

**MINUTES OF A MEETING OF CATON-WITH-LITTLEDALE PARISH COUNCIL  
HELD AT THE VICTORIA INSTITUTE ON TUESDAY 13<sup>th</sup> May 2008**

PRESENT: Councillors J Pritchard, R Elvis, PM Quinton, J Jackson, J Parkinson,  
R Gibbons, P Marshall, S Langhorn, V Williams, M Williams, CEC Kynch and  
Dr DB Coltman.  
County Councillor Mrs S Charles and PC Keith Collins attended by invitation.

08/158 APOLOGIES FOR ABSENCE:

None

08/159 APPOINTMENT OF CHAIRMAN:

Councillor J Pritchard was unanimously confirmed as Chairman for a second year.

08/160 APPOINTMENT OF VICE-CHAIRMAN:

Councillor R Elvis was unanimously confirmed as Vice-Chairman for a second year.

08/161 APPOINTMENT OF REPRESENTATIVES TO SUB-COMMITTEES &  
OUTSIDE BODIES:

A detailed list with current membership is attached.

08/162 APPOINTMENT OF RESPONSIBLE FINANCIAL OFFICER:

Confirmed as the Clerk.

08/163 OPEN SESSION

Gill Fenna and Dawn Groundsell, from LESS, explained their bid to the National Lottery and asked the Parish Council for their support.

LESS, Local & Effective Sustainable Solutions, is a non profit voluntary body offering advice for energy saving. This Project is to fund a Trained Energy Advisor to help Caton be aware of its 'Carbon Footprint' and to do something about it by means of surveys, grants and getting groups together.

The Project is one of 100 through the first round of the Lottery Big Green Challenge. Ten of these will be funded with up to £ 20,000 and the project which saves the most CO2 wins a share of the £ 1 million prize to roll out their ideas.

Publicity is the key to the projects success and Gill Fenna and Dawn Groundsell asked if the Parish Council could provide a letter of support.

08/164 MINUTES OF THE PREVIOUS MEETING HELD ON 8<sup>th</sup> APRIL 2008

The minutes of the previous meeting held on 8<sup>th</sup> April were confirmed and signed as a correct record.

## 08/165 MATTERS ARISING

The Clerk reported the following :-

- 08/ Library Site. Further correspondence has revealed that the County are reconsidering their decision and the building may be used by the Environment Directorate. The issue of car parking for employees will be taken up.
- 08/ Grounds Maintenance. Heather Neesham will be asked to maintain the bed at the Car Park.
- 08/ Millennium Park. Joan Jackson has spoken to the farmer regarding the incident with the shotgun and he will take the comments on board.

From the Parish Assembly :-

The Parish Council has written to the Church regarding the continued use of the refurbished Hut by the Scouts etc.

## 08/166 POLICE AND COMMUNITY TOGETHER (PACT).

The Police reported a water butt trailer had been stolen from a field and diesel had been stolen from Bargh's Garage. Residents were urged to be vigilant as thefts of heating oil/diesel were becoming more common. Good lighting and/or cameras were the best deterrents. A car had been damaged on Fell View and there had been a motorcycle accident. There had been reports of suspicious activity at Moor Platt (vagrant ?) and thefts and fly-tipping along with some anti-social behaviour on Broadacre.

Reports of suspicious activity by a White Male and young girl on Leslie Avenue and a blue van and youths harassing kids at Caton St Paul's School may be linked. The Public Protection Unit at Lancaster have been contacted. No known offenders are in the area. A letter has been sent to parents from School and the Public are asked to be aware and not to panic. A close watch is being kept.

A vicious dog had attacked a vehicle/person and had run away towards the reservoir.

## 08/167 PLANNING

The Following Applications had been **Received** :-

- 08/00453/FUL Alterations to driveway and access  
Mr P Lock, 163 Brookhouse Road, Brookhouse
- No Objections

The Following Applications had been **Permitted** :-

- 08/00212/FUL Erection of second storey to rear  
Mr & Mrs Woodhouse, 33 Littledale Road, Brookhouse
- 08/00213/FUL Erection of second storey to rear  
Mr C Higgs & Dr Langford, 31 Littledale Road, Brookhouse

- 08/00242/LB Changes to window casements  
Church Hill House, 1 Caton Green Road, Brookhouse
- 08/00296/FUL Erection of rear kitchen extension  
Mr & Mrs Taylor, 169 Brookhouse Road, Caton
- 08/00316/CU Change of use of agri. land to provide improved access and increased parking  
Mr R Gibbons, Beech Villa, Holme Lane, Brookhouse

#### 08/168 COUNTY & DISTRICT COUNCILLORS REPORTS

Councillor Mrs S Charles reported the new possible use of the library building. Lancaster City Council Mayor Making Ceremony was to be held on Friday. Brass Band Concerts in Williamson's Park are being resumed.

Ms Heather McManus has been appointed Lancaster City Council Regeneration Officer.

Breaches in the Code of conduct are now investigated locally.

Williamson's Park have received funding to investigate sustainability.

Plastic bags – a recycling project will be undertaken in Caton.

Library – County are promoting a scheme to enable ordered books to be collected from the Community Library. Leaflets, posters and signs are being produced. Children's library books and equipment are available for groups.

Documents have been discovered in the Town Hall strongroom. Any belonging to Caton will be returned !

#### 08/169 LENGTHSMAN, HIGHWAYS & FOOTPATHS

Kerb stones at the entrance to the car park are to be replaced with tarmac by the Highways Authority.

The Clerk was asked to chase the resurfacing on Littledale Road and repainting of the Zebra Crossing.

A seat on Littledale Road would be looked at to assess its state of repair.

#### 08/170 BIRDS OF BOWLAND BOOKLET

Further funding sources have been unsuccessful. Tourist Offices will take the Booklet and also put it on their web-sites. It was agreed to proceed with the purchase of the 'Image rights' from Sue Flowers and to reprint 3000 booklets at a total cost of £ 1,720. Funding of £ 1,000 is in place.

#### 08/151 FELL VIEW

One set of Football posts and additional bark for the play equipment has been ordered.

#### 08/172 FINANCE

The Precept £ 17,000 received and Banked

It was agreed to adopt the recommended NJC Car Allowance Rates for Clerk's mileage Increased from 55.8p to 58.7p per mile

Proposed Cllr J Jackson, seconded Cllr PM Quinton and **resolved** that the following payments be made:-

Clerk's Salary April & Travel expenses, RB. Alexander (Note £ 81.94 Tax has been deducted, payable annually to the Inland Revenue)	£	356.77
Mr B Postlethwaite, to open/close public toilets, May	£	40.00
Caton-Brookhouse Twinning Group, Grant (agreed April mtg )	£	360.00
AA Flags ltd, French and Union Flags	£	97.53
Lancaster City Council, Cleaning Bus Shelters	£	62.18
Allianz, Insurance	£	1,247.63
Blackhurst, Swainson & Goodier, Solicitor's Fees, Station Road Title	£	592.50
BT, Clerks telephone	£	52.24

Accounts and Audit documents will be prepared for the next meeting.

#### 08/173      REPORTS OF MEMBERS ON OUTSIDE BODIES

Twining – A letter has been sent to Socx confirming the signing of the Charter. They are planning our return visit for the end of October.

Victoria Institute – Apologies for the lack of projector at the Parish Assembly.  
Action is being taken to put up the Pictures and certificates.

Leisure Club – Twenty-fifth Anniversary successfully celebrated.

LESS lottery Bid – It was agreed to write a letter of support in principal for their bid.

#### 08/174      COURSE REPORTS

Cllr J Pritchard gave a brief report on the Chairmanship Course she recently attended. One issue was the 'Matters Arising' on the agenda. It was agreed to remove this an in its place provide an information sheet on progress of previous items. The item would only return to the agenda if a further decision was required.

#### 08/175      LAPTC AND CORRESPONDANCE

Concern was expressed that Parish Council's were not being adequately represented on the Local Strategic Partnership's new structure. It was agreed that we write to the LALC to request that they get involved in pushing the case for Parish Council representation at the highest level.

#### Please request from Clerk if interested ####

Ramblers Walks and Footpaths surveys  
Lancaster District Accident Prevention Partnership leaflet  
Mayor's Sunday 18<sup>th</sup> May 2008, Town Hall 11.00 am  
Lancs Fire and rescue Service Management Plan 2008-2011  
LALC. Notice of AGM 1<sup>st</sup> November 2008, County Hall, Preston

08/176 ITEMS / DATE OF NEXT MEETING – Tuesday 10<sup>th</sup> June 2008. Agenda closes 5<sup>th</sup> June 2008

The meeting closed at 9.15 pm.

#### POOR'S LAND CHARITY

A meeting of the Trustees was held and it was agreed to arrange a meeting with the Lancaster & District Angling Association regarding the future fishing rights.

We understand they have a generous proposal to make and at this stage are prepared to listen to their proposals.

It was agreed that at this stage it was unnecessary for our Solicitor to be present but Ian Maxwell has agreed to attend as an observer.