Caton with Littledale Parish Council

 Minutes of the annual parish council meeting held on

 Tuesday 10th May 2022 at 7pm at the Victoria Institute, Caton.

**Present**:

Cllr Boland, Cllr Elvis, Cllr Gibbons, Cllr Powell, Cllr Walmsley, Cllr Wright, Cllr Heywood, Cllr Taylor, Cllr Thompson.

Three members of the public.

**Open Forum**

The B4RN representative informed the parish council that there is a community fund from B4RN and they would like to donate fruit trees to be planted in the village.

A request for permission for wayleave on Station Road to install B4RN broadband.

**60/22 To receive apologies for absence.**

Cllr Kynch.

**61/22 To consider and approve the minutes of the meeting held on Tuesday 12th April 2022.**

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

Proposed by Cllr Elvis.

Seconded by Cllr Powell.

**62/22 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 the Victoria Institute as a trustee.

**63/22 Appointment of chairman.**

It was resolved that Cllr Heywood be appointed as chair.

Proposed by Cllr Walmsley.

Seconded by Cllr Wright.

**64/22 Appointment of vice chairman.**

It was resolved that Cllr Walmsley be appointed as vice-chair.

Proposed by Cllr Gibbons.

Seconded by Cllr Powell.

**65/22 Appointment of representatives on committees, working groups and outside bodies.**

**LALC**

It was resolved that no representative will be appointed.

Proposed by Cllr Walmsley.

Seconded by Cllr Taylor.

**Website**

Cllr Taylor

Cllr Walmsley

**Victoria Institute**

Cllr Gibbons

**Neighbourhood Plan**

Cllr Walmsley

**Finance**

Cllr Powell

Cllr Heywood

Cllr Wright

**Poors Land**

Cllr Elvis

Cllr Taylor

Cllr Walmsley

**Parish Assets**

Cllr Elvis

Cllr Gibbons

Cllr Powell

**Lancashire Bus User Group**

Cllr Heywood

**New Sustran Route Group**

Cllr Powell

Cllr Gibbons

**Environment**

Cllr Taylor

Cllr Powell

Cllr Wright

**Gala Working Group**

Cllr Taylor

Cllr Powell

Cllr Boland.

**66/22 Appointment of the responsible financial officer.**

It was resolved that the clerk be appointed as RFO.

Proposed by Cllr Heywood.

Seconded by Cllr Wright.

**67/22 To consider the following planning matters and applications.**

22/00136/FUL

Proposal : Part retrospective application for the erection of an agricultural storage building and associated hardstanding, access track and alterations to land levels.

Site Address : Lower Barn, Littledale Road, Littledale, Lancashire.

The parish council has no observations.

22/0072/TPO Proposal : x1 Sycamore (T1) - Prune Site Address : 2 Kingfisher Court, Caton, Lancaster, Lancashire, LA2 9PU.

The parish council would like the tree to have sympathetic pruning.

**68/22 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 £642.02

Victoria Institute Room hire £45.80

Water plus (waste water Hornby Car Park) £52.96

War Memorial Garden maintenance £258.75

C Lennon – village contactor £100.00

Proposed by Cllr Wright.

Seconded by Cllr Walmsley.

**69/22 To consider the renewal of the Hornby Road Car Park lease.**

No update. The clerk was asked to enquire who would be responsible for the repair and maintenance of the car park as part of the lease agreement.

**70/22 To consider any highways and / or footpath matters.**

The barrier at Bull Beck still needs improving but there are issues with BT wires and culverts around the site before maintenance can commence. Cllr Walmsley will follow this up with LCC Highways.

**71/22 To consider any parish management & maintenance matters and receive the village contractor update.**

The contractor has stripped and oiled a bench but it still has signs of algae underneath, he will try an acid peroxide to see if it removes the algae.

The oak tree sapling at the fish stones needs removing and a new one planting. The parish council will ask residents on the Caton Gala Day if they would like the old / historic oak tree trunk preserving.

**72/22 To consider and resolve to respond to Lancaster City Council’s comments on the neighbourhood plan.**

It was resolved that the parish council agree to Lancaster City Council’s responses to the neighbour plan.

Proposed by Cllr Powell.

Seconded by Cllr Elvis.

**73/22 To consider the repositioning of the goal posts at Fell View.**

The clerk will ask LALC for advice on the repositioning of the posts as it is close to the proximity of the houses and causing problems with balls being kicked on to cars and gardens.

**74/22 To consider the request for the purchase of litter pickers.**

It was resolved that ten litter pickers be purchased.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

**75/22 To consider the update on the arrangements for a stall at Caton gala﻿.**

The gala working group will have a marquee, a photo montage & text display to show what the PC does, a councillor recruitment poster, an advert for the annual parish meeting and a flip chart for residents to add comments on post it notes. A rota for the councillors to staff the stand will be circulated. The working group have a budget of £250.00 for materials.

**76/22 To consider the update on the clerk’s vacancy and the clerk’s back pay.**

The clerk’s vacancy advert will be placed with LALC.

The calculations for the back pay will be considered at the next meeting.

**77/22 Reports and correspondence (information only).**

The roll of honours board has still not been completed.

LALC online climate change event.

Volunteer to change the SpID battery.

**78/22 Date and time of the next parish council meeting.**

Tuesday 14th June 2022 at 7pm.

The meeting closed at 9.05pm.

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