

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 12th March 2019 at 7.15pm.

Present:

CLlr Beckett, CLlr Elvis, CLlr Gibbons, CLlr Hill, CLlr Huddleston, CLlr Kynch, CLlr Paine (chairman), CLlr Skeldon, CLlr Walmsley (vice – chairman).

G Mason - clerk to the parish council.

Two members of the public.

19/35 Apologies for absence.

CLlr Thompson, CLlr Nesbitt.

19/36 Co-option of new councillor.

It was resolved that Judith Powell be co-opted onto the parish council.

The declaration of interest and acceptance of office forms were completed by Ms Powell.

19/37 Minutes

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

Proposed by CLlr Walmsley.

Seconded by CLlr Elvis.

19/38 Declarations of interest and dispensations.

CLlr Skeldon declared a prejudicial interest, as the partner of the current contractor for the agenda item: war memorial garden maintenance contract review.

19/39 Open forum.

The manager from the Coop store kindly offered for the Coop staff to lock up and open the public toilets. A risk assessment for the volunteers would need to be completed by the parish council.

The manager also offered to help paint the white lines in the car park when the weather is better.

19/40 Clerk's report.

The tree at The Croft has been reported to the TPO officer. She advises that the parish council first talk to the resident at The Croft and if the tree has a TPO then an application for works will have to be submitted to Lancaster City Council.

Phil Middlebrook has some good ideas for the playpark maintenance. He will send a description and quotation to the parish council for consideration.

Roeburndale Road - works to the road that need reinstating. Reported to LCC Highways but have had no response.

Boots Chemist - the manager has reported the graffiti to the area manager and there is no problem with the maintenance going ahead on the rented shop. As it is not urgent or a health & safety issue, it won't be a priority job but will be completed at some point.

19/41 Planning applications.

9/00124/FUL - Erection of two storey dwelling with detached garage, creation of new access and siting of package treatment plant. Woodfield House, Moorside Road, Brookhouse, Lancaster.

The parish council has no observations.

18/01596/REM Proposal : Reserved matters application for the erection of a dwelling (C3) For : Mr John Braithwaite Site Address : Land Adjacent Springfield House, Ball Lane, Caton, Lancaster, Lancashire.

The parish council objects to the planning application:

Highway safety. Access to the site is along Station Road, which is currently heavily used as a car park, with vehicles reversing and manoeuvring in a narrow space. It then crosses the Millennium Cycleway, which is well used by pedestrians, cyclists and dog walkers during the day and in the evenings and early mornings, when it is dark. Coming into this junction from Ball Lane visibility is very poor. Ball Lane itself is a narrow private road. The inevitable HGV movements during construction will be a safety hazard, and inevitably any additional residents will mean more regular vehicle journeys.

Flood risk and surface water. Although the flood risk zones have been redrawn by the EA, and a new drainage strategy put in place, there are still huge concerns among local residents about the effect of any construction in this area on surface-water runoff on existing properties.

Impact on historic buildings. The site is close to a listed building (Ash House) and its development may be intrusive.

Damage to trees. The mature trees along the Millennium Cycleway and in gardens to its North (including Springfield House) are an important part of the setting of the village and contribute to the enjoyment of this area. Their intentional removal, or damage to their roots, would have impacts on the wider landscape of the Forest of Bowland as well as the local environment.

Not meeting local housing needs. A need for additional small homes has been identified in the emerging Caton-with-Littledale Neighbourhood Plan, but the house apparently proposed for this site will not contribute to resolving local housing needs.

If the planning officer is minded to approve the reserved matters application, the parish council would like to reiterate the conservation officer's conditions (below) regarding the planning application being granted:

Details of natural stone to be used for walling, including quoins, kneelers, heads and cills (walling to be coursed rubble stone).

Built sample panel to show coursing to be agreed.

Mortar and pointing (sample panel to be agreed)

Slate (to be laid in diminishing courses and of an appropriate thickness); Ridge, verge and eaves details.

Fascia detail to flat roofs and flat roofing material.

Rooflights

Full details of bay window

Full details of porch.

Rainwater goods (to be cast iron or polyester powder coated aluminium).

All windows and doors shall be timber, and full details required (including colour and finish).

Landscaping details, including site entrance and gate.

Retention of existing trees and vegetation and planting scheme for additional native boundary planting.

19/00165/FUL - Sunningdale, Holme Lane, Brookhouse - Retrospective application for the erection of a 2m fence and change of use of grass verge to domestic curtilage.

The parish council has no observations on the erection of the fence but does have concerns regarding the grass verge becomes domestic curtilage. The sightlines on the road should not be obstructed and the parish council ask that Highways review this retrospective application.

It was resolved that the above observations will be submitted to Lancaster City Council Planning Department.

Proposed by Cllr Huddleston.

Seconded by Cllr Elvis.

19/42 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 £45.47 £650.58

Victoria Institute room hire £24.75

Victoria Institute room hire £4.40

B4RN (small grant award) £300.00

R Gibbons (gift reimbursement) £12.00

Bay Tech (emergency plan page on website) £60.00

It was resolved that the above payments be made.

Proposed by Cllr Huddleston.

Seconded by Cllr Beckett.

19/43 Public toilet locking update.

Cllr Hill was asked to write a risk assessment for the volunteers from the Coop, who will be locking and unlocking the public toilets.

19/44 Parish management and maintenance.

Play park inspections, repairs and maintenance

The contractor advised that a brick wall would be a cost effective replacement for the wooden edging around the playpark. The decking paths could be paved and the climbing logs do not need replacing yet, as they are not in bad condition.

The contractor will forward a quotation for works to the clerk.

Village contractor update

The clerk has received an email of interest for the village contractor's position.

It was resolved that Cllr Elvis will ask the contractor to clean all the bus shelters and ask for an estimate on repairing three shelters.

Proposed by Cllr Gibbons.

Seconded by Cllr Elvis.

Repair of the fish-stones update

The detailed report still needs to be submitted to Lancaster City Planning Department before work commences. The clerk was asked to write again with further details of the material to be used.

19/45 NW Air Ambulance donation consideration.

It was resolved that the parish council donate £100 to NW air ambulance.

Proposed by Cllr Kynch.
Seconded by Cllr Skeldon.

19/46 War memorial garden maintenance contract review.

Cllr Skeldon left the room at 8.06pm

The parish council has received one application for the three year war memorial garden maintenance contract. The following costs were submitted with a detailed works list 2019 - £1575, 2020 -£1650, 2021 - £1725.

It was resolved that the three year contract be awarded to D Skeldon.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

Cllr Skeldon rejoined the meeting at 8.09pm.

19/47 Annual village grass cutting contract review.

The Lancaster City Council grass cutting quote for 2019 is £2100 plus vat. To cut the grass and collect the cuttings it would be £4200 plus vat.

The clerk was asked to obtain quotes from other contractors to cut the grass and collect the cuttings.

19/48 Donation to the war memorial information board update.

The parish council have received an offer of a donation towards purchasing a noticeboard and the print of information and contents to be displayed. Cllr Walmsley will advertise in the Link for historic information and ask for residents to take over the project.

It was resolved that the parish council accept the donation of £750.

Proposed by Cllr Huddleston.

Seconded by Cllr Elvis.

19/49 LASAR water awareness training.

Cllr Walmsley reminded all councillors that the training will take place on the 6th April and there are still places left if they would like to attend.

19/50 Millennium Way maintenance update.

There is mud on the path which needs clearing and there are missing bars on the lower half of the gate at Bull Beck, which need replacing. The clerk was asked to report the concerns of the lack of maintenance of the Millennium Way to LCC.

The builders at the old Barghs site have moved the mesh barriers and damaged ivy and branches. The parish council would like the area to be reinstated by the developers and the clerk will contact planning to ask for this to be requested.

The style at Bull Beck has been laid down. Cllr Elvis was asked to report this to Hugh Stewart.

19/51 Road safety in the parish and SpID review.

The clerk was asked to contact Highways regarding the speed limit on Littledale Road which is 60mph. The 30mph needs to be extended past the new housing development on the old Barghs site, Hornby Rd. The clerk will also request a highway safety review of the roundabout and zebra crossing on Hornby Rd, as there have been reports of near misses.

19/52 Adoption of the standing orders and financial regulations.

The final edition of the standing orders and financial regulations will be circulated to the parish councillors and will be adopted at the April meeting.

Cllr Paine thanked Cllr Kynch and the finance committee for all their work on the documents.

19/53 Purchase of defibrillator update.

The clerk reported that the British Heart Foundation are providing grants for the purchase of a defibrillator. The grant conditions state that the defib cannot go in a locked or key coded cabinet. Cllr Huddleston was asked to approach the headteacher at St Paul's school, Brookhouse to ask if the defibrillator could be housed in the porch entrance of the school.

Cllr Beckett left the meeting at 8.47pm.

19/54 Storage of parish council archive review.

To be reviewed at the next meeting.

19/55 Reports, correspondence and items for the next agenda (information only).

Waste transfer renewal – noted.

Village clean up / litterpick email – noted.

Noticeboard has been repaired by a resident – clerk to send a thank you note.

Report of panes of glass missing on Copy Lane bus shelter – noted.

19/56 Date and time of the next parish council meeting.

Tuesday 9th April 2019 at 7.15pm.

The meeting closed at 8.54pm

Signed **Date.....**