

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on
Tuesday 8th October 2019 at 7.15pm.

Present:

Cllr Elvis, Cllr Heywood, Cllr Huddleston, Cllr Kynch, Cllr Paine (chairman) Cllr Powell,
Cllr Skeldon, Cllr Thompson, Cllr Whitehead.
G Mason - clerk to the parish council.
Nine residents.

19/157 Apologies for absence.

Cllr Walmsley and Cllr Gibbons.

19/158 To consider and approve the minutes of the ordinary meeting held on Tuesday 10th September 2019.

It was resolved that the minutes be approved and signed by the chairman.

Proposed by Cllr Elvis.

Seconded by Cllr Thompson.

19/159 Declarations of interest and dispensations.

Cllr Skeldon declared an interest in the payment to D Skeldon -war memorial maintenance contract.

Cllr Kynch declared an interest in any item regarding the Fell View Playpark as a trustee of the playpark action group.

19/160 Open forum.

Residents from Hawthorne Avenue, Hawthorne Close and Pinewood Avenue expressed their concerns over site 39 allocation for development in the neighbourhood plan.

They have sought independent advice and surveys have been completed. A draft response to the neighbourhood plan was given to the clerk and an electronic copy will be circulated to all councillors. The residents feel that the following points have been overlooked by the neighbourhood plan group: flood risks, protected species, AONB and retention of landscape character, poor access, B4RN, current houses for sale and resident consultation.

19/161 Planning applications.

19/0128/TPO

1 Rock M'Jock Copy Lane Caton Lancaster Lancashire LA2 9QB

Fell 1 X Sycamore

The parish council has no observations.

19/01222/FUL

20 Fell View Caton Lancaster Lancashire LA2 9RB

Demolition of existing conservatory and erection of a single storey rear extension.

The parish council has no observations.

19/162 To consider the arrangements for Remembrance Day and to approve the purchase of a remembrance wreath.

Cllr Skeldon will read the roll of honours, Cllr Elvis will manage the flag, Cllr Paine will place the wreath and Cllr Walmsley has organised the refreshments with the WI.

It was resolved that a wreath be purchased at a cost of £20.00.

Proposed by Cllr Skeldon.

Seconded by Cllr Elvis.

19/163 Accounts and finance.

Payments

Standing orders

Victoria Institute, administration grant (S/O) £1000.00

Bridgitte Theunissen-Hughes zipwire lockup (S/O) £50.00

Cheques

Gill Mason, clerk's wages £588.46 and expenses £47.19 £635.65

Victoria institute room hire £38.25

D Skeldon – war memorial maintenance contract £262.50

Neighbourhood plan – bat and bird survey £2599.20

Churchyard grant £750.00

ICO subscription £35.00

Baytech - hosting of website £120.00

PKF Littlejohn audit £240.00

British legion wreath £20.00

It was resolved that the above payments be made.

Proposed by Cllr Elvis.

Seconded by Cllr Kynch.

19/164 Public toilet locking update.

The locking of the toilet door might be able to be run off a computer software package from the Victoria Institute. This will be trialled and feedback will be given to Cllr Paine.

19/165 Parish management and maintenance.

Play park refurbishment and design update

(The clerk had advised Cllr Kynch that she had a prejudicial interest and that she should leave the room whilst the agenda item was being discussed. Cllr Kynch said she did not have a prejudicial interest and did not leave the room).

The councillors met to look at the refurbishment designs of the playpark. After assessing the park the following observations were made:

Short term - Urgent action for safety reasons

Replace missing decking pieces

Replace gates

Replace any broken flagstones

Remove or make good rotting wood on retaining barrier

Remove or make good rotting wood on steps to zip wire

Short to medium term

Extend the existing galvanized metal fencing to surround the entire play park area. Quotations for this work have been requested.

Longer term renovation requirements

Remove all wood that surrounds paths and the activity area edgings. Replace with plastic edging strips.

Remove railway sleeper retaining wall/boundary. Feather banks where retaining posts have been removed, where possible.

Rocks to replace retaining wall by the zip wire activity area

Remove all decking and flags and replace with durable alternative.
Replace cushion fall with Playtop Rubber safety Surface. As a minimum, the replacement surface positioned below play activities where cushion fall is 'kicked away' creating deep hollows.
Replace steps to zip wire activity
Investigate removal of Woodhenge and replace with an alternative activity or shelter/seating area
New picnic tables
Soft landscaping as appropriate.
Cllr Huddleston and Cllr Walmsley will meet with the playpark designer to go through the parish council's observations and the new refurbish designs.
It was resolved that the short term / urgent action works are completed immediately by the village contractor up to a cost of £1000. Cllr Elvis to liaise with the contractor.
Proposed by Cllr Skeldon.
Seconded by Cllr Huddleston.

Village contractor update

No update.

Christmas tree delivery and installation

No update.

Replacement litter bins at the playpark and war memorial garden

The clerk has emailed Public Realm several times but has had no response. The clerk will get costs for a new replacement bin for the parish council to consider purchasing.

19/166 Action on the Artlebeck footpath review.

The parish council have right to create a new footpath but would have to seek landowner's permission before any further progress could be made.

19/167 Request for a memorial bench between Holme Lane and Station Road update.

Cllr Elvis has received permission for the bench to be sited. The resident and the village contractor can now work together on siting the bench.

19/168 War memorial display board update.

The display board has been handmade and delivered and will be sited in the Caton War Memorial Garden before Remembrance Day. Cllr Powell has collected articles and photographs for the display. Cllr Skeldon thanked Cllr Powell for all the work she has done to create the display.

19/169 Poor's land application distribution, collection and funds review.

The application forms will be placed in the Victoria Institute and in schools. They can be returned to the Victoria Institute or the clerk. The Poor's Land Committee will meet in December to discuss the distribution of the funds.

19/170 Oak tree sapling at the Fishstones review.

It was resolved that the current sapling be replaced with a stronger sapling to be planted at the fishstones.

Proposed by Cllr Heywood.

Seconded by Cllr Skeldon.

19/171 Reports and correspondence (information only).

Police Commissioners response to letter from the parish council - noted.

Extraordinary item.

The Victoria Institute requires two new representatives from the parish council for their committee. The VI AGM takes place before the next parish council meeting and so an urgent decision needs to be made.

It was resolved that although this item was not on the agenda, it is resolved to put forward Cllr Powell and Cllr Whitehead as representatives.

Proposed Cllr Elvis.

Seconded by Cllr Skeldon.

All in favour.

19/172 Date and time of the next parish council meetings.

Tuesday 12th November 2019.

Tuesday 10th December 2019.

The meeting closed at 8.58pm

Signed **Date.....**