

**MINUTES OF THE ANNUAL GENERAL MEETING OF CATON-WITH-LITLEDALE
PARISH COUNCIL HELD AT THE VICTORIA INSTITUTE ON TUESDAY 19 MAY 2015.**

PRESENT: Councillors : C Kynch, R Paine, R Gibbons and R Elvis. S Brown, clerk.

(Note that item 15/181 was dealt with before item 15/176 etc.)

- 15/176 APOLOGIES FOR ABSENCE : Cllr Nesbitt, Cllr Walmsley, Cllr Beckett & Cllr Skeldon. All are away on holiday and have sent their apologies.
- 15/177 APPOINTMENT OF CHAIRMAN : Cllr R Paine, proposed by Cllr Gibbons, seconded by Cllr Kynch. Cllr Paine accepted this role for tonight's meeting.
- 15/178 APPOINTMENT OF VICE CHAIRMAN : Deferred to the June Meeting.
- 15/179 APPOINTMENT OF REPRESENTATIVES ON SUB COMMITTEES AND OUTSIDE BODIES : Deferred to the June Meeting.
- 15/180 APPOINTMENT OF RESPONSIBLE FINANCIAL OFFICER : Confirmed as the Clerk.
- 15/181 TO COMPLETE ACCEPTANCES OF OFFICE AND RECEIVE DECLARATIONS OF INTEREST AND OTHER INTEREST FORMS: All Forms were completed & signed.
- 15/182 TO CONSIDER AND APPROVE THE MINUTES OF THE PREVIOUS MEETING : The 14 April 2015 meeting minutes were agreed and duly signed by Cllr Paine.
- 15/183 TO RECEIVE DECLARATIONS OF INTEREST AND AUTHORISE ANY DISPENSATIONS (WHICH MAY RELATE TO THIS MEETING) : None
- 15/184 OPEN SESSION – No Public in Attendance; No Adjournment.
- 15/185 TO CONSIDER AND APPROVE POLICING AND COMMUNITY TOGETHER MATTERS : No Police Report is received now. There has been no feedback yet, following the break-in at the Victoria Institute last month. The Police were very helpful at the time. It was noted that there is a Police Report at the two monthly meetings of LALC.
- 15/186 TO CONSIDER AND APPROVE COUNTY AND DISTRICT COUNCILLORS' REPORTS : No Reports. City Councillors J Jackson and J Parkinson were elected on 7 May.
- 15/187 PLANNING : TO CONSIDER APPLICATIONS RECEIVED AND NOTE DECISIONS :

Applications Received :

- 15/00360/FUL : Demolition of existing conservatory and erection of a Replacement single storey extension at Lane Head Cottage, Lancaster Rd LA2 9HX – **Councillors No Objections**

15/00419/FUL : Erection of a single storey extension to rear at
15 Artlebeck Road, Caton, LA2 9RQ – **Councillors No Objections**

15/00474/CU : Change of Use of Agricultural Land to Domestic Curtilidge.
Erection of two single storey extensions to front elevation
and erection of a detached garage at Richmond Bank,
Caton Green LA2 9JG – **Councillors No Comments**

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

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

15/00196/FUL : Erection of a 2 storey rear extension, construction of a porch to the
front elevation and raising the existing roof at 54 Quernmore Road,
Caton LA2 9NE.

15/00201/FUL : Construction of a Dormer to Front at
7 Broadacre Place, Caton LA2 9NL

15/00221/FUL : Erection of a two storey rear extension at
42 Fell View, Caton LA2 9RP

15 00286 FUL : Erection of a single storey rear extension, construction of a porch
to the front elevation, demolition of existing garage and erection of
a replacement outbuilding at 136 Brookhouse Road, LA2 9NP

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

Lancaster Highways & Transport Plan Draft Proposals.
Consultation ends on 22 May 2015.
To Comment Upon – Councillors No Comments

15/188 HIGHWAYS & FOOTPATH MATTERS INCLUDING SPiD :

A request for hatch markings to be shown at the bus stops in Brookhouse has been made; vehicles are parking over the allotted areas. The Clerk will put a request in to Highways.

Quotes for a ladder have come in and it was resolved that a 5 tiered ladder should be purchased, at a cost of £ 90.00 plus VAT. The 4 step ladder is £80 plus VAT but does not have the safety rail. The battery on one of the SPiDs has failed and the replacement (which includes the memory component) needs to be re-programmed. It was resolved that around £200 could be spent on the replacement battery.

The road sign on Brookhouse Road is being obscured by the trees. The clerk is to ask Highways Dept to either cut back the tree, or make the sign visible by adding a dog-leg post to it.

Dog Poo Fairy Posters have been displayed around the village. Sticky labels have been attached to bins and signs and Holme Lane and the end of Station Road. There is a regular offender of dog fouling near the Church. The clerk can ask the Dog Warden to come out and approach the offender, if it gets worse.

Brookhouse Notice Board is unsteady and needs some attention to secure it. The Clerk will asks Chris Hill to see to it. There also seems to have been a forcing of the lock although it is not sure by whom; the clerk will make enquires of the person who posted a notice in there.

15/189 TO CONSIDER REQUIREMENTS FOR INSURANCE – RENEWAL 31 MAY 2015 :

Details of four quotes have been circulated to all Councillors and after discussion it was resolved to go with Aviva, for a long term agreement of three years, as at cost of £1,110.04.

15/190 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	£ 370.53
Office Expenses/Phone/Laptop Security/Dongle/Photocopying etc	£ 84.77
Mr B Postlethwaite, to open/close public toilets, May	£ 40.00
Ms J Hudson-Mather, Fell View zip wire locking, May	£ 40.00
Victoria Institute, Meetings April	£ 24.75
Kenneth A Fraser Ltd	
War Memorial Cleaning (Last sealant coat went on end April)	£ 390.00
E On Street Lighting in Car Park	£ 9.37
Lancashire County Council – Rent of Caton Library Car Park	£ 120.00
SPiD Payments	£ TBA

Monthly Standing Orders :

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

15/191 TO CONSIDER ALLEVIATION OF THE PARKING PROBLEM AT MOOR PLATT :

Lancashire Highways have suggested that bollards be erected. It was resolved that the clerk should ask for a photo of these and ask again that the dropped kerb be replaced by full kerb and if necessary, make good the pathway, to avoid flooding.

The Bye Laws relating to Station Road Car Park have been sent through to Highways Dept for further investigation. It is hoped that the car parking problem may be resolved soon.

15/192 TO CONSIDER RE-SITING OF A 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.

15/193 TO CONSIDER CLERK'S REVISED CONTRACT, FOLLOWING INCREASE IN HOURS AND PAY DATE :

It was resolved that the matter should be dealt with by a Parish Councillor (as Employer of the clerk) and Cllr Kynch will undertake to contact LALC to get the proper advice, as the revision is a variation of the original contract.

15/194 UPDATE ON NEIGHBOURHOOD PLAN :

A Report has been compiled by Jennifer Milligan at City Council, which the clerk passed over to Cllr Kynch for safe-keeping. A Draft report prepared by Cllr Walmsley needs to be collated with the report done by Cllr Kynch, who met with Eddy Taylor at a different time.

15/195 TO CONSIDER FELL VIEW – PLAYGROUND INSPECTION RESULT :

There were only two minor comments; it was resolved that after the inspection, the report should be sent to the Playground Group for action. Cllr Gibbons will check the area, regarding the comments raised.

15/196 TO CONSIDER SHARED PAYMENT OF THE CLERK'S slcc MEMBERSHIP :

The clerk is a member of the Society of Local Council Clerks. The membership fee is graded relating to the salary earned from all Parishes. The clerk asked if Caton with Littledale Parish Council would be willing to make a payment towards the fee. It is not certain if membership is considered to be part of a Trade Union , in which case no payment would be forthcoming. It was resolved that the clerk and a Councillor would make enquiries and report back at the next meeting.

15/197 TO CONSIDER PENSIONS REGULATIONS :

The Government have decreed that all employers should provide a Pension Scheme for their employees. The clerk has circulated documents about this. At this time, it is not necessary to register a nomination person to deal with the paperwork. The clerk will keep the Parish Council informed of what needs doing as and when it is notified to her.

15/197a TO CONSIDER REPORTS FROM OUTSIDE BODIES :

Twinning : The Duck Race will take place at the Millrace, towards Low Mill, on Gala Day.

Victoria Institute : There has been a leak in the computer room and the floor in the main hall is to be replaced due to warping. The room will be out of action for a while.

Play Park : No Report

15/198 TO NOTE CORRESPONDENCE RECEIVED :

The latest BT bill has been posted on to the new clerk. After discussion it was resolved that the line could be cancelled. The Clerk will notify B Alexander as the bill is still in his name.

A Proposed Upgrade to the Base Station Installation on Caton Waste Water Treatment Works, Off Station Road was sent through after the Agenda had gone out. The Clerk requested an extension of time, so it can be considered at the June Meeting.

The floodline marking on Thirlmere Bridge should be done in July.

Lancashire's Best Kept Village Posters are here for display around the village. The clerk will put them into the Parish Notice Boards; the rest are at the Victoria Institute for collection.

Invite to the Lords Mayor's Party on 25 May

15/199 TO NOTE THE TIME AND DATE OF THE NEXT PARISH COUNCIL MEETING :
Tuesday 9 June 2015 at 7.15pm.

Agenda closes 3 June, delivery and Notices Posted 4 June.

The meeting closed at 8.50pm