

# Caton with Littledale Parish Council

## Minutes of the parish council meeting held at the Victoria Institute on Tuesday 9th July 2019 at 7.15pm.

### **Present:**

Cllr Elvis, Cllr Gibbons, Cllr Huddleston, Cllr Kynch, Cllr Paine (chairman) Cllr Powell,  
Cllr Skeldon, Cllr Thompson, Cllr Walmsley (vice – chairman).  
G Mason - clerk to the parish council.  
Five members of the parish.

### **19/115 Apologies for absence.**

None.

### **19/116 To consider and approve the minutes of the ordinary meeting held on Tuesday 11<sup>th</sup> June 2019.**

It was resolved that the minutes be approved and signed by the chairman.

Proposed by Cllr Elvis.

Seconded by Cllr Walmsley.

### **19/117 Declarations of interest and dispensations.**

Cllr Skeldon declared an interest in the payment to D Skeldon -war memorial maintenance contract.

Cllr Paine, Cllr Walmsley and Cllr Gibbons declared an interest in the payment to the Victoria Institute as trustees of the VI.

Cllr Huddleston and Cllr Kynch declared an interest in any item regarding the Fell View Playpark as trustees of the playpark action group.

### **19/118 Cooption of new councillor.**

It was resolved that Ruth Whitehead be coopted onto the parish council.

Proposed by Cllr Huddleston.

Seconded by Cllr Skeldon.

### **19/119 Open forum.**

A resident would like the parish council to consider having an electric car charging point installed in Caton. More information is required before consideration at the September meeting.

Residents who attended the meeting asked if they could place a memorial bench on the stretch of land between Holme Lane and Station Road.

### **19/120 Planning applications.**

No applications received.

### **19/121 Accounts and finance.**

#### **Payments**

#### **Standing orders**

Victoria Institute, administration grant (S/O) May	£1000.00
Bridgitte Theunissen-Hughes zipwire lockup (S/O)May	£50.00
Victoria Institute, administration grant (S/O) June	£1000.00
Bridgitte Theunissen-Hughes zipwire lockup (S/O)June	£50.00

#### **Cheques**

Gill Mason, June clerk's wages £588.46 and expenses £61.41	£649.87
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(HMRC PAYE £117.60 NI £54.95)	
Gill Mason, July clerk's wages £588.46 and expenses £22.49	£610.95
Victoria Institute print	£26.95
Victoria institute room hire	£31.50
Victoria institute room hire	£24.75
LALC conference	£35.00
D Skeldon – war memorial maintenance contract (June)	£262.50
D Skeldon – war memorial maintenance contract (July)	£262.50
E Huddleston – zipwire chain and lock	£42.00
R Paine – Polycote, parking white line material	£334.65
It was resolved that the above payments be made.	
Proposed by Cllr Powell.	
Seconded by Cllr Skeldon.	

**19/122 Public toilet locking update.**

It was resolved that the parish council approve the purchase of the electronic lock and installation at an approximate cost of £200.

Proposed by Cllr Huddleston.

Seconded by Cllr Elvis.

**19/123 Bus shelter seating update.**

The clerk was asked to obtain costs for a bench to place inside the bus shelter and a full shelter with integrated bench.

**19/124 Parish management and maintenance.**

***Play park vandalism and repair review***

The village contractor will be asked by Cllr Elvis to feather the edges of the path where the flags have been vandalised.

***Update on the request for the playpark grant application archive***

The clerk requested the archive but has not received the paperwork. Minutes from 2010 recorded that the parish council act as the accountable body for the playpark and retain ownership of the equipment. The clerk advised that now the parish council know that it is responsible for the ownership and insurance of the playpark and that the playpark has been listed as a parish council asset since 2011, repairs and maintenance shouldn't be held up once the refurbishment design is received.

***Village contractor update***

The village contractor is still completing the refurbishment of the benches and has been asked to paint the Copy Lane bus shelter and fill small gaps in the fishstones.

***Repair of the fish-stones update***

No update.

***Christmas tree delivery and installation***

Cllr Elvis will be borrowing angle iron / stakes from Evan's marquees to site the Christmas Tree.

***Replacement litter bins at the playpark and war memorial garden***

No update.

***Village weed control and Kingfisher Court grass cutting***

The village contractor will trim the Kingfisher Court verge. The clerk was asked to contact LCC to enquire whether the parish council can be reimbursed for having the grass area cut. The clerk was asked to contact public realm regarding the schedule for weed spraying.

**19/125 Oak tree at The Croft maintenance update.**

It was resolved that the clerk submit the tree surgeon's report to LCC Highways to action.

Proposed by Cllr Elvis.

Seconded by Cllr Skeldon.

**19/126 Road safety in the parish and SpID review.**

The clerk was asked to contact the police to review the dangerous speeding through the village of motorbikes and cars. The clerk will contact LCC Highways for an update on the speed limit review, an update on the average speed camera implementation and to enquire if the junctions can be assessed for safety.

**19/127 Twinning group review - to consider the process of the application for grants, insurance cover and management of finances.**

The parish council are not responsible for the finances or fund raising for the twinning group. It cannot cover the insurance for the events, as the twinning group is not a committee of the parish council.

**19/128 Purchase and siting of defibrillator update.**

The PTA of St Paul's School are keen to proceed with the purchase of a defibrillator and have received some funds already. Cllr Walmsley will work with the clerk on securing funds through the parish council.

**19/129 Churchyard grant request consideration.**

The parish council would like more information on the grant request. Cllr Kynch will circulate points to all the councillors regarding finance and the grant system for them to consider.

**19/130 Request for a memorial bench between Holme Lane and Station Road consideration.**

It was resolved that the parish council agree to have a memorial bench sited. The clerk will forward information of suppliers for the bench and Cllr Elvis will liaise with the residents to get the exact location. The clerk will check with Highways if permission is needed.

**19/131 War memorial display board update.**

Cllr Walmsley has enquired how much a handmade display board will cost. The village schools and the scouts are all interested in working on the project.

It was resolved that Cllr Skeldon and Cllr Powell will be the members of the working group created to lead the project.

Proposed by Cllr Walmsley.

Seconded by Cllr Huddleston.

**19/132 Neighbourhood plan update and to consider the authorisation of payments in- line with the received NP grant before the September meeting (no meeting is held in August).**

The NP group has submitted the grant application and is waiting for confirmation of payment.

There are two surveys that need to be completed and paid for before the September meeting.

It was resolved that the parish council agree to raise the payments for the surveys once the invoices are received.

Proposed by Cllr Skeldon.

Seconded by Cllr Elvis.

**19/133 Reports and correspondence (information only).**

LALC conference report – noted.

**19/134 Date and time of the next parish council meeting.**

Tuesday 10<sup>th</sup> September 2019 at 7.15pm.

*The meeting closed at 8.41pm*

**Signed .....** **Date.....**