

Caton with Littledale Parish Council

Minutes of the parish council meeting held at the Victoria Institute on Tuesday 11th October 2016 at 7.15pm.

Present:

Cllr G Beckett, Cllr R Elvis, Cllr R Gibbons, Cllr M Skeldon, Cllr D Nesbitt, Cllr C Kynch, Cllr S Thompson & Cllr J Walmsley (chairman).

G Mason, clerk to the parish council.

16/272 To receive apologies for absence. Cllr R Paine (vice chairman), Cllr K Hill.

16/273 To consider and approve the minutes of the ordinary meeting held on 13th September 2016.

It was resolved that the minutes of the previous meeting were approved and signed by the chairman, Cllr Walmsley.

Proposed by Cllr Skeldon.

Seconded by Cllr Nesbitt.

16/274 Declarations of interest and dispensations.

No declarations were made.

16/275 Open forum.

No members of the public attended the meeting.

16/276 Planning applications.

16/01215/FUL 6 Brookhouse Road, Caton, Lancaster, Lancashire, LA2 9QT - Construction of a dormer extension to the rear elevation and installation of 3 velux roof lights to the front elevation.

The parish council have no observations.

16/277 Parish management and maintenance.

Rebuilding of the wall surrounding the oak tree on Copy Lane.

No update received.

Play park inspections, zip wire locking and repairs under warranty review.

Cllr Kynch has offered to take the key and the inspection forms to the resident who will be completing the zip wire locking and play park inspections. The bank details of the resident will also be collected, so a direct debit for payments can be set up.

Cllr Kynch has received information from Georgina Peacock regarding the rotten wooden posts. Ms Peacock advised that using post saver sleeves, which cover the end of the posts in the ground, may preserve the posts for longer.

The clerk was asked to obtain quotes for post savers, new wooden posts and recycled plastic posts.

Removal of planter to Moor Platt.

Lancashire Highways have confirmed that the parish council have permission to move the planter to Moor Platt. Cllr Gibbons will organise the removal of the planter, as a fork lift truck will be required.

Lengthsman / contractor update.

The clerk has spoken to a contractor who is interested in tendering for the 'lengthsman' contract duties and the war memorial garden duties. He does not want to tender for the varnishing of benches and noticeboards. The clerk will ask the contractor to submit his tender before the next meeting.

Oak tree at The Fishstones.

The clerk will write to Ms Gay Layton to thank her for the donation of the oak sapling which will hopefully be planted within the old oak tree at The Fishstones.

Cycle rack installation.

Cllr Kynch reported that the manager at the Coop would like a shelter over the cycle rack. This would make the cycle rack more noticeable to users and shelter bikes from the rain.

The clerk will contact Lancashire Highways to ask if there are any planning requirements or restrictions on siting a cycle rack / shelter on Hornby Road.

Cllr Kynch was asked to bring designs and costs of potential cycle rack / shelters to the next meeting. Cllr Walmsley stated that she would prefer a more robust shelter, not a wooden one which would require maintenance.

Parish noticeboard in Brookhouse.

Cllr Gibbons informed the parish council that there are now post markings where the noticeboard will be sited by Mr Robin Hill.

Playground signage.

The clerk has distributed the design and cost of a new playground sign from Sign Express to the councillors.

It was resolved that the clerk purchase the sign at a cost of £119.79 plus vat.

Proposed by Cllr Nesbitt.

Seconded by Cllr Skeldon.

16/278 Highways and footpath matters.

The clerk has contacted Lancashire Highways who have reviewed the 'No HGV' sign on Holme Lane. Highways have responded saying that the sign is newly placed and is the correct size.

Cllr Thompson would like to find out if there are restrictions locally for HGV's due to the new bypass, especially on Low Road.

The clerk will contact Lancashire Highways again regarding the illegal advertising signage for Crook O'Lune caravan park.

16/279 Request to change the current toddler swing to a baby swing – Fell View play park.

The Fell View Play Park Action Group has received funding to replace the current toddler swing with a baby swing.

It was proposed that the clerk purchase the baby swing at a cost of £93.12 including vat, once the parish council has received the monies from the action group.

Proposed by Cllr Skeldon.

Seconded by Cllr Gibbons.

16/280 Neighbourhood plan update.

Cllr Walmsley reported that Eliot Lorimer from the AONB attended the September neighbourhood plan meeting. The feedback from the attendees said it was a positive meeting. Cllr Walmsley will request the AONB notes from the meeting.

At the second meeting on the 5th October, Claire Bradley from Kirkwells circulated an issues and options document. This document can be revised and taken to consultation in the village. The steering group have a link to the document which will allow them to add to or amend the information. They will meet shortly to start planning the consultation and to produce a survey. One proposal from the steering group is to ask residents 'what they value' in the village and 'what their favourite view is'.

Cllr Walmsley received the Lancaster City Council Planning timetable. For the neighbourhood plan to be taken into account and considered alongside Lancaster City Council's Local Plan it must be well advanced by late summer 2017.

16/281 Chairman's roll of honour board update.

The cost of producing and installing a vinyl header, chairman names and dates for the new board is £35.62 plus vat.

It was resolved that the parish council send the new board to Signs Express to install the header and lettering.

Proposed by Cllr Gibbons.

Seconded by Cllr Skeldon.

16/282 Arrangements for Remembrance Sunday.

The Remembrance Service will be held at Caton Methodist Church on Sunday 13th November at 10.15am.

The clerk will purchase a British Legion wreath. Cllr Skeldon confirmed he will read out the names of the fallen, on behalf of the parish council.

16/283 Christmas tree and light purchase.

Cllr Gibbons reported to the parish council that the Christmas lights have been checked and they are all in working order.

Cllr Elvis and Cllr Gibbons will get a quote for a 16ft Christmas tree to be considered at the next meeting.

16/ 284 Adoption of the emergency plan.

Cllr Walmsley informed the parish councillors that the plan has to be formally adopted by the parish Council. The civil contingency planning officer will then be informed, that it has been voted on to be adopted. The plan will then be formally adopted by Quernmore Parish Council at their meeting next week.

Cllr Walmsley will advertise for volunteers in The Link, to work with the emergency plan, on viewing and reporting on becks and streams and to register with the Met office for weather warnings. The document can be circulated in the community and kept in public places.

It was resolved that the emergency plan be adopted by Caton with Littledale Parish Council.

Proposed by Cllr Elvis.

Seconded by Cllr Skeldon.

16/285 Accounts

The finance working group plan to meet before the next parish council meeting.

Payments

Victoria Institute, administration grant (S/O)	£1000.00
Victoria Institute, public toilet cleaning (S/O)	£152.00
Mr B Postlethwaite, to open/close public toilets (S/O)	£40.00
Gill Mason, clerk’s wages August £386.53 and expenses £47.29	£433.82
Victoria Institute room hire	£33.75
Bench purchase VAT reimbursement - G. Mason (clerk)	£65.00
Envirocare - war memorial gardens	£228.00

It was resolved that the above payments be made.

Proposed by Cllr Beckett

Seconded by Cllr Skeldon

Receipts.

None received.

16/286 Police, city & county reports and other correspondence.

Wennington Neighbourhood Plan application.

Dolphinholme Neighbourhood Plan application.

Cllr Kynch will circulate the Lune Valley LALC meeting reports.

16/287 To note the date of the next parish council meeting.

Tuesday 8th November 2016 at 7.15pm. Detailed agenda items to be submitted by 5pm on Monday 31st October.

Signed

Date.....