

Caton with Littledale Parish Council

Minutes of the parish council meeting held on Tuesday 9th April 2024 at 7pm at the Victoria Institute, Caton.

Present Cllr Carter, Cllr Heywood (chair) Cllr Walmsley (vice-chair), Cllr Boland, Cllr Wright, Cllr Powell, Cllr Gibbons, Laura McGowan (clerk)

Open Forum

No issues raised

51/24 To receive apologies for absence.

None.

52/24 To consider and approve the minutes of the meeting held on Tuesday 12th March, 2024.

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

Proposed by Cllr Wright

Seconded by Cllr Walmsley

53/24 To receive declarations of interests 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.

54/24 To consider planning applications and matters.

24/00304/AD - Agricultural determination for the upgrading of existing access track

Site address: Cragg Farm, Littledale Road, Littledale, Lancaster, Lancashire LA2 9ET

Application refused by time of meeting

24/00253/FUL - Construction of a dormer extension with balustrade to the rear elevation

Site address: 11 Pinewood Avenue, Brookhouse, Lancaster, Lancashire, LA2 9NU

The Parish Council has no observations

To consider report on Lancaster City Council Review of Development Plans, including adopted Neighbourhood Plans

Following attendance at the Storey briefing of the Lancaster City Council Review of Development Plans, after extensive work carried out on the neighbourhood plan, the Parish Council will not be taking further action at present.

55/24 Accounts and finance.

Robert Griffiths to be appointed as internal auditor 23/24 accounting period.

Proposed Cllr Walmsley

Seconded Cllr Heywood

Cllr Wright was proposed as an additional signatory on the Unity Trust Bank Account.

Proposed Cllr Heywood

Seconded Cllr Boland

Payments

Laura McGowan Clerk's Expenses (Mar)	£91.39
Currys Laptop Purchase	£399.99
Victoria Institute, administration grant (Feb)	£800.00
Victoria Institute room hire (Feb)	£21.95
BayTech web hosting (S/O)	£60.00
02 Mobile	£6.99
Surface & Groundworks (Patio & Bench install Greenway)	£29,637.60
Kompan – Toddler Hut	£9573.12
Victoria Institute, administration grant (March)	£800.00
Victoria Institute room hire (March)	£20.00

Receipts

LEF Grant 8/3/24	£6750.00
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Proposed Cllr Powell
Seconded Cllr Walmsley

56/24 To consider participation at Caton Gala 2024

It was decided to grant a budget of £100 for printing promotional materials for the event. Feather banner necessity would be reviewed after the 2024 event.

Proposed Cllr Wright
Seconded Cllr Boland

57/24 To consider the update on the Fell View playpark repair and maintenance.

The "Cushionfall" is now back in production so Ms Peacock confirming how much is needed. £3,000 requested to be reserved for the purchase. Cllr Carter will approach volunteers to assist with ground preparation.

Proposed Cllr Powell
Seconded Cllr Gibbons

Grass-cutting quotation shared including areas cut and approved to instruct.

Proposed Cllr Walmsley
Seconded Cllr Heywood

58/24 To consider any highways and/or footpath matters.

Following the consultation period, installation of poles for to be requested from Lancashire County Council.

With reference to planned closure of Brookhouse Road at Artlebeck Bridge, no official notification received and expression to postpone to summer has been requested. Clerk is keeping in regular contact with Cadent. Reimbursement of travel costs in discussion with Cadent.

The reinstatement of groundworks on Becksideside green would be highlighted after the Artlebeck Bridge closure works were complete to Cadent.

Bollard and gate placement on footways around village/inclusive mobility would be raised by Clerk to County Council.

White-lining in Hornby Road car park completed.

Footpath review awaiting contact details to approach landowners regarding repair works and footpath marking.

59/24 To consider any parish management & maintenance matters.

Cllr Gibbons to request update on extra costs for cleaning public conveniences from the VI should the hours of opening be increased.

Bus Stop repainting quote to be requested for remaining shelters/stops to be refreshed.

60/24 To consider the update on the Greenway improvements and the Greenway engagement event.

Minimal work remaining to complete Greenway project. Gate repair and hedgework, planting to commence in autumn. Approx £12,000 shortfall. Request was made for shortfall to be paid from PC reserves in lieu for further funding. A thank you to Cllr Powell for the commitment to the project.

Proposed Cllr Walmsley

Seconded Cllr Gibbons

61/24 To consider the update for the website transfer to Easyweb.

Notice served to Bay Tech and the new website is live.

62/24 To consider Communications Plan for the Parish Council.

Facebook presence to promote activity to be created with public comment ability disabled when appropriate.

63/24 To consider update on Emergency Plan.

Cllr Walmsley has circulated the emergency plan copy. With agreement it has been sent to Lancaster City Council. NB The Institute is not available for next couple of months. Quernmore Parish is contained within the plan.

64/24 To receive items for consideration for a future agenda.

Hornby Road Car Park lease for the upcoming 6 months has been received after published agenda.

65/24 Date and time of the next parish council meetings.

Annual Parish Meeting to commence 30 minutes earlier and incorporate the monthly May meeting agenda.

Proposed Cllr Walmsley

Seconded Cllr Heywood

Meeting be hosted in the Methodist Hub

Proposed Cllr Gibbons

Seconded Cllr Wright

Tuesday 14th May 2024 at 6.30pm.

Tuesday 11th June 2024 at 7pm. *Location to be confirmed at 14th May meeting

Tuesday 9th July 2024 at 7pm.

Tuesday 10th September 2024 at 7pm.

Tuesday 8th October 2024 at 7pm.

Tuesday 12th November 2024 at 7pm.

Tuesday 10th December 2024 at 7pm.

The meeting closed at 8.19 pm

Signed Date.....