

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 11th September 2018 at 7.15pm.

Present:

Cllr Elvis, Cllr Hill, Cllr Huddleston, Cllr Gibbons, Cllr Kynch, Cllr Paine (chairman), and Cllr Walmsley (vice – chairman)

G Mason - clerk to the parish council.

Three members of the public.

Deborah Chambers - Lancaster City Council Head of Governance/ Deputy Monitoring Officer.

18/109 Apologies for absence.

Cllr Beckett, Cllr Nesbitt, Cllr Skeldon, Cllr Thompson.

18/110 Minutes

It was resolved that the minutes of the meeting held on Tuesday 10th July 2018 be approved and signed by the chairman after the following amendment:

Agenda item 18/100 - Cllr Kynch said she would ask the playpark designer when inspection is needed after repairs.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

18/111 Declarations of interest and dispensations.

No interests declared.

18/112 Open forum.

Mike Clark from Kompan presented a visual plan for the trim trail for Caton. The area would have 12 stations including a cycle and a cross trainer. The design is sympathetic to the residential area with no high or noisy equipment. The stations would be made out of galvanised steel with a ground covering of thick rubber matting for grass to grow back through. The equipment would come with a warranty, but the annual maintenance would be not be under the contract and would be an extra but minimal cost. The cost of the proposed trim trail would be £38,000 and would take 7-10 days to install with an allocated project manager to oversee the installation.

A resident who attended the meeting, informed the parish council that the planning application 18/00985/FUL has included her family's farm estate entrance as access to the site on the proposed plans. The parish council will take this information into account when responding to the planning application.

18/113 Planning applications.

18/00985/FUL Change of use of garage to commercial garage to form a domestic dwelling and domestic land to domestic curtilage, creation of a new driveway and erection of a first floor extension to the rear elevation. Mr I Quinn, Garage off Brookhouse Road, Caton.

The parish council object to the planning application and would like the planning officer to provide more information regarding access to the site as shown on the proposed plans. It has been brought to the parish council's attention that the access belongs to Bridge End farm.

18/001121/FUL Erection of a detached garage. Mr Stephen Brown, The New Bungalow, Caton Green Road, Caton Green, Lancaster.

The clerk will check with the planning department as to whether the application has been withdrawn.

It was resolved that the clerk submit the above responses to the Lancaster City Council Development Control Department.

18/114 Accounts and finance.

Payments

Standing orders

Victoria Institute, administration grant (S/O)	£1000.00
Bridgitte Theunissen-Hughes zipwire lockup (S/O)	£10.00
B Postlethwaite public toilet lockup (S/O)	£50.00

Cheques

Gill Mason, clerk's wages £588.46 and expenses £28.19	£616.65
Donna Skeldon – War memorial garden & planters (August)	£250.00
Iain Collinson - Zipwire legs installation	£3006.00
The play inspection company -post installation inspection	£300.00
NBB -Recycled plastic benches	£984.00
P Middlebrook-Sycamore Rd cycle rack installation	£3910.00
PKF Littlejohn LLP – Audit	£240.00
LALC spring conference attendance	£35.00
Victoria Institute (NP meeting)	£18.00
Victoria Institute meetings and print	£60.15
Victoria Institute meetings and print	£44.75
ICO reissue of cheque	£40.00

It was resolved that the above payments be made.

Proposed by Cllr Huddleston.

Seconded by Cllr Kynch.

Receipts

VAT reimbursement	£1097.93
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18/115 Parish management and maintenance.

Play park inspections, repairs and maintenance

The park gate has fallen off due to the posts being rotten. The logs around the park and the decking are also rotting and need recycled plastic replacements (240 large logs, 200 small logs, trim for cushionfall / banking divide and decking). The clerk was asked to contact three contractors to tender for the removal of the old logs and decking and supply & install new plastic replacements.

Village contractor update

The clerk has spoken to Halton Parish Council Clerk and he will discuss the possibility of sub-contracting the lengthsman to Caton Parish Council at Halton's next meeting.

The clerk has also received three enquiries from interested parishioners to complete the contractor jobs. The clerk will forward the contact numbers and the job list to Cllr Elvis who will contact each person and ask them to come and quote on the jobs.

Repair of the fish-stones update

Cllr Elvis and Cllr Paine will meet to have a site visit to review the repair of the fish-stones.

Overgrown hedges and trees on footpaths

Cllr Elvis reported that there is an overgrown hedge encroaching on the footpath on Sycamore Rd/Sycamore Crescent. The clerk will forward a letter for Cllr Elvis to post asking the resident to cut back the hedge.

18/116 Christmas tree purchase 2018.

Cllr Elvis has been offered a tree which is to be picked up from Bolton le Sands. Cllr Elvis and Cllr Gibbons will organise transport to pick up the tree.

18/117 War memorial wall mounted noticeboard purchase consideration.

No update on the noticeboard.

It was resolved that the flagpole in the war memorial garden has a value of up to £30.00 spent on it for repairs.

Proposed by Cllr Kynch.

Seconded by Cllr Walmsley.

18/118 SpID share with Wennington Parish Council consideration.

It was resolved that Wennington Parish Council will share the parish council's SpID on a permanent basis. Cllr Gibbons was asked to draw up a contract for Wennington, including maintenance costs.

Cllr Gibbons will also contact the SpID company to see what they can provide before they faze out their maintenance side of the business.

Proposed by Cllr Huddleston.

Seconded by Cllr Kynch.

18/119 Emergency plan update and LASAR water training.

Cllr Walmsley and the Victoria Institute Administrator have been working on updating the emergency plan. There is a water awareness course run by LASAR and Cllr Walmsley would like to explore the possibility of holding a course at the Victoria Institute.

The emergency generator is now held at the petrol station garage not at the Victoria Institute.

18/120 Zipwire lock up standing order payment reinstatement.

It was resolved that the payment be reinstated from £10 to £50 to the parishioner who locks up the zipwire.

Proposed by Cllr Gibbons.

Seconded by Cllr Walmsley.

It was resolved that a new lock up chain be purchased up to an amount of £30.00.

Proposed by Cllr Walmsley.

Seconded by Cllr Gibbons.

18/121 Caton War Memorial charity update.

Cllr Walmsley had contacted the Marsden Building Society in regards to the war memorial charity bank book, which was found by the clerk in the archive. Unfortunately, there are no signatories that are contactable to be able to withdraw the money and close the account.

The building society said that an invoice from a contractor working on the war memorial garden can be sent to them to release the funds. Payment can be made to the contractor for part payment or to the parish council.

18/122 Lune Valley Rural Housing Association and housing allocation to local people.

Cllr Walmsley had attended the Lune Valley Rural Housing Association AGM and reported to the parish council that the housing association do allocate housing to local people with a link to the

village. Applicants must register with Lancaster City Council and the association will let Caton Parish Council know when there are housing vacancies.

18/123 Parking on Sycamore Road review.

The post office on Sycamore Road says that cars are parked in the bays day and night, which isn't allowing spaces for people to park and use the shops. The clerk was asked to contact LCC Highways to enquire if time limit / parking restriction signage can be placed to try and prevent all day parking.

A resident asked the parish council if the parking on Sycamore Road could be reviewed. Since the cherry tree was taken down and the cycle racks were installed, cars are able to completely park on the pavement. This leaves no room for pedestrians, which the resident considers a safety hazard. Cllr Walmsley had visited the site one evening and not seen any cars parked on the pavement. Cllr Walmsley will contact the resident and ask them to take photographs of the area when the cars are parked illegally.

18/124 Reports and correspondence.

No reports received.

18/125 Date and time of the next parish council meeting.

Tuesday 9th October 2018 at 7.15pm.

The meeting closed at 8.37pm.

Signed **Date.....**