

# Caton with Littledale Parish Council

Minutes of the parish council meeting held on  
Tuesday 9<sup>th</sup> July, 2024 at 7pm at the Victoria Institute, Caton.

**Present** Cllr Heywood (chair), Cllr Walmsley (vice-chair), Cllr Boland, Cllr Carter, Cllr Gibbons, Laura McGowan (clerk), Cllr Powell, Cllr Wright

## Open Forum

No issues raised

## 112/24 To receive apologies for absence

None

## 113/24 To consider and approve the minutes of the meetings held Tuesday 11<sup>th</sup> June, 2024

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

Proposed by Cllr Walmsley

Seconded by Cllr Boland

## 114/24 To receive declarations of interests and dispensations.

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.

Cllr Gibbons declared an interest in any item regarding Victoria Institute.

## 115/24 To consider planning applications and matters

None

## 116/24 Accounts and Finance

### Payments

Lune Valley Methodist Hub (Room Hire)	£24.00
Robert Griffiths (AGAR Internal Audit)	£150.00

### Regular Payments

Easyweb website hosting (S/O) (July)	£36.96
Victoria Institute (Contribution May)	£800.00
Victoria Institute (Contribution June)	£800.00
Clerk Wages (July approx. with Pension)	£613.02
HMRC PAYE Tax & NI (July)	£154.33
Clerk Expenses (June)	£38.60
02 Mobile (Clerk Mobile June)	£6.99

## Balance at end of June 2024

Co-Op Bank £34,615.24

Unity Bank £32,214.33

Proposed Cllr Wright

Seconded Cllr Heywood

**117/24 To consider the update on Annual Accounts Submission/AGAR.**

It was noted that the clerk had submitted the internal audited accounts return (AGAR) to PFK Littlejohn for external audit on 20<sup>th</sup> June 2024. The Exercise of Public Rights was published on both PC noticeboards and on the PC website for a period of 30 working days expiring on Friday 9<sup>th</sup> August.

**118/24 To consider the update on the Fell View playpark repair and maintenance.**

Cllr Walmsley presented the costings of repairs and maintenance required on the playpark to date. She summarised estimates so far for path repairs and landscaping; prices for fence replacement to follow. It was resolved that path repairs be carried out urgently, as there are safety concerns. Cost for path edgings £790 plus additional for restoration of path surfacing. Clerk to instruct C.Lennon as soon as possible. Costs for removing wooden retaining sleepers and landscaping and soil removal - around £3000. The contractor to be advised that on-going works are left in suitably safe and secure state during the works.

A request to investigate a maintenance contract for inspection and safety at regular intervals to be considered at September meeting.

Proposed Cllr Walmsley

Seconded Cllr Boland

The grassed area to remain a multi-use area and to repair existing goal net at a cost of approx. £200.

Proposed Cllr Heywood

Seconded Cllr Powell

**119/24 To consider any highways and/or footpath matters.**

- It was resolved that the SpIDS camera to be installed over summer when over-hanging greenery was removed.
- The official notification of closure of Brookhouse Road at Artlebeck Bridge was received. From 8am Monday 22<sup>nd</sup> July to 5pm Monday 19<sup>th</sup> August, 2024. The closure had been shared to the PC Facebook page and updated on the website.  
Any potential Beckside Green damage would be raised with Cadent post-closure.
- Cllr Powell suggested a wildflower meadow as “circles” had been sown already at Beckside. These areas do require maintenance. Clerk to request LCC to quote for this.
- The bollard placements on footways around village/Inclusive mobility had presented challenges with ownership and feasibility. Clerk to seek advice from PROW on gated lane between The Croft and Copy Lane. Response from Farriers Yard not received at time of meeting. Cost of £46.44 for removal and £110.86 for painting by LCC. C Lennon would paint for less than LCC. Parish Council would meet the costs for these.  
Proposed Cllr Walmsley  
Seconded Cllr Powell
- Footpath review actions.  
On-going discussions and investigations of land ownership. Cllr Gibbons drafting letter to landowners.
- It was resolved that offer of the PROW grant of £500 would be accepted.
- The gate on the Greenway near Bullbeck is being obstructed by the slope, so remaining open at times. Parish Council to authorise repairs.  
Stiles are repaired at the cost of the PC and the funds cannot be taken from the £500 grant
- Following residents concerns over the safety of the village regarding traffic, Cllr Wright suggested compiling a paper with reference to traffic levels, speeds, etc. Other areas in the village raised concerns around Holme Lane and Caton Green. To be considered further on the September agenda/meeting.

**120/24 To consider any parish management & maintenance matters.**

- To consider public convenience opening times. Request for toilets to be opened early morning by Co-Op staff. Await any additional cleaning cost information from VI.
- To consider bus shelter maintenance. Costs discussed included: Beech hedge trim Hornby Rd Car park £100; Bus shelter painting at Copy Lane, Wavecrest & Sycamore Avenue including weeding £850 per shelter; Bollard painting £85 each. Proposed Cllr Walmsley, Seconded Cllr Powell  
Copy Lane bus shelter could not be painted on top until tree is trimmed after TPO works approval. The walling around would cost £100 to repaint as cracked again. Proposed Cllr Heywood, Seconded Cllr Powell  
Instruct immediate repair of bench at Artlebeck £105 – Proposed Cllr Walmsley, Seconded Cllr Boland.
- Coronation Living Heritage Fund grant for community orchards – grant submitted, await outcome.

**121/24 To consider the update and status on the Greenway improvements.**

Summary of works distributed with agenda. Approx £14,500 funding still to be received. Cllr Powell proposed that should contractors be available to start and complete work as instructed, funds to be approved to be released in advance of September meeting if required. Money has been ringfenced for the listed activities in the summary of works.

Proposed Cllr Heywood  
Seconded Cllr Gibbons

**122/24 To consider provision for young people of the parish.**

Lots of enthusiasm regarding third parties in the village and conversations underway to determine a meeting date. The PC would fund the cost of the meeting room for the open forum.

**123/24 To consider an update on the passive housing development ideas**

Cllr Carter to continue to attend the meetings.

**124/24 To consider social media updates for the Parish Council.**

The clerk gave a verbal summary of the social media interactions. Traction is increased when major events and disruption is planned.

**125/24 To consider events and engagement activities**

Summarised in 122/24

**126/24 To consider supporting the Link magazine.**

The Link Newsletter had been in touch to confirm the request of the councils involvement and proposed:

- (1) the profits for that year would be transferred to the Parish Council.
- (2) a summary of the Link accounts to be sent to the clerk for the Council to oversee to increase transparency

**127/24 To review existing policies and procedures.**

Review planned for August 2024

**128/24 To receive items for consideration for a future agenda.**

Regular payments to be paid in August period.

**129/24 Date and time of the next parish council meetings.**

It was resolved that meeting locations would alternate between Caton and Brookhouse for future meetings. The Sir Thomas Storey Room would be the location for VI meetings.

Tuesday 10<sup>th</sup> September 2024 at 7pm LVMH  
Tuesday 8<sup>th</sup> October 2024 at 7pm - VI  
Tuesday 12<sup>th</sup> November 2024 at 7pm LVMH  
Tuesday 10<sup>th</sup> December 2024 at 7pm - VI

Reminder for 2025 dates

Tuesday 14th January 2025	Tuesday 8th July 2025
Tuesday 11th February 2025	Tuesday 9th September 2025
Tuesday 11th March 2025	Tuesday 14th October 2025
Tuesday 8th April 2025	Tuesday 11th November 2025
Tuesday 13th May 2025	Tuesday 9th December 2025
Tuesday 10th June 2025	

The meeting closed at 8.41pm

Signed ..... Date.....

DRAFT