllr Thompson and Cllr Elvis to write a letter with their detailed enquiries to Highways for the clerk to submit.

16/295 Request to change the current toddler swing to a baby swing at Fell View play park update.

The clerk has received the payment from the play park action group and will order the new swing.

16/296 Neighbourhood plan update.

Cllr Walmsley informed the parish council that there are 15 members, three of which are parish councillors, on the steering group.

There is a document being produced to work on issues and options, which will have input from the AONB. This will then go to formal consultation with the village.

There are two surveys for the village. One for children and young people with the school helping with the survey for primary school children and one for the wider community. Peter at the Victoria Institute will help parishioners access the online survey and there will be printed copies made available too.

A preliminary consultation will be on the Autumn fair stand at the Victoria Institute in the next few weeks.

16/297 Chairman's roll of honour board update.

The roll of honours board is ready for delivery. The clerk and Cllr Gibbons will organise a convenient delivery date with Signs Express.

16/298 Council tax referendum.

The clerk distributed the LALC information on the potential capping of parish council's precept through the council tax referendum.

It was resolved that the clerk write and support LALC in opposing the referendum.

16/299 Christmas tree and light purchase.

Cllr Elvis and Cllr Gibbons have received an approximate quote of £80 for a 16ft Christmas tree. The clerk gave Cllr Elvis £80 petty cash to purchase the tree. The tree can then be sited and decorated for the 2nd December.

16/300 Emergency plan update

Cllr Walmsley reported that Mark Bartlett from Lancaster City Council had coordinated the training, which can be cascaded down to non - attendees that have volunteered to work with the emergency plan. The information will also be placed in the December Link.

16/301 Accounts

Payments

Victoria Institute, administration grant (S/O)	£1000.00
Victoria Institute, public toilet cleaning (S/O)	£152.00
Mr B Postlethwaite, to open/close public toilets (S/O)	£40.00
Gill Mason, clerk's wages £386.53 and expenses £92.34 (including Remembrance Day wreath reimbursement)	£478.87
Envirocare - war memorial gardens	£348.00
Louise Clague garden maintenance	£270.00
Steve Smithson 12 months web hosting	£120.00
Kirkwells inception meeting, work programme and assessment	£1728.00
Lancaster City Council Fell View mowing	£313.20
Eon electricity	£14.06

Petty cash payments

Christmas tree purchase – Cllr Elvis	£80.00
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It was resolved that the above payments be made.

Proposed by Cllr Gibbons.

Seconded by Cllr Skeldon.

Receipts.

Zip wire locking reimbursement (cash)	£80.00
Play park action group swing grant	£77.60

Finance matters.

The scouts have made an application for £600, but the parish council's small grant limit is £250. Cllr Kynch will contact the scouts group to request more detailed information for the application.

16/302 Police, city & county reports and other correspondence.

Residents letter regarding public access at Broadacre View – noted.

Textile recycling bin request – noted.

Post office concerns letter – noted.

Residents letter regarding siting of the noticeboard – noted.

BT telephone box removal – noted.

16/303 To note the date of the next parish council meeting.

Tuesday 13th December 2016 at 7.15pm. Detailed agenda items to be submitted by 5pm on Monday 5th December 2016.

Signed

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