Caton with Littledale Parish Council

 Minutes of the parish council meeting held on

 Tuesday 13th December 2022 at 7pm at the Victoria Institute, Caton.

**Present**: Cllr Elvis, Cllr Gibbons, Cllr Heywood, Cllr Kynch, Cllr Powell, Cllr Walmsley and Cllr Wright.

Gill Mason – clerk.

**Open Forum**

No public present.

**155/22 To receive apologies for absence.**

Cllr Boland and Cllr Maxwell- Scott.

**156/22 To consider and approve the minutes of the meeting held on Tuesday 8th November 2022.**

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

**157/22 To receive declarations of interest and dispensations.**

Cllr Gibbons declared an interest in any item regarding the Victoria Institute as a trustee.

Cllr Kynch declared an interest in any item regarding the Fell View Playpark as a member of the CLPPAG.

Cllr Walmsley declared an interest in any item regarding Caton St Paul’s School.

Cllr Wright declared an interest in any item regarding Caton Primary School.

**158/22 To consider and resolve to fill the casual vacancy by co-option.**

It was resolved that the parish council coopt Mr Hilson Carter.

Proposed by Cllr Walmsley.

Seconded by Cllr Wright.

**159/22 To consider the final version of the neighbourhood plan.**

It was resolved that the neighborhood plan proceeds to referendum and a consultation for the local

community be held.

Proposed by Cllr Walmsley

Seconded by Cllr Wright.

(6 in favour 1 against)

**160/22 To consider planning application and matters.**

**22/01384/FUL** Proposal : Erection of a single storey rear extension, erection of a balcony with veranda to rear elevation and erection of detached double garage

2 The Croft, Caton, Lancaster, Lancashire, LA2 9QG

The parish council has no observations.

**22/01415/AD** Grid Ref: 355246,465025 Proposal : Agricultural determination for the erection of a feed storage building Mears Beck Farm, Rakes Road, Caton Green, Lancaster, Lancashire

The parish council has no observations.

**161/22 Accounts and finance.**

**Payments**

**Standing orders**

Victoria Institute, administration grant (S/O) £800.00

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

**Cheques**

Gill Mason, clerk’s wages and expenses £737.72

Victoria Institute room hire £29.00

R Gibbons Perspex purchase £278.24

R Elvis Christmas Tree reimbursement £120.00

**Receipts**

PROW and biodiversity grant £800.00

It was resolved that the payments be made.

Proposed by Cllr Elvis.

Seconded by Cllr Gibbons.

**162/22 To consider any highways and / or footpath matters.**

The clerk will write to LCC to thank the PROW department for repairing the footbridge.

**163/22 To consider any parish management & maintenance matters and receive the village contractor update.**

***Cushion fall purchase for the play park***

Lancaster City Council has been asked to quote on the supply and spread of the cushion fall but nothing has been received.

***Playpark inspection follow up***

The clerk has requested the contacts of the contractors for the play park from the designer. One of the swings needs repairing.

***Parish asset repair and maintenance***

The parish council have repaired and maintained a large portion of the assets over the past year.

It was resolved that the noticeboard on the Victoria Institute be maintained up to a cost of £100.00.

Proposed by Cllr Walmsley.
Seconded by Cllr Powell.

**164/22 To consider the report from the Environment Working Group.**

The project can proceed without any funding or management from the parish council.

The parish council reiterate its support for the working group and the project.

**165/22 To consider the update on the Caton Greenway proposal and funding.**

The parish council will be notified of the £30k grant award this week and there may be a further £10k available. LCC PROW may also be able to grant £30k towards the project. All project costs will be managed by the parish council and any grant reserves can be retained and used for future projects and initiatives

It was resolved that the parish council accept the awarded grant and move forward with the project.

Proposed by Cllr Powell.

Seconded by Cllr Walmsley.

(6 in favour 1 abstention)

**166/22 To consider the NALC annual clerk’s pay scale.**

It was resolved that the parish council implement the clerk’s pay scale increase.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

**167/22 To consider the draft budget for 2023/2024.**

This draft budget adoption will be deferred to the January meeting.

**168/22 To receive an update on the signatories for the Unity bank account.**

Identification needs to be posted to the Unity bank by the signatories.

**169/22 Reports and correspondence (information only).**

Cost of Living information event update - noted.

Civility and Respect training update – noted.

**170/22 Date and time of the next parish council meeting.**

The meeting closed at 8.25pm.

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