

Caton with Littledale Parish Council

Minutes of the parish council meeting held on Tuesday 12th March 2024 at 7pm at the Victoria Institute, Caton.

Present Cllr Carter, Cllr Heywood (chair) Cllr Walmsley (vice-chair), Cllr Boland, Cllr Wright, Cllr Powell, Cllr Gibbons, Laura McGowan (clerk)
City Councillor Joyce Pritchard

Open Forum

No issues raised

35/24 To receive apologies for absence.

None.

36/24 To consider and approve the minutes of the meeting held on Tuesday 12th February, 2024.

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

Proposed by Cllr Warmesley

Seconded by Cllr Gibbons

37/24 To receive declarations of interests and dispensations.

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

Cllr Walmsley declared an interest in any item regarding the Caton & Brookhouse Twinning Group.

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

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

Cllr Heywood declared an interest in any item regarding the Caton & Brookhouse Twinning Group.

38/24 To consider planning applications and matters.

24/0044/TCA – Tree works - Silver birch tree- pollard

Site address: Willowcroft, New Street, Brookhouse, Lancaster, Lancashire

The parish council has a preference that the tree is pruned sympathetically to suit the area.

24/0025/TPO - Fell 1 x mature lime tree

Site address: Rear Of 28 Moor Platt Caton Lancaster Lancashire LA2 9BF

The parish council defer to the experience of the Tree Preservation Officer

39/24 Accounts and finance.

Payments

Laura McGowan Clerk's Expenses (Jan)	£12.35
Laura McGowan Clerk's Expenses (Feb)	£127.58
Jenny Boland expenses (local history deposit box project)	£20.97
Victoria Institute, administration grant (S/O)	£800.00
BayTech web hosting (S/O)	£60.00
Victoria Institute room hire	£46.00
Keder picnic 3off benches for Fell View	£2970.00
Kompan (Zip Wire Repair)	£1057.65
Pandora Technologies Ltd (SpIDS Signs)	£3318.60
Chris Lennon (Oak Tree railings etc)	£800.00
02 Mobile	£6.27
Gallagher Insurance (Public Liability)	£2177.71

Receipts

Poors Land Co-Op Transfer

£1162.7

The Clerk highlighted the potential would arise to transfer balance from the Co-operative bank account to Unity so one sole bank account be used.

It was resolved that the payments and transfers be made.

Proposed Cllr Wright

Seconded Cllr Heywood

40/24 To consider participation at Caton Gala 2024

It was resolved for the parish council will be present at Caton Gala on 18th May 2024. Equipment needed to be claimed from the Victoria Institute before its closure for rewire.

Promotion material to increase visibility of the committee to be costed by clerk.

Agenda item to be carried to next meeting.

41/24 To consider the update on the Fell View playpark repair and maintenance.

Toddler playhut has been installed.

Ordered 3 picnic benches, dispatched 12th March 2024. Chris Lennon to install.

Georgia Peacock has been looking in to repairs of sleepers etc

LEP informed of sleeper/timber wall repair will not be spent in this financial year.

May need to apply for extra funding if replacement cost is high. Cushionfall still not available.

42/24 To consider any highways and/or footpath matters.

Footpath survey. Cllr Gibbons highlighted survey conducted in conjunction with a member of the community. Special thanks to those involved in this extensive survey.

Concerns of blocked paths were highlighted. Cllr Gibbons will proceed to send letters regarding clearing silage bales etc with a suitable letter from clerk. There is an annual grant which can be applied for regarding maintenance. Cllr Gibbons had acquired support stile repairs.

To consider progress on the installation of poles for SpIDS

No objections had been received on the proposed locations of the poles so will Cllr Heywood will progress. Clerk to extend thanks to Pandora Technologies on behalf of the parish council.

To consider Grays seat obstruction and damage to footpath/woodland

The footpath to Grays Seat from Lancaster Road (A683) is a permissive footpath and is part of Quernmore parish. Caton Clerk has liaised Quernmore clerk who has been in contact with the landowner regarding clearing the path. The general public were welcome to get involved with the clearance but the landowner would like notification when activity is planned. Recommend note in the Link to contact clerk should they wish to be involved.

To consider planned closure of Brookhouse Road at Artlebeck Bridge

Various dates have been circulated though no official notification has been received by the parish council. Matthew Maxwell-Scott from Lancashire County Council had written to parties involved.. Clerk to liaise with to Kirkby Lonsdale coaches about their potential plan.

43/24 To consider any parish management & maintenance matters.

To consider replacement of oak tree at the Fishstones and repairs to railings by Chris Lennon

The job has been completed. A formal thanks to be written to Chris Lennon for a job well done.

To approve renewal of green waste bin subscription - 2 bins at £90

Proposed Cllr Walmsley

Seconded Cllr Powell

To consider removal of plastic poppies attached to railings at War Memorial

Poppies to be removed and recycled.

Public Convenience Opening times

To be brought forward to April agenda to discuss funding additional hours.

44/24 To consider the update on the Greenway improvements and the Greenway engagement event.

Greenway project has progressed well. New furniture will be put in place in the coming week. Need to consider LEF funding request. Funds will be available for planting in autumn season. £31,650.00 received, parish council purchased furniture at £7202.14. Proposal to pay contractor invoice £25,000-£26,000 promptly. Official thank you to Cllr Powell and Georgina Peacock for their work. The matter of publicising the spaces will continue.

Proposed Cllr Walmsley

Seconded Cllr Heywood

45/24 To consider the update for the website transfer to Easyweb.

To consider whether councillors wish to have gov.uk email addresses set up for PC business

As there was an additional cost associated with several email addresses, the parish council agreed to use the clerk email as the sole contact for all councillors.

To consider inclusion of councillors' photos and /or contact details on website

For those who agreed to publish their photo on the website, arrangements would be made to take photos and upload at a later date.

46/24 To consider the questionnaire on Parish Council Settlement Review

Cllr Walmsley and clerk to work together to check through the plan. Eleanor Huddleston happy to do a site village. Cllr Walmsley to check on due date and Cllr Wright to step in if due asap if assistance required.

47/24 To consider Communications Plan for the Parish Council

Cllr Walmsley and clerk attended NALC webinar on social media and promotion. Working group proposal outside the parish council meeting to discuss further.

48/24 To consider the costs of the painting of the white lines at Hornby Road Car Park.

Estimates have been received in relation to re-painting the white lines at the car park at £300 inc VAT. An additional £95 is quoted for the disabled bay painting. Clerk to request the work commence.

Proposed Cllr Walmsley

Seconded Cllr Wright

49/24 To consider update on Emergency Plan.

Copies of plan gone to interested members of the community.

Agenda item to be considered in next meeting.

49.5/24 To consider Twinning small grant application.

Small grant application for £500 for supporting the Village Twinning event.

Proposed Cllr Powell

Seconded Cllr Wright

50/24 Date and time of the next parish council meetings.

Tuesday 9th April 2024 at 7pm. *annual parish meeting date to be set

Tuesday 14th May 2024 at 7pm.

Tuesday 11th June 2024 at 7pm.

Tuesday 9th July 2024 at 7pm.

Tuesday 10th September 2024 at 7pm.

Tuesday 8th October 2024 at 7pm.

Tuesday 12th November 2024 at 7pm.

Tuesday 10th December 2024 at 7pm.

The meeting closed at 8.30 pm.

Signed Date.....