

MINUTES OF THE ORDINARY MEETING OF CATON-WITH-LITTLEDALE
PARISH COUNCIL HELD AT THE VICTORIA INSTITUTE
ON TUESDAY 9 JUNE 2015.

PRESENT: Councillors : G Beckett, R Elvis, R Gibbons, C Kynch, M Skeldon,
J Walmsley. S Brown, clerk.

(Note: Councillor Walmsley took the chair; position of chair and vice chair to be resolved at July meeting along with membership of PC working groups and representatives on outside bodies). Councillors Skeldon & Walmsley signed their Acceptances of Office as Councillors)

15/200 APOLOGIES FOR ABSENCE : Cllr Nesbitt & Cllr Paine have sent their apologies.

15/201 TO CONSIDER & APPROVE THE MINUTES OF THE PREVIOUS MEETING :
The 19 May meeting minutes were agreed and duly signed by Cllr Walmsley. The Clerk was thanked for the work done in getting a good insurance quote

15/202 TO RECEIVE DECLARATIONS OF INTEREST AND AUTHORISE ANY DISPENSATIONS (WHICH MAY RELATE TO THIS MEETING) : None

15/205 OPEN SESSION – No Public in Attendance; No Adjournment. At this point, a report from Cllr Kynch was given in respect of meetings at LALC :

No Police representation was there. The 3Tier Forum is likely to be wound up. Transport planning talk about the Masterplan; County is concerned for the rural bus services. Lancaster will have a “Face Change”; with Park & Ride, more Cycle Paths and a proposal that the A6 be re-named, to avoid motorway traffic using it as a cut through.

An Environmental Commissioning Plan is available which will be circulated. The same persons are in the Chair, Secretary & Treasurer. Heysham has a Footpaths Rep.

The meeting at Leyland advised that there had been 200 new Parish Councils in the last 10 years. Government are keen to raise the Parish Council profile and pledge more money for them. Suggestion that news letters are for the elderly and more social media contact be made, as young folk do like to be involved. A Parish Council has a lot to offer local Schools.

The talk on Neighbourhood Planning was useful, saying clear objectives need to be in place. A defibrillator hands-on demonstration was given, suggestion that one could be done at the Victoria Institute ?

The Tennis Club has a grass court, the quality of which has been suffering due to the roots of large trees nearby, which are under a Tree Preservation Order. The Council have agreed to put in an underground barrier, to keep the roots away from the court.

- 15/204 TO CONSIDER AND APPROVE POLICING AND COMMUNITY TOGETHER MATTERS : No Police Report is received now/. The Clerk was asked to contact the Police and request a monthly report be sent through to her.
- 15/205 TO CONSIDER AND APPROVE COUNTY AND DISTRICT COUNCILLORS' REPORTS : None. City Councillors J Jackson and J Parkinson were absent. It was suggested that a report could be sent by Email to the Clerk if the City Councillors were not able to attend.
- 15/206 PLANNING : TO CONSIDER APPLICATIONS RECEIVED AND NOTE DECISIONS :

Applications Received :

- CTIL 129148 : Proposed Upgrade to Base Station Installation at CTIL 129148, VF 89193, TEF, 039207, Caton Waste Water Treatment Works, off Station Road, Caton, LA2 9PE. **Councillors : Objection**
- 15/00500/FUL : Erection of a single storey front extension at 25 Artlebeck Road, Caton, Lancs LA2. **Councillors : No Objections**
- 15/0462/LB : Listed Building Application for land scaping with Car Park and alterations to existing Garden wall at Grainger Cottage, Lancaster Road, Caton LA2 9HX. **Councillors : Concerns**
- 15/00687/PAM : Prior approval for a replacement 17.5m high monopole at Communication Station And Mast, Caton Pumping Station, Station Road, Caton, Lancashire. **Councillors : Objection**
- 15/00694/FUL : Erection of a two storey side extension at 185 Brookhouse Road, Lancaster, LA2 9NY. **Councillors Objection**
- 15/00677/FUL : Demolition of existing rear conservatory and erection of a replacement single storey rear extension at 3 Hall Close, Caton, Lancaster, LA2 9PY. **Councillors : No Objections**

Applications in Process :

15 00308 REM : Reserved matters application for the erection of a detached residential dwelling, on land to the rear of 71 Hornby Road, Caton, LA2 9QR : *Councillors No Objections*

Applications Permitted :

15/00173/FUL : Erection of a single storey rear extension at 198 Brookhouse Road, LA2 9NY
Councillors : No Objections

15/00176/LB : Installation of 5 no. replacement windows and 2 no. replacement external doors including secondary glazing to window over one external door at Moorlands, Moorside Road, Brookhouse, LA2 9PN
Councillors : No Objections

Consultations : Lancashire Public Rights Of Way Improvement Plan Draft Proposals. Consultation ends on 15 June 2015.
*To Comment Upon – **Councillors No Comments***

15/207 HIGHWAYS & FOOTPATH MATTERS INCLUDING SPiD :

At the triangle between Littledale Rd and Moorside Rd, where children play, there is a lot of dog foul. The Clerk is asked to call the Dog Warden out. Posters will be displayed. An item will go into the LINK once the date of the Dog Warden's visit is known.

The Bus Shelter on Quernmore Road has been damaged; there is broken glass from the end window on the ground.. Caton with Littledale Parish Council own the shelter. The Clerk has been asked to obtain estimates for replacement screening and Agenda next month. Leaves in the shelter and the broken glass needs removing.

A number of small jobs are arising and it was suggested that the employment of a lengthsman or odd-job man be revisited at the July meeting.

The SPiD repair quote is £670. As the device is quite old, it is suggested that a reconditioned might be a better option. Cllr Gibbons will find out and report back. The Clerk suggested approaching the Small Parishes Champion for assistance with this and will complete the necessary paperwork.

15/208 TO CONSIDER RE SITING OF THE BUS SHELTER ON BROOKHOUSE ROAD

Cllr Beckett raised concerns about the bus shelter being away from the stop, which causes problems for some residents. (This matter has been discussed in the past) After discussion, it was resolved that an item be put into the LINK to ask residents to report to the Clerk if they have had any problems, closing date 31st August.

The clerk is asked to make enquiries about the cost of moving the shelter, if planning permission is needed and put it on the July Agenda As the shelter at the Victoria Institute is to be re-sited, a suggestion was that it could go there, as it is smaller.

15/209 TO APPROVE ACCOUNTS FOR PAYMENT :

Authority is requested for the payment of the following : from the Current Account :

Clerk's Salary for May & Travel Expenses S K Brown	£ 365.58
Expenses for the month, inc 50 % slcc subs	£ 94.42
Mr B Postlethwaite, to open/close public toilets, June	£ 40.00
Ms J Hudson-Mather, Fell View zip wire locking, June	£ 40.00
Victoria Institute, Meetings April	£ 24.75
S K Brown, for Petty Cash	£ 50.00
<i>BT - Final Bill</i>	<i>£ 38.09</i>

Monthly Standing Orders :

Victoria Institute, Admin Grant	£ 1,000.00
Victoria Institute, Public Toilet Cleaning	£ 152.00

(Note : The BT bill came in from Bruce Alexander, after the Agenda had been published, it was resolved it should be paid. 50% Slcc membership had been considered last month and after enquiries made, it was resolved now that it could be paid by the Parish Council)

Requests for a key fob (£10) by Cllr Elvis and a donation for the Twinning Party by Cllr Gibbons (£150 max) were made. They were accepted and will be paid next month, upon receipts being produced.

15/210 TO CONSIDER AUDIT RETURN FOR FINANCIAL YEAR END 31 MARCH 2015,
SIGN OFF THE FORMS FOR ONWARD SUBMISSION TO EXTERNAL AUDITOR.

The accounts have been internally audited by Pat Cresswell and agreed. The Audit Form has been completed, the Governance Statement was read out and it was resolved that the accounts could be forwarded to BDO Stoy Hayward.

It was suggested that a Finance Group be formed, to oversee the accounts, perhaps quarterly. This will be put on to the July Agenda.

15/211 TO CONSIDER ORGANISING A COMMUNITY LITTERPICK

As the Baptist Church have done a village Litter Pick last month, there is not much to do, other than hope residents will keep their roads clean and tidy. There is a store of Litter removing equipment, gloves, Hi Vis Vests etc, in the Loft of the Scout Hut. Cllr Kynch will arrange for this to be brought to the Victoria Institute, for communal use.

15/212 TO CONSIDER ADDING NEW CHEQUE SIGNATORIES, FOLLOWING ELECTIONS.

At the current time, the signatories are Cllrs Elvis, Gibbons, Kynch, Nesbitt & Walmsley. The outgoing Councillors have had their names removed. The Clerk's details have been added as point of contact. Until more members are on the Parish Council, it was resolved that five signatories is sufficient.

15/213 UPDATE ON NEIGHBOURHOOD PLAN : Postponed to next month

15/214 TO CONSIDER OPTING IN FOR PUBLIC RIGHTS OF WAY DEVOLVED SERVICES.

The Clerk outlined the system and it was resolved that she should Opt In and obtain funds from County Council.

15/216 TO CONSIDER RE SITING OF THE BUS SHELTER, FOLLOWING COMPLETION OF MOOR PLATT.

As part of the planning agreement, Persimmon Homes would provide a new bus shelter at the Victoria Institute and re-site the existing one. It was resolved that an item in the LINK should be done, to ask residents where they felt the shelter would be most needed

15/217 TO CONSIDER LANCASHIRE BEST KEPT VILLAGE : ACTIONS NEEDED

It is not known when the judging will take place. It is hoped that residents continue to keep their areas tidy over the Summer, following the recent litter pick.

15/218 TO CONSIDER THE DEDICATION OF MOOR PLATT SEATING AREA TO CATON WITH LITTLEDALE PARISH COUNCIL, OR LANCASHIRE HIGHWAYS ?

Persimmon Homes currently own the small area of land by the curved wall. They have offered to dedicate it to the Parish. The Clerk has been asked to confirm if this means the Parish then become responsible for it, and report back.

15/219 TO NOTE CORRESPONDENCE RECEIVED :

Communal Grabbers bought not needed – see above. The Clerk will take them back.

Hatchings at the Bus Stop – Nothing heard yet, Clerk to chase up

Bye Laws for Station Road Car Park – Nothing heard yet, Clerk to chase up

A letter from a resident about the missing dog bin at the top of Artlebeck Road was read out. The Clerk will ask the County Council to replace it and respond to the resident. (County Council is responsible for supplying and emptying litter bins)

The Clerk is working on with the VAT Return for the previous year, approx. £1,200 to claim.

The Employer's Liability Document (Insurance Certificate) needs to be on display in the Victoria Institute, it has been left for Judy Powell.

15/220 TO NOTE THE TIME AND DATE OF THE NEXT PARISH COUNCIL MEETING

Tuesday 14 July 2015 at 7.15pm.

Agenda closes 8 July, delivery and Notices Posted 9 July

The meeting closed at 9.25pm.