

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 9th April 2019 at 7.15pm.

Present:

Cllr Elvis, Cllr Gibbons, Cllr Kynch, Cllr Powell, Cllr Thompson, Cllr Walmsley (vice – chairman).
G Mason - clerk to the parish council.

19/57 Apologies for absence.

Cllr Beckett, Cllr Hill, Cllr Nesbitt, Cllr Skeldon.

19/58 Minutes

It was resolved that the minutes of the meeting held on Tuesday 12th March 2019 were approved and signed as a correct record by the vice - chairman.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

19/59 Declarations of interest and dispensations.

No interests or dispensations declared.

19/60 Open forum.

No parishioners present.

19/61 Planning applications.

Planning applications.

19/00292/OUT Proposal : Outline application for the erection of 1 dwelling For : Mr & Mrs Dobson
Site Address : Bank House Fly Fishery Car Park, Lancaster Road, Caton, Lancaster, Lancashire.

The parish council's observations are that the site has drainage implications and that there is limited road access.

19/62 Insurance renewal consideration.

The clerk was asked to contact alternative insurance companies to receive quotes for the insurance cover 2019/2020. The three year contract with Came and Company insurers has now expired.

19/63 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	£650.58
Victoria Institute room hire	£24.75
Victoria Institute print	£4.50
B4RN (small grant award)	£300.00
Air ambulance donation	£100.00
Cath Halstead – sign and bench maintenance	£200.00
Waterplus	£147.48

It was resolved that the above payments be made.

Proposed by Cllr Kynch.

Seconded by Cllr Elvis

Receipts

Lancaster City Council precept

£33,123.21

Cllr Kynch requested that the clerk circulate the small and large grant application forms and the terms and conditions to the parish councillors and the documents that were used by the previous clerk.

19/64 Public toilet locking update.

Cllr Walmsley reported that there may be an electronic solution to the locking of the public toilet but has not received any details yet.

Cllr Walmsley will ask Cllr Hill if she has written the required risk assessment for the locking up of the toilet by Coop staff.

19/65 LALC subscription renewal.

It was resolved that the parish council pay £621.00 for the subscription for 2019/2020.

Proposed by Cllr Gibbons.

Seconded by Cllr Thompson.

19/66 Parish management and maintenance.

Play park inspections, repairs and maintenance

The clerk has received a quote of £23,500 for the refurbishment of the playpark. The clerk was asked to contact another building contractor to quote on the works.

The clerk was asked to contact the playpark designer to ask if she could meet with the parish council to look at the needed repairs and ask what restrictions there maybe regarding original funding & grants and the ongoing design.

Village contractor update

The clerk was asked to contact the village contractor and ask him to complete the cleaning of the bus shelters, clearing at the fishstones and repair the stone slab.

It was resolved that required jobs throughout the year can be organised between parish council meetings up to a cost of £250 per month.

Repair of the fish-stones update

The clerk has sent the detailed schedule of works but has not had a response.

Christmas tree delivery and installation

Cllr Elvis would like the parish council to consider how the Christmas tree can be securely sited and anchored at the war memorial garden. Cllr Elvis will bring ideas and costings to the next meeting.

Litter bins at the playpark

Cllr Elvis reported that two bins at Fell View are not in good condition. The clerk was asked to contact Lancaster City Council to ask for them to be replaced.

19/67 Annual village grass cutting contract review.

It was resolved that the grass cutting contract be completed by Lancaster City Council at a cost of £2100 plus vat for 2019/2020.

Proposed by Cllr Kynch

Seconded by Cllr Elvis.

19/68 Millennium Way maintenance update.

The clerk has contact LCC Highways with a list of repair and maintenance jobs which need completing. The parish council would like the clerk to contact Susie Charles to ask her to enquire on the parish council behalf for the works to be completed.

19/69 Road safety in the parish and SpID review.

The clerk has asked Highways for a review of the speed and traffic in the village. There has been no response from Highways. The clerk will ask Susie Charles to follow these issues up the LCC.

19/70 Adoption of the standing orders and financial regulations.

It was resolved that the standing orders and financial regulations be adopted by the parish council.

Proposed by Cllr Gibbons.

Seconded by Cllr Elvis.

The parish council thanked the finance committee for all the hard work in completing the documents.

19/71 Purchase of defibrillator update.

No update.

19/72 Storage of parish council archive review.

No update.

The clerk is happy to keep the parish council archive in her locked attic until it is decided where it should be stored.

19/73 Appointment of internal auditor consideration.

Cllr Gibbons will ask last year's internal auditor to complete the audit for 2018/2019.

19/74 Reports and correspondence (information only).

LALC report – noted.

Playpark Group project information – noted.

19/75 Date and time of the next parish council meeting.

Tuesday 14th May 2019. Annual parish meeting 6.30pm and the annual parish council meeting at 7.15pm.

The meeting closed at 8.54pm

Signed **Date.....**