

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 14th June 2016 at 7.15pm.

Present:

Cllr G Beckett, Cllr H Diggle, Cllr R Elvis, Cllr R Gibbons, Cllr K Hill, Cllr C Kynch, Cllr D Nesbitt, Cllr R Paine (vice chairman), Cllr S Thompson & Cllr J Walmsley (chairman).

G Mason, clerk to the parish council.

Two members of the public.

16/227 To receive apologies for absence. Cllr M Skeldon.

16/228 To consider and approve the minutes of the ordinary meeting held on Monday 10th May 2016.

It was resolved that the minutes of the previous meeting were approved and signed by the chairman Cllr Walmsley after the following corrections: Cllr Kynch gave her apologies for the May meeting which were not recorded. The minutes incorrectly stated that Cllr Kynch would contact the police regarding the broken flagstones at Fell View park. It should have been recorded that the clerk would contact the police.

Proposed by Cllr Elvis.

Seconded by Cllr Diggle.

16/229 Declarations of interest and dispensations.

Cllr Hill declared a personal interest in agenda item: planning application 16/00247/FUL.

16/230 Open forum.

Mr Greg Sugden read out a statement on behalf of Mr and Mrs Hill, to object to the planning application 16/00247/FUL (please see attachment).

Mr and Mrs Hill asked the parish council to consider all their observations, comments and objections when responding to Lancaster City Council regarding the planning application.

16/231 Planning applications.

16/00247/FUL Escowbeck Farm, Quernmore Road. Demolition of existing steel/block Agricultural buildings and re development of site to provide 7 residential units, including conversion and extension of existing barn and outbuilding (to form 3 units) and erection of 4 new dwelling houses with associated access – The parish council object to the planning application and request that before a decision is made, the planning officer consult the Forest of Bowland AONB on the design of the development, in reference to the proposed black stained timber cladding for the buildings.

A tree preservation report is needed for the area from the TPO as there are proposals to fell three trees and hedgerows to facilitate the development.

Please request the Highways Department review the terms of access to the development on a bend with a 30mph speed limit.

An independent conservational survey is sought in regards to bats, barn owls and nesting birds for the area.

16/00310/FUL 21 Littledale Road, Brookhouse. Partially retrospective application for the erection of retaining wall, construction of decking and erection of timber privacy screen and

shed – The parish council have the following observation: Does the partially retrospective planning application comply with the Environment Agency regulations of a construction near a stream. Please could the planning officer be minded to provide the parish council with a EA report for reference.

16/00692/FUL 8 Fell View, Caton. Erection of a single storey rear extension
– No observations.

16/00345/FUL Wisp Cottage, Littledale Road, Brookhouse. Erection of an outbuilding to the rear – Before a response can be submitted the parish council request a site map for this application for reference. Please could a time extension for response be granted until the 13th July.

16/232 Parish management and maintenance.

Circular bench for the oak tree on Copy Lane.

The clerk informed the parish council that a teak circular bench for the oak tree on Copy Lane could cost, depending on size and material, £600 - £2000.

The parish council would like to consider the possibility of rebuilding the wall and asked the clerk to obtain a quote for consideration.

Play park inspections and repairs review.

The high wooden pillars at Fell View play park have been snapped, the wood is reported to be rotting. Cllr Kynch will check the warranty of the play park equipment and send the documentation to the clerk.

The damaged flagstones are still in need of repair. The clerk will ask Lancaster City Council for a quote to fix or replace the flags.

The clerk will write to Ms Hudson-Mather to enquire if she would be willing to complete the weekly safety park inspection for insurance purposes.

Cllr Kynch presented the potential wording for the new play park user sign. The parish council are happy with the wording and asked the clerk to obtain prices for the new signage.

Removal of planters to Moor Platt.

Cllr Gibbons has emailed Highways the all the information requested on the moving the planters but has not received a reply. If there is no response within the next two weeks Cllr Gibbons will email Highways again.

Bench repair or replacement, Halton Road.

The vandalised bench is on Lancaster Road not Halton Road as reported. It has been reported to the police by Cllr Elvis. The clerk was asked to contact Came and Company insurance to ask for information on the possibility of making a claim to replace the bench.

16/233 Highways and footpath matters.

Resurfacing of New Street quotation review.

The clerk presented quotes from two suppliers for the resurfacing works. Cllr Nesbitt and Cllr Paine will meet with the church representatives to discuss the quotes and fundraising options.

16/234 Neighbourhood plan update.

The clerk has completed the first declaration of interest form to be able to obtain a grant for the neighbourhood plan production.

Kirkwells will organise an inception meeting with the parish council as soon as the Locality forms are completed.

16/235 Cycle rack update.

The potential site for the new cycle rack is in between the planters at the Londis shop/post office. The clerk will contact Lancaster City Council on planning requirements and restrictions on the installation of the rack.

16/236 Chairman's roll of honour board.

The clerk presented information on the sizes, prices and design of a new roll of honours board. The parish council asked the clerk to obtain a quote based on the same size and design of the current board, including the logo and a price for updates and additional lettering,

16/237 Parish emergency plan review.

The emergency plan grant deadline for applications is the 1st July 2016. The parish council cannot apply for the grant but a community group are able to.

It was resolved that the Victoria Institute would complete the application for the grant. The clerk will send all the information to Cllr Paine.

Proposed by Cllr Gibbons.

Seconded by Cllr Kynch.

16/238 Appointment of representatives on sub-committees and outside bodies.

It was resolved that the sub - committees, outside bodies and working groups will be represented by the following councillors:

LALC

Cllr Kynch

Cllr Nesbitt

Victoria Institute

Cllr Walmsley

Twinning

Cllr Gibbons

Cllr Paine

Website

Cllr Diggle

Cllr Hill

Cllr Walmsley

Cllr Kynch

Caton play park action group

Cllr Hill

Cllr Kynch

Neighbourhood plan group

Cllr Walmsley

Cllr Diggle

Cllr Hill

Finance

Cllr Kynch (convenyor)

Cllr Gibbons

Cllr Beckett

Cllr Diggle

Poor's Land

Cllr Skeldon

Cllr Nesbitt
Cllr Elvis
Cllr Walmsley

Parish Assets

Cllr Elvis
Cllr Gibbons
Cllr Paine

Footpaths/Right of way

Cllr Elvis
Cllr Gibbons

16/239 To resolve issues raised at the annual parish meeting.

A question regarding the withdrawal of subsidies on buses was raised by a resident at the APM.
“Had it come out of revenue or capital?”

Cllr Nesbitt attended the bus user group and has informed the parish council that Andrew Varley at LCC explained to the user group that the £7.5 million budget had been reduced to £0. They had reconsidered a £2 million subsidy for across the county but this may change next year after the review.

The capital budget has a £1 million bus scheme for parish council wanting to buy their own bus, including insurance cover, licencing, driver etc, other funds would have to come from the parish council to run the scheme.

9.07pm Cllr Kynch left the meeting.

16/240 Cat Smith MP visit to Caton on 11th August 7pm at the Victoria Institute - to resolve that the parish council will publicise and pay for room hire.

It was resolved that the parish council will organise the publicity for the event and pay for the cost of the room hire.

Proposed by Cllr Thompson.

Seconded by Cllr Diggle.

16/241 Accounts

241.1 Payments

Unrecorded April payments (delayed from clerk handover)

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
Ms J Hudson-Mather, Fell View zip wire locking (S/O)	£40.00
S.Brown - clerks wages	£343.98
S.Brown – expenses	£85.91
Victoria Institute meetings	£56.25
United Utilities – water	£129.48
Lancaster City Council – waste collection	£116.69
Eon – car park light	£11.98
J Hathaway, Beech hedge cut	£400.00

Authorisation of unrecorded May payments (delayed from clerk handover)

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
Ms J Hudson-Mather, Fell View zip wire locking (S/O)	£40.00

June Payments

Cllr Beckett LALC reimburse travel	£30.15
Gill Mason, clerk's wages £390.53 and expenses £127.63 (including SPid batteries £40.08)	£518.16
Sue Brown, expenses	£35.25
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
Ms J Hudson-Mather, Fell View zip wire locking (S/O)	£40.00
Victoria Institute meeting room charges(Mar/Apr/May)	£130.50

241.2 Receipts.

Lancaster City Council precept	£29,440.00.
VAT reclaim	£868.51
Lancaster City Council	£1169.00
Lancaster City Council (local delivery scheme)	£250.00

It was resolved that the above payments be made.

Proposed by Cllr Elvis.

Seconded by Cllr Gibbons.

16/242 Clerks update, police, city & county reports and other correspondence.

Email received regarding advertising illegally around the village – noted.

LALC – new councillors and clerk workshop - noted

LALC – NALC briefing - noted

June bus change leaflet - noted

LALC – Queens speech - noted

LALC – salary scales - noted

Police report for May

Brookhouse

Damage caused to vehicle headlight overnight.

Caton

Damage caused to garage windows by youths - they have been identified and received Restorative Justice.

Littledale

Storage Containers in remote location broken into, nothing stolen

16/243 To note the date of the next parish council meeting.

Tuesday 12th July 2016 at 7.15pm. Detailed agenda items to be submitted by Monday 4th July 5pm.

Signed

Date.....