

MINUTES OF THE ORDINARY MEETING OF CATON - WITH - LITLEDALE
PARISH COUNCIL HELD AT THE VICTORIA INSTITUTE
ON TUESDAY 10 NOVEMBER 2015.

PRESENT: Councillors : G Beckett, H Diggle, R Elvis, R Gibbons, K Hill, C Kynch,
R Paine, M Skeldon, S Thompson & J Walmsley. S Brown, Clerk.
Residents : Mr K & Mrs J Grizedale, Mrs B Evans. Lancashire Police
Traffic Management Officer 14003, Mr M Proctor,

15/294 APOLOGIES FOR ABSENCE : Councillor Nesbitt.

15/295 TO APPROVE THE MINUTES AS A TRUE RECORD OF THE PREVIOUS
MEETING : *The minutes were not approved nor signed at this meeting, due
to a disagreement about an item. The Clerk will contact LALC to ensure
correct procedures are followed and they will be presented at the
December meeting.*

15/296 TO RECEIVE DECLARATIONS OF INTEREST AND AUTHORISE ANY
DISPENSATIONS (WHICH MAY RELATE TO THIS MEETING) : None

15/297 OPEN SESSION: Mr & Mrs Grizedale expressed concerns over a planning
application 15 01176 FUL and asked for Parish Council support in
objecting. (Minute 15/301 relates) Mrs Evans asked about Lancaster City
Council's consultation People, Jobs and Homes - How should we plan for
our district's future? The PC noted that developments on Quernmore
Road and at Caton County School still appeared on the maps of possible
developments.

15/298 TO CONSIDER AND APPROVE POLICING AND COMMUNITY TOGETHER
MATTERS : TMO Officer Proctor discussed the speed checks that might
take place on the A683 and Low Road. Lowering the speed limit to 40MPH,
rather than the national limit, might be appropriate, although records show
the accidents that had occurred were due to poor driving rather than
excessive speed. Mr Proctor will provide temporary POLICE SPEED CHECK
AREA signs for the A683 at the Halton junction. He will also investigate the
possibility of installing additional SPID mountings for us to use for one of
our SPIDs. He will ask the local PCSO to look into the parking on double
yellow lines at Moor Platt

It was suggested that the road between the village and Claughton should also be
limited to 40MPH as there were a lot of walkers and cyclists. Cllr Thompson would
draft a letter to the County Council about changes to speed limits on both sides of the
village.

- 15/299 TO CONSIDER AND APPROVE COUNTY AND DISTRICT COUNCILLORS' REPORTS : None.
- 15/300 TO CONSIDER GOOD WORKING PRACTICE WITHIN THE PARISH COUNCIL
Our use of working groups rather than committees will be checked by Cllr Walmsley at the Chairmanship course at LALC.

The Working Groups need to have a Co-Ordinator, who takes responsibility for arranging the meetings and notifying all involved. The SPiD Working Group has only two members; Cllr Skeldon has offered to join the group and will undertake training to be aware of Health & Safety issues and consideration for placement of the SPiD, based on local knowledge, weather constraints, etc. A report will be given at each Council meeting

- 15/301 PLANNING : TO CONSIDER APPLICATIONS RECEIVED & NOTE DECISIONS :

Applications Received :

- 15/01358/FUL : Demolition of existing side extension and erection of a single storey side and rear extension at 18 Leslie Avenue, Caton, LA2 9RE.
Resolved : No Objections
- 15/01286/FUL : Construction of a pitched roof over existing bay window and door to the front elevation at 37 Hornby Road.
Resolved : No Objections
- 15/01239/FUL : Erection of a single storey rear extension and alterations to existing front and rear dormers, at 7 St Annes Road, Brookhouse.
Resolved : No Objections
- 15/01176/FUL : Erection of a Single Storey side extension with dormer windows to the front and rear elevations and construction of a front porch, at 12 Pinewood Avenue, Brookhouse LA2 9NU (previous application 140565FUL) *Resolved : **Objection letter to be sent to City Council***
- 15/01280/FUL : Erection of a detached garage and sun room at 31 Brookhouse Road, Caton, Lancaster, LA2 9QT. *Resolved : No Objections*

Consultations :

Undergrounding of Power Cables within the AONB : inviting your suggestions as to which highly visible and obtrusive lines might be removed. *Individuals can comment.*

October 2015 Local Plan : People, Homes & Jobs : Closing Date 30 November
The Clerk was asked to find the previous consultation and circulate the comments.

Parish Based Public Transport : Closing Date 11 December. (Email circulated)
Resolved that this will postponed until the December meeting.

The Parish Council are legally entitled to have a hard copy of any planning application, the Clerk is to find out the cost of providing this and report back

15/302 : TO CONSIDER NEIGHBOURHOOD PLAN WORKING GROUP REPORT :

The Parish Council agreed with the working group's recommendation not to proceed with a full Neighbourhood Plan for the present and to investigate alternatives.

15/303 HIGHWAYS & FOOTPATH MATTERS INCLUDING SPiD, Bus Stop markings, SAT NAV Road Signs.

It is hard to deploy the SPiD whilst the weather is so bad, the wind and driving rain make it unsafe to use a ladder. Cllr Gibbons is trying to download the information held on the SpiD.

The bus stop parking problem is not resolved, Cllr Nesbitt is gathering information in support of the markings going down outside No 160/162 Brookhouse Road.

The SAT Nav sign has not yet been erected at Holme Lane. The Clerk will chase up.

The keys for the lockable grit bin outside the Chip Shop in Sycamore Road have been mislaid and the bin needs to be filled. Cllr Gibbons to investigate. Cllr Gibbons will check the drains are clear on Littledale Road.

Work at Kirkbeck Bridge on Caton Green Road – Clerk has been informed that work due to start in the New Year and be completed by April 2016. The contractors have been asked to ensure the traffic control lights are working correctly.

There is ivy overgrowing Copy Lane from within Willow Mill. While scaffolding is there for the work on the former youth club, this would be a good opportunity for the owners to deal with this. Clerk to contact the owners of Willow Mill to request action.

15/304 TO CONSIDER DEED OF GRANT OF EASEMENT, FOR THE ENVIRONMENT AGENCY, FOR ACCESS ALONG STATION ROAD, TO RIVER GAUGING STATION.

The Clerk has confirmed that Solicitor Charges will be paid by the Environment Agency. A Solicitor needs to be appointed, the Clerk will report back with quotes.

15/305 TO CONSIDER THE DEDICATION OF MOOR PLATT SEATING AREA TO CATON WITH LITTLEDALE OR LANCASHIRE HIGHWAYS :

The agreement has come through from Persimmon, The Clerk will take legal advice, Once the Solicitor has been approved, and report back in December.

15/306 TO APPROVE ACCOUNTS FOR PAYMENT :

Authority is requested for the payment of the following from the Current Account :
It was resolved that payments could be made, cheques signed by Cllrs Gibbons & Elvis.

Clerk's November Salary ; S Brown	£ 333.60
HMR&C for PAYE Tax due on salary	£ 10.38
Expenses for the month, inc Travel; S Brown	£ 45.80
Victoria Institute, Meeting October & N.Plan	£ 42.75
S Smithson, Hosting PC Website from Oct 2015	£ 120.00
Lancaster City Council : Mow Field in October (2 Cuts)	£ 149.30
P McNaught - 2nd Payment for Garden at War Memorial	£ 600.00

November Monthly Standing Orders :

Victoria Institute, Admin & Sept Grant	£2,000.00
Victoria Institute, Public Toilet Cleaning	£ 304.00
Mr B Postlethwaite, to open/close public toilets,	£ 40.00
Ms J Hudson-Mather, Fell View zip wire locking,	£ 40.00

The bank did not process the standing orders as expected in October; the Clerk has spoken to the bank and they should be paid correctly in November.

£300 has been received in respect of Small Parishes Champion fund for SPiD repair.

Mrs Cresswell has indicated that she is willing to continue as the internal auditor for the PC.

15/307 TO CONSIDER COMPLETION OF POOR'S LAND CHARITY ANNUAL RETURN & TRUSTEE INFORMATION :

The document has been circulated, it was resolved it could be submitted online.

15/308 TO CONSIDER WAR MEMORIAL CHARITY ANNUAL RETURN & TRUSTEE INFORMATION :

The document has been circulated, it was resolved it could be submitted online.

15/309 TO CONSIDER REMEMBRANCE DAY SERVICE :

It was resolved that a donation of £25.00 would be made to the Women's Institute in respect of their efforts on remembrance Day. Payment to be made in December.

15/310 TO CONSIDER REPORTS FROM OUTSIDE BODIES & WORKING GROUPS :

Victoria Institute :

Cllr Paine gave a short summary of the work the current administrator does; interviews for her replacement will take place shortly. The Parish Council can't guarantee its funding of £12,000 towards the post will continue to March 2017 as the budget has not yet been finalised; however there was a strong commitment to continue this support to the Victoria Institute. The former treasurer has been in court and pleaded guilty to fraud. Revised accounts have been prepared from the bank statements, to submit to the Charities Commission.

Twinning : There will be a wine tasting evening on 5 December, in the Victoria Institute. Tickets are £12.00. A Burns Night and Band on 23 January 2016.

LALC : There were no Police representatives at the September Meeting, due to budget cuts. Footpaths may deteriorate due to cutbacks. The three-Tier Forum appears to have collapsed. Many parish council report complaints about vehicles driving too fast.

Poor's Land : The application forms are now available from Londis. A meeting date of Monday 7 December has been agreed to distribute the funds. The Fishing Rights payment will be due shortly; the Clerk will issue an invoice to Mr Jackson and the annual Fishing Tally needs to be obtained.

Finance Working Group : The accounts for the period to 30 September need to be checked. A date of 5 November had been agreed but the Clerk was unable to attend so another date later in the month is to be arranged.

Fell View Play Park Action Group : The FVPPAG met for its AGM on 9 November. Georgina Peacock (original designer of the park) is working on a plan for a new slide. As a charity the FVPAG sends annual reports to the Charities Commission and will make accounts available to the Parish Council.

15/311 TO CONSIDER TRAINING NEEDS FOR COUNCILLORS : County Training Partnership are fully booked and are unable to come out to Caton for training this year. A two hour course would be £190.00. The Clerk will try to arrange evening training for the Spring.

15/312 TO CONSIDER PURCHASING A CHRISTMAS TREE AND ANY ADDITIONAL LIGHTS; TO ARRANGE A SWITCH ON DAY

It was resolved that a Christmas Tree between 12-14 feet high, costing up to £200 and lights up to £30 could be purchased. The switch on Date to be either Friday 4 or 11 December. Cllr Elvis will organise the tree delivery and erection.

It was requested that the matter of replacing the Oak Tree should go on the December Agenda.

15/313 TO CONSIDER PETER McNAUGHT CONTINUE TO MAINTAIN THE WAR MEMORIAL GARDENS; ARE TENDERS NEEDED FROM OTHERS ?

As the amount spent is higher than £500, it was resolved that three tenders should be sought, in time for the 2016/17 budget preparation. The Clerk will prepare offers.

15/314 TO CONSIDER ADDING THE YOUTH CLUB BENCH TO THE PARISH COUNCIL'S INSURANCE SCHEDULE OF ASSETS :

It was resolved that the bench could be added to the Schedule of Fixed Assets. Confirmation of the maintenance of the bench, by the Youth Club is needed in writing.

15/315 TO CONSIDER TAKING PART IN DEFRA'S SOIL SAMPLING PROJECT :

It was resolved that the Clerk should advise DEFRA that they may take samples of soil from Fell View Play Area and the War Memorial Garden.

15/316 CORRESPONDENCE : Matters on the list have been dealt with elsewhere.

15/317 TO NOTE THE TIME AND DATE OF THE NEXT PARISH COUNCIL MEETING

Tuesday 8 December 2015 at 7.15pm. *Agenda closes Wed 2 December, Delivery and Notices Posted Thursday 3 November. The meeting closed at 8.50pm*