Caton with Littledale Parish Council

 Minutes of the parish council meeting held on

 Tuesday 10th October 2023 at 7pm at the Victoria Institute, Caton.

**Present**: Cllr Heywood (chair), Cllr Walmsley (vice-chair), Cllr Boland, Cllr Wright, Cllr Powell, Cllr Gibbons.

Gill Mason – clerk.

Lancaster City Cllr J Pritchard.

**Open forum**

Cllr Pritchard reported that Lancaster City Council has been awarded the silver award for ‘Investors in People’.

There will be free parking in Lancaster from 26th November to 24th December for Sunday shopping and Thursday evenings from 30th November to 21st December.

There will be no firework display this year as the cost is £35,000 for 17 minutes of fireworks. Light up Lancaster will be for three days not two this year.

Lancaster City Council has created an online newsletter to update communities. The website is www.lancaster.gov.uk-news.

**123/23 To receive apologies for absence.**

Cllr Carter.

**124/23 To consider and approve the minutes of the meeting held on Tuesday 12th September 2023.**

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

Proposed by Cllr Walmsley.

Seconded by Cllr Gibbons.

**125/23 To receive declarations of interest 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.

**126/23 To consider planning application and matters.**

23/00697/VCN Proposal : Demolition of existing steel/block agricultural buildings and re development of site to provide 5 residential dwellings, including conversion and extension of existing barn and outbuilding (to form 3 dwellings) and erection of 2 new dwellings with associated access (pursuant to the variation of condition 2 on planning permission 20/00047/FUL to remove the connection to the driveway to the north) Site Address : Escowbeck Farm, Quernmore Road, Caton, Lancaster, Lancashire LA2 9NE

The parish council object to the application due to no pedestrian access and highway safety issues.

23/01119/FUL Proposal : Alteration to existing window/external door to the rear elevation and construction of a replacement balcony to the rear Site Address : 2 Forge Mill, Quernmore Road, Caton, Lancaster, Lancashire LA2 9NB

The parish council has no observations.

**127/23 Accounts and finance.**

**Payments**

Victoria Institute, administration grant (S/O) £800.00

BayTech web hosting £60.00

Victoria Institute room hire £38.95

Gill Mason clerk’s expenses £44.26

D Skeldon -War memorial garden maintenance £263.92

Churchyard grant £750.00

Wreath purchase £24.99

Jamie Gott kissing gate repair £840.00

Flag purchase £80.00

Ingol and Tanterton Neighbourhood Council CiLCA training reimbursement £305.00

It was resolved that the payments be approved.

Proposed by Cllr Walmsley.

Seconded by Cllr Powell.

**128/23 To consider the update on the Fell View playpark repair and maintenance.**

***Update on the progress of repair and maintenance***

The toddler hut has been removed. The clerk will get a quote for the removal of the old benches and siting of the new benches.

Cllr Walmsley will collate the statement of support and playpark users survey to send to the LEF.

***Additional fundraising for the playpark and CPPAG funds***

The clerk has contacted the CCPAG committee by email but has had no response. A recorded letter will be sent to the trustee’s address.

**129/23 To consider any highways and/or footpath matters.**

***To review the current battery operated SpIDS and consider the purchase of a solar powered replacement.***

Cllr Heywood has received the following quote for the parts for a SpID.

Sign £1995.50 + vat (Second hand case with front lens, black mask, graphic and rubber seal, solar port, data port and solar charge controller) New smiley face board provided free issue by NHT.

New seven segment board, radar, key switch, wiring, and battery. Sign model costs £2600.00 + vat

Solar kit  £475.00 + vat Carriage £45.00 + vat.

The clerk will enquire about the installation of two SpID post with LCC Highways.

**130/23 To consider any parish management & maintenance matters.**

***To consider the update on the siting of a bench at the Quernmore Road bus shelter***

The clerk will ask for another quote to site the bench.

***To consider the strimming of the hedge at Hornby Car Park and associated costs.***

It was resolved that the village contractor strim the hedge at a cost of £75.00.

Proposed by Cllr Walmsley.

Seconded by Cllr Gibbons.

***To consider the repainting of Hornby Road car park white parking lines***

The clerk will enquire if the Victoria Institute has the suppliers contact for the materials. Contractors will also be contacted to quote on completing the works at Hornby Road Car Park and Station Road.

***To consider the arrangements for the purchase and siting of the Christmas Tree***

Cllr Gibbons will order the tree with the supplier up to a cost of £150.00.

Proposed by Cllr Walmsley.

Seconded by Cllr Heywood.

***To consider the grass cutting schedule at Fell View***

The clerk will ask Lancaster City Council for a quote on cutting Fell View Park and football area every two weeks May – October.

**131/23 To consider the report from the Greenway Working Group.**

LEF has agreed the new funding amount of £28,000. Tim Blythe from LCC has allocated £4,500 for tree and hedge work.

**132/23 To consider and approve the arrangements for Remembrance Day.**

It was resolved that the clerk purchase the wreath at a cost of £24.99. The contractor will be asked to tidy the memorial garden before the 10th November.

Proposed by Cllr Heywood.

Seconded by Cllr Gibbons.

**133/23 To consider the Asset Working Group’s report and recommendations.**

The clerk will forward the bus shelter refurbishment list to the village contractor to quote.

The manager at the Co-op will be asked if the staff can unlock the public toilet from 7am.

A list of new replacement bins around the village will be created. The clerk will ask the Canals and River Trust if any of the spare bins can be adopted.

**134/23 To consider the arrangements for the Poor’s Land distribution.**

Cllr Walmsley informed the council that the forms will be ready to collect from the VI by November.

Cheques will be issued as payment to the applicants.

**135/23 Reports and correspondence (information only).**

Victoria Institute - The electrical contractor will commence re-wiring in April. Cllr Gibbons informed the council that he will be continuing as a VI trustee for the following year.

NALC training events and analysis – Cllr Wright to complete the ‘empowering young voices in your community’ event.

**136/23 Date and time of the next parish council meeting.**

Tuesday 14th November 2023 at 7pm.

The meeting closed at 8.21pm. **Signed …………………………………………… Date………………......**