

MINUTES OF THE ORDINARY MEETING OF CATON - WITH - LITLEDALE
PARISH COUNCIL HELD AT THE VICTORIA INSTITUTE
ON TUESDAY 9 FEBRUARY 2016.

PRESENT: Councillors : G Beckett, H Diggle, R Elvis, R Gibbons, K Hill, C Kynch,
D Nesbitt, R Paine, S Thompson & J Walmsley. S Brown, Clerk.
City Councillors J Parkinson & J Jackson.

16/125 **To Receive Apologies for absence:** Cllr M Skeldon sent his apologies

16/126 **To approve Minutes of Meeting held on 12 January 2016 and sign them as a true record :** Proposed Cllr Elvis, Seconded Cllr Nesbitt.

16/127 **To Receive Declarations of Interest and authorise any Dispensations :** No Declarations were recorded.

16/128 **To Adjourn the meeting for the Open Session following which the meeting will be reconvened:** No adjournment necessary.

16/129 **To Consider and Approve Policing and Community Together Matters :** Police are unlikely to be able to attend any meetings, due to pressure of work and shortage of manpower. The Clerk had circulated the latest report provided and will send Councillors a link to the regular police report. An item will be put into *The LINK* regarding vigilance and shed security.

16/130 **To receive and approve County and District Councillor's Reports :**

City Councillor Parkinson had circulated budget proposals information before the Parish Council meeting. They will be voted upon later that week. Concerns were raised about City Council proposals including the 50% cut in the public toilet grant. Swimming pools may also close, unless neighbouring schools are able to take them on and run them. Parishes will have to cover the costs of their elections in 2019, the Clerk raised the point that a contingency will need to be considered for this expense in future budget setting. Green Waste Collection will cost £30 per bin.

Cllr Jackson's report focused on Lancashire County Council's proposal that all bus subsidies will cease from April 1. £1 million (Capital) has been set aside for parishes to buy buses and £2 million (Revenue) across the whole of Lancashire, for the parishes to run the bus services and pay for drivers. The County Budget meeting on Thursday 11th February was expected to make a final decision. The new Stagecoach timetables would be available within days.

16/131 **To Receive reports from Bus Users Group on 21st January, LALC and Halton meeting on 28th January :** To consider using Parish Projects fund to help support evening and Sunday bus services for up to one year:

The Clerk, parish councillors and district councillors Jackson and Parkinson pooled information from meetings of the Lancaster Bus Users Group, LALC and from a meeting with Halton PC Parish Clerk and Councillors at which County Councillor Susie Charles had reported. Stagecoach had to submit new details about services to the Traffic Commissioner by 4 February. The proposal is that the last bus from Lancaster up the Lune Valley will leave before 6pm during the week and there will be no Sunday service.

At the Halton meeting it was agreed that the bus out of Lancaster after 6pm was particularly important for workers. A limited evening service might be kept going if matched funding were available and Parishes could commit some funds towards this for Stagecoach; it would be impractical for local councils to run a bus service themselves. Stagecoach will be lobbied, once the details are better known. It is hoped that Halton and Hornby will work with Caton. Cllr Kynch will contact the LALC secretary to discuss joint approaches. Direct approaches to Cllr Fillis, who has responsibility for public transport in Lancashire, might be appropriate.

The Parish Council agreed that a public meeting and/or an Extraordinary General Meeting might be called to discuss buses/funding/the way forward.

16/132 To Consider Emergency Planning & to note initial discussions from the Working Group :

Cllr Walmsley had met Mark Bartlett, the Civil Contingencies Officer at Lancaster City Council, to discuss the possibility of creating an emergency plan for the village. He recommended a short simple plan, kept up to date, and lodged with him in case of need. The Victoria Institute might be a suitable emergency centre. Cllr Paine would check with the Victoria Institute Board of Trustees and report back. Other centres such as schools or church halls should be identified. The Emergency Plan working group would meet shortly. Mr Bartlett had also stressed the need for residents to prepare for emergency, and items would be placed in The Link from time to time to remind people to ensure their buildings were in good order and they had supplies of candles, matches, batteries etc.

16/133 To Consider Cessation of Countryside Services from 2018 - Impact on the Crook O Lune :

The Clerk was asked to confirm what exactly would be lost by the cessation of services and report back (See also Para 140).

16/134 To Consider Planning Applications received and note decisions :

16/00136/LB 28-29 Low Mill Lane Caton LA2 9HY : Listed Building

Application; To brick up interior door to facilitate the conversion of one flat back into two. No Objections

- 16/00098/FUL 15 Leslie Avenue Caton LA2 9RE : Demolition of detached garage and erection of a single storey side extension and single storey rear extension. No Objections
- 16/00031/FUL 115 Brookhouse Road, Lancaster, Lancashire LA2 9NP :
NOTE : Amended to read Demolition of existing rear extension, erection of single storey rear and side extension with associated ramp (at Lane House). No Objections
- 16/00043/FUL 18 Artlebeck Road, Caton LA2 9RQ :
Erection of a two storey rear extension (Invalid).
- 16/00060/FUL 44 Hornby Road Caton, Lancaster LA2 9QS :
Construction of dormer window to the rear elevation incorporating a second floor extension to rear outrigger.
No Objections

Cllr Hill commented that Cllr Kynch had not declared an interest despite her son being the architect on one of the planning applications. Cllr Kynch responded that she did not consider that she had any declarable interest in her son's business affairs. She said she would not to speak while the meeting considered this application involving her son's firm, but did not withdraw from the meeting.

As discussion of planning applications is made difficult by the lack of printed documents, interested councillors will gather at 6.45pm to look at the planning applications on the projector.

The appeal for new housing at the old Bargh's site has been upheld. New homes should not be more than two storeys in height. The Parish Council wished to be involved in the planning layout/affordable housing etc. The clerk will write to the City Council, requesting the Parish be kept informed.

16/135 To Receive Update on Green Spaces – Caton Community School :

Cllr Kynch reported that a recent Governor's meeting had made it clear that no decision on playing fields had been taken yet, but an all weather pitch might be considered. The Parish Council may be consulted.

16/136 To Consider SPiD : sharing with Gressingham Parish Council :

Cllr Gibbons has not heard from Gressingham about the sharing of the SPiD, but said he is happy to go across and erect it for them on an Ad Hoc basis. The Clerk to check the insurance situation, to confirm it is covered while in use outside our

parish. One SPiD has been moved, with assistance from Cllr Skeldon and the Chairman of Gressingham Parish Council. It is not safe to move them when windy or in heavy rain.

16/138 **To Consider location and type of Cycle Racks to be installed in the village :** The Play Park Action Group has identified a demand for simple, basic cycle racks outside Londis and the Co-Op. Councillor Kynch to provide additional information.

16/139 **To Consider Highways and Footpath Matters Etc** - including SPiD, Bus Stop Marking outside 160/162 Brookhouse Rd, SAT NAV Road Sign at Holme Lane, Post Boxes update :

The Sat Nav sign is still not in place at Holme Lane. The clerk will chase this job up
Postboxes – Cllr Nesbitt to contact Derek Howlett.

New Street, leading to the Church car park, is in poor condition. It is believed that it is unadopted; the Clerk to contact the County Council to enquire about adoption.

In Caton, signs warning of the mini roundabout sign seem to be too close to the junction; some traffic is not aware of the roundabout until they are upon it. The Clerk will check on possible actions and report back.

There is an overgrown area on Quernmore Road, near Hall Close. Clerk to contact County to ask for this to be cut back.

Willow Mill – ivy encroaching onto Copy Lane. The clerk will chase these up.

Grit Bins should be added at the junction of St Paul's Drive and Brookhouse Rd and Moorside Rd near the School. What is the LCC van doing in the morning ?

16/140 **To receive a report from the Working Party on using a lengthsman and decide on future action :**

Cllr Nesbitt has been in touch with the Forest of Bowland AONB, who indicated there may be some funding available for a lengthsman. Caton PC could possibly share with Hornby; Cllr Nesbitt will make enquiries. Cllr Parkinson is the AONB Rep from the City Council, and will assist. County Council have started a tidy up following the Floods.

“Life for a Life” will be taking over the Crook O Lune planting. It might be appropriate to invite thme to talk to a PC meeting. A Smith, C Halsall & J Hathaway are all able to do gardening etc jobs on an Ad Hoc basis and will be contacted.

J Hathaway has submitted a quote to cut the beech hedge at the church and use the

chips as mulch. The quote of £400 was accepted. The Clerk will confirm this to him.

16/141 To note plans for Bee friendly planting along Millennium Path :

The Bee Keepers have sent in a report, which had been circulated to all. They will be planting soon and the cutting back can be done by voluntary workers. Cllr Kynch reminded the Council that alternative uses had been proposed for this land.

16/142 To Consider Deed of Grant of Easement, for the Environment Agency :
Access along Station Road to river gauging station. Does the Parish Council wish to have a regular payments clause ?

It was resolved that an extra clause regarding maintenance was not required and The Clerk will ask the Solicitors to proceed.

16/143 To Consider the dedication of Moor Platt seating area to Caton with Littledale : In progress, info circulated by Email.

The clerk is asked to see if a licence (issued by County Council) to have a planter at the seating area can be arranged. There would then be no need for a land transfer.

16/144 To Consider Quotes for the mowing of the Fell View Play Area and field during 2016 : Info circulated by E Mail.

After discussion it was resolved that the City Council's of £914 plus VAT quote be accepted. The clerk is asked to confirm if there are less cuts in the year, due to budget restrictions.

16/145 To Consider action to be taken regarding the drainage of the Sports Field; the pavilion has an overflowing pipe, affecting local homeowner.

The Sports Pavilion on the Station Field has an overflowing cistern which is becoming a nuisance to neighbouring properties. Cllr Gibbons suggested the owners be asked to turn off the stop cock when the building is not in use. Cllr Hill to send the Clerk a Sports Association contact so the clerk can raise the matter.

16/146 To Consider the Light Replacement for the Car Park adjacent to the Chemists :

The Clerk has received three quotes and it was resolved to accept the one from Willan's, using a 70W Light.

16/147 To approve Accounts for Payment. See below for itemised list; and add new Councillors to cheque signatory list at Bank :

Proposed by Cllr Paine, seconded by Cllr Beckett. The bank forms were circulated for

adding new signatures and confirming existing ones. Cllr Skeldon needs to complete the forms before onward submission.

16/148 To Consider Transparency Code and Small Audit Regs :

Does the Council wish to Opt in ? New regulations mean a Sector Led Body oversee the audit process. If the Council wish to opt out of this, they must do so. Resolved : Remain Opted In; there is no further action required. Proposed Cllr Gibbons, seconded Cllr Elvis.

16/149 To Consider planting a sapling alongside the Oak Tree at the Fish Stones : Postponed to the next meeting

16/150 To Consider recommendations for a replacement tree at the War Memorial :

It was resolved to have three Red Obelisk and a Nordman Fir for the Christmas Tree, in the War Memorial Gardens. Proposed Cllr Nesbitt, Seconded Cllr Gibbons.

16/151 To Consider reports from Outside Bodies & Working Groups :

Twining : The Burns Night supper was a huge success and raised sufficient monies to allow children to go free to Socx at the end of March. Application Forms will soon be available. Victoria Institute : No Report. Website : No Report; Fell View Play Park Action Group : Georgina Peacock has produced tentative plans for a new slide.

LALC : The Police have not lost as much funding as anticipated. The Inspectors of both Lancaster and Morecambe have been amalgamated into one post. Beat Officers are to be divided into Red Wards (Urban) and Green (Rural) and the PCSO will stay.

A new department 'Early Action', based at Lancaster, is to identify long term issues, risks and threats to vulnerable people (eg child exploitation / mental health) to avoid them developing into crime. Lune Valley Police have a Facebook page. Andy Massingham, Wildlife Officer & Community Beat Manager for Lower Lune Valley had reported there had been success with a court case involving theft of sheep.

LALC County Executive: All clerks should be qualified and must have a contract of employment, if not qualified on appointment by on the job work and training they should qualify for CLCA (Certificate in Local Council Administration). Trades Union bill will make it illegal for employers (Parish Councils) to pay membership subscription to SLCC (Society for Local Council Clerks).

Access Forum : Who will take over the management of the land if Countryside Services cease ? Possibly National Trust, or Wildlife Trust ?

Finance Working Group : The accounts and cash were checked at the last meeting on 4th February, all is found to be in order. The Clerk brought her bank statements and

showed her mobile phone messages, to prove the phone expenses claim, as no receipts are available. Monthly expenses sheets are always prepared and can be checked.

16/152 To note Correspondence received :

All matters were dealt with, apart from deciding on a training date for Councillors. Cllr Walmsley will set up a Doodlepoll.

The Clerk regretfully handed in her resignation, due to ill health. It was agreed that Councillor Walmsley should start the process of recruiting a new clerk.

16/153 To note the date of the next Parish Council meeting :

Tuesday 8 March 2016. *Agenda closes Wed 2 March, Delivery and Notices posted will be Thursday 3 March.*