Caton with Littledale Parish Council

 Minutes of the parish council meeting held on

 Tuesday 8th November 2022 at 7pm at the Victoria Institute, Caton.

**Present**: Cllr Elvis, Cllr Gibbons, Cllr Heywood, Cllr Kynch, Cllr Boland, Cllr Powell, Cllr Walmsley, Cllr Wright.

Three members of the public.

Gill Mason – clerk.

**Open Forum**

No issues raised.

**140/22 To receive apologies for absence.**

None.

**141/22 To consider and approve the minutes of the meeting held on Tuesday 11th October 2022.**

It was resolved that the minutes be approved and signed by the chair after the following sentence is moved to agenda item 136/22 - Cllr Walmsley will ask the local resident if she wishes to organise a small service at the war memorial.

Proposed by Cllr Powell.

Seconded by Cllr Wright.

**142/22 To receive declarations of interest and dispensations.**

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

Cllr Kynch declared an interest in any item regarding the Fell View Playpark as a member of the CLPPAG.

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.

**143/22 To consider planning application and matters.**

**22/01114/FUL** Proposal : Construction of a dormer extension to the rear elevation, replacement dormer extension to the front elevation and erection of a replacement detached garage.

Site Address : 22 St Pauls Drive, Brookhouse, Lancaster, Lancashire, LA2 9PG.

**21/01552/FUL** Proposal : Erection of a detached dwelling (C3) and creation of a new vehicular access

Site Address : Land Adjacent, 26 Moorside Road, Brookhouse, Lancaster, Lancashire LA2 9PJ.

**22/01126/FUL** Proposal : Erection of a rear porch Address : Oak Cottage, Quernmore Road, Caton, Lancaster, Lancashire LA2 9LX.

**22/01224/FUL** Proposal : Demolition of existing dormer with installation of replacement dormer, installation of sun tubes to side elevation, installation of roof light to front elevation, installation of solar panels to rear elevation, Installation of light well to front elevation, installation of doors and windows to rear and side elevation.

Site Address : 30 Hornby Road, Caton, Lancaster, Lancashire, LA2 9QS.

**22/00677/FUL** Proposal : Erection of a single storey rear extension Site Address : 1 Moor Platt, Caton, Lancaster, Lancashire, LA2 9BF.

**22/01283/LB** Proposal : Removal of chimney stack and raising of a new chimney stack. Site Address : 9 Lancaster Road, Caton, Lancaster, Lancashire, LA2 9QJ.

The parish council has no observations on the planning applications.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

**144/22 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 / wreath purchase £697.05

Victoria Institute room hire £18.00

War Memorial Garden maintenance £258.75

Bay Tech 12 months hosting £330.00

Npower £7.02

It was resolved that the payments be made.

Proposed by Cllr Walmsley.

Seconded by Cllr Gibbons.

**145/22 To consider any highways and / or footpath matters.**

The footbridge near Caton Primary School will hopefully be fixed in December as the parts have been ordered and received.

The clerk was asked to follow up with LCC the works to the overgrown hedges at Copy Lane, Croftlands and Caton Hall.

**146/22 To consider any parish management & maintenance matters and receive the village contractor update.**

***Village signs***

The sign refurbishment has been completed.

***Cushion fall purchase for the play park***

The clerk will ask for a quote for 300m3 cushion fall and also enquire with Lancaster City Council whether wet pour flooring would be a better option.

***Bus shelter repair at the Black Bull***

The replacement perspex sheeting has been purchased, and the village contractor will be asked to clean inside and outside the bus shelters.

***Playpark inspection follow up***

The clerk was asked to obtain a quote from Lancaster City Council to maintain the playpark in line with the observations from the latest inspection.

**147/22 To consider the update from the environment working group and the approval of expenditure for room hire and administration.**

It was resolved that any administration or room hire costs will be paid for by the parish council.

Proposed by Cllr Heywood.

Seconded by Cllr Boland.

**148/22 To consider the appointment of a representative for the Victoria Institute Trustees.**

It was resolved that Cllr Gibbons is appointed as the representative.

Proposed by Cllr Wright.

Seconded by Cllr Walmsley.

**149/22 To consider the advertisement for the War Memorial Garden maintenance contract.**

Cllr Walmsley will advertise the maintenance contract in The Link for people to tender.

**150/22 To consider the appointment of councillors on the finance and budget working group.**

It was resolved that Cllr Powell, Cllr Wright and Cllr Heywood are appointed. A working group meeting will be held before the next parish council meeting.

Proposed by Cllr Walmsley.

Seconded by Cllr Elvis.

**151/22 To consider the organisation of a cost-of-living information event in the Victoria Institute.**

It was resolved that the parish council support the event.

Proposed by Cllr Wright.

Seconded by Cllr Gibbons.

**152/22 To consider the Christmas tree purchase and installation costs.**

It was resolved that a tree be purchased at a cost of £120.00.

Proposed by Cllr Elvis.

Seconded by Cllr Walmsley.

**153/22 Reports and correspondence (information only).**

Letter of signatories Caton Bowling Green – noted.

Cllr Taylor’s resignation -noted.

Caton Sports Association application.

**154/22 Date and time of the next parish council meeting.**

Tuesday 13th December 2022 at 7pm.

The meeting closed at 8.07pm.

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