Caton with Littledale Parish Council

Minutes of the meeting held on Tuesday 10th November 2020 at 7pm.

Due to the Covid 19 virus and social distancing rules this meeting was

held remotely by video communication.

**Present**:

Cllr Boland, Cllr Elvis, Cllr Gibbons, Cllr Heywood, Cllr Kynch, Cllr Powell, Cllr Skeldon, Cllr Taylor, Cllr Thompson and Cllr Walmsley (vice – chairman).

G Mason - clerk to the parish council.

One member of the public.

**Open forum**

No issues were raised.

**20/119 Apologies for absence.**

No apologies.

**20/120 To consider and approve the minutes of the meeting held on Tuesday 13th October 2020.**

It was resolved that the minutes be approved and signed by the chairman at the next meeting.

Proposed by Cllr Skeldon.

Seconded by Cllr Heywood.

**20/121 Co-option of new councillor.**

It was resolved that Jenny Boland be co-opted onto the parish council.

Proposed by Cllr Skeldon.

Seconded by Cllr Heywood.

**20/122 Declarations of interests and dispensations.**

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

Cllr Skeldon declared an interest in any agenda item regarding the war memorial garden

maintenance.

Cllr Kynch declared an interest in any item referring to the Fell View Playpark as a trustee of the

playpark action group.

**20/123 Appointment of chairman.**

It was resolved that the parish councillors will chair the monthly meeting on a rota.

Proposed by Cllr Walmsley

Seconded by Cllr Elvis.

**20/124 Appointment of vice chairman.**

It was resolved that Cllr Walmsley be appointed as vice chairman.

Proposed by Cllr Skeldon.

Seconded by Cllr Heywood.

**20/125 Appointment of representatives on committees, working groups and outside bodies.**

**LALC**

Cllr Kynch

Cllr Walmsley

**Website**

Cllr Taylor

Cllr Walmsley

**Twinning**

Cllr Gibbons

Cllr Heywood

**Victoria Institute**

No member

**Caton Playpark Action Group**

No member

**Neighbourhood Plan**

Cllr Walmsley

Cllr Kynch

**Finance**

Cllr Powell

Cllr Gibbons

Cllr Kynch

**Poors Land**

Cllr Skeldon

Cllr Elvis

Cllr Heywood

**Parish Assets**

Cllr Elvis

Cllr Gibbons

Cllr Powell

**Footpaths**

Cllr Elvis

Cllr Gibbons

Cllr Taylor

**Lancashire Bus User Group**

Cllr Powell

Cllr Taylor

**New Councillor Support**

Cllr Walmsley

Cllr Kynch

**New Sustran Route Group**

Cllr Powell

Cllr Thompson

**20/126 Appointment of the responsible financial officer.**

It was resolved that the clerk be appointed as the responsible financial officer.

Proposed by Cllr Walmsley.

Seconded by Cllr Skeldon.

**20/127 Planning matters and applications.**

20/01146/FUL Proposal : Creation of a dropped kerb Site Address : 61 Brookhouse Road, Caton, Lancaster, Lancashire, LA2 9RG

The parish council has no observations.

**20/128 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 and expenses £666.65

(including wreath purchase and zoom subscription)

Eon electric invoice – Hornby Rd Car Park £5.62

Chris Lennon village contractor £65.00

Internal auditor gift purchase £20.00

R Gibbons SpID battery reimbursement £41.40

Lancaster City Council refurbishment of Fell View Playpark £5193.60

It was resolved that the payments be made.

Proposed by Cllr Elvis.

Seconded by Cllr Taylor.

A vote of 9 in favour of the Fell View Playpark payment being made with 2 abstentions.

**20/129 Highways and footpaths.**

***SpID update.***

Cllr Gibbons has purchased the battery and will test it in the SpID this week.

***To consider making an application for a Definitive Footpath Modification Order for the two footpaths used by the public to access Station field.***

It was resolved that the parish council will not apply for a Definitive Footpath Modification Order for the footpath on Station Field.

Proposed by Cllr Skeldon.

Seconded by Cllr Thompson.

***To consider action to progress reinstatement of the footpath along Artlebeck between Brookhouse Road and the A683.***

Cllr Walmsley informed the parish council that the Lune Rivers Trust had advised that an engineering solution to reinstating the banking could cost up to £100,000.

The landowner could allow a permissive path or a stretch of land could be purchased and trees planted within the strip to allow a path in between. Cllr Walmsley will keep exploring the possibilities of the footpath reinstatement.

**20/130 Parish management and maintenance.**

***Hornby Rd car park – to consider improving the gravel verge between the car park and Boots wall.***

No quote received.

***To consider the repairs to the War Memorial.***

No quote received.

***Fell View repair works update.***

The playpark refurbishment has been completed by Lancaster City Council and a post installation inspection has been submitted to the parish council.

**20/131 To consider the request for new goal posts at Fell View.**

The clerk and Cllr Powell looked into various options for the goals. The requested size of a pair of goals would cost between £700-£900. The removal of the old posts and installation of the new posts needs to be considered.

It was resolved that the parish council support the purchase and installation of the goalposts and will consider a donation when full costs are received.

Proposed by Cllr Heywood.

Seconded by Cllr Taylor.

**20/132 Budget 2020/21: To adopt the document of income expenditure for the next financial year.**

The clerk was asked to amend the draft and circulate it before the next meeting.

**20/133 Lengthsman’s update.**

No update.

**20/134 Organisation of the Christmas tree purchase and siting.**

The Christmas tree will be erected the first week of December. Cllr Elvis informed the parish council that the tree will be approximately £80.

**20/135 To consider the distribution of donations for the village covid volunteers.**

The total of the donations received is £450. The parish council will decide at the next meeting how to distribute this cash to the volunteers.

**20/136 To review the correspondence from the landowner of Elm Grove Field.**

The planning department has followed upon on the reports of the activity at the site but there has been no update.

The parish council will review how to move forward in summer when there may be more activity to report.

**20/137 Reports and correspondence (information only).**

None.

**20/138 Date and time of the next parish council meeting.**

Tuesday 8th December 2020 at 7pm

The meeting closed at 9.09pm

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