Caton with Littledale Parish Council

Minutes of the annual parish council meeting held on 13th April 2021 at 7pm.

Due to the Covid 19 virus and social distancing rules this meeting was

held remotely by video communication.

**Present**:

Cllr Boland, Cllr Elvis, Cllr Gibbons, Cllr Heywood, Cllr Kynch, Cllr Powell, Cllr Taylor, Cllr Thompson, Cllr Walmsley (vice – chairman) and Cllr Wright.

**Open forum**

No members of the public attended the meeting.

Cllr Heywood chaired the meeting. As the Parish Clerk was absent due to ill-health, Cllr Walmsley clerked the meeting.

**1.To receive apologies for absence.**

**2.Appointment of chairman.**

**3.Appointment of vice chairman.**

**4.Appointment of representatives on committees, working groups and outside bodies.**

**5.Appointment of the responsible financial officer.**

**6.To consider and resolve to fill the casual vacancy by co-option.**

**7.To consider and approve the minutes of the meeting held on Tuesday 13th April 2021.**

**8.To receive declarations of interests and dispensations.**

**9.To consider the following planning applications:**

21/00486/FUL Proposal : Erection of a single storey side extension For : Fiona Colburn Site Address : 208

Brookhouse Road, Brookhouse, Lancaster, Lancashire, LA2 9PA.

21/00377/FUL Proposal : Erection of a single storey front extension, a single storey side extension, a

single storey rear extension, a two storey rear extension and construction of dormer extensions to

the front and rear elevations. The Bungalow, Caton Green Road, Caton Green, Lancaster, Lancashire

LA2 9JG. (An extension has been granted for response)

**10.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 and expenses £621.86

Gill Mason - Zip wire seat replacement reimbursement £79.99

D Skeldon – war memorial garden maintenance £246.42

Victoria Institute - printing charges £15.40

**11.Highways and footpaths.**

* To consider action to progress the reinstatement of the footpath along Artlebeck between Brookhouse Road and the A683.
* To consider the update on the review of the verge paths on country lanes.

**12.Parish management and maintenance.**

* Hornby Rd car park – to consider the tenders for improving the gravel verge between the car park and Boot’s wall and the update on the tree roots that are lifting up the tarmac.
* To consider what action is required for the Beck Side ash tree replacements.
* To consider the parish council policy on signage and advertising in the village

**13.Flag at the War Memorial: To consider the request to purchase a replacement Union Jack.**

**14.To consider the renewal of the LALC membership.**

**15.Lengthsman’s update.**

**16.To receive an update from the environment working group.**

**17.To consider the appointment of an internal auditor.**

**18.To consider the insurance renewal policy from Came and Co and other insurance providers.**

**19.To consider the updating and adoption of the finance regulations and standing orders.**

**20.To consider the update on undergrounding of powerlines.**

**21.Reports and correspondence (information only).**

Neighbourhood plan update.

**22.Date and time of the next parish council meeting.**

The meeting closed at 8.42 pm

**Signed …………………………………………… Date………………......**