

**MINUTES OF A MEETING OF CATON-WITH-LITTLEDALE PARISH COUNCIL
HELD AT THE VICTORIA INSTITUTE ON TUESDAY 13th JANUARY 2015.**

PRESENT: Councillors J Jackson (Chair), J Walmsley, R Gibbons, J Pritchard, V Williams, D Nesbitt and R Elvis

15/100 APOLOGIES FOR ABSENCE:

Councillors V Richards, R Paine, J Parkinson, CEC Kynch and County Councillor Mrs S Charles sent their apologies.

15/101 MINUTES OF THE PREVIOUS MEETING HELD ON 9th December 2014

The minutes of the previous meeting held on 9th December 2014 were confirmed and signed as a correct record with the addition of the name 'Andrew Smith' in minute 14/289.

15/102 DECLARATIONS OF INTEREST

None were declared.

15/103 OPEN SESSION

No members of the public were present.

The contract for the new Clerk was signed and it was agreed that Mrs Sue Brown be appointed with effect from 13th January 2015. Mrs Brown attended the meeting. The current Clerk will work with Mrs Brown until 31st January and agreed to be on hand to help ensure a smooth handover.

15/104 POLICE AND COMMUNITY TOGETHER (PACT).

A written report will be forwarded to Councillors.

15/105 COUNTY & DISTRICT COUNCILLORS REPORTS

It was reported that there will be a joint County and City Council meeting to discuss their Budgets at the end of January.

There had been a Police consultation in Market Square about how much people would be prepared to pay for a Police service.

15/106 PLANNING

Applications **Received** :-

14/01250/FUL	Erection of side dormer extension 15 Caton Green Road, Brookhouse
No Objections	
14/01227/FUL	Erection of lean to conservatory to rear 4 Lancaster Road, Caton
No Objections	
14/01182/FUL	Erection of rear conservatory 9 Moor Platt, Lancaster.
No Objections	

Applications **Permitted** :-

14/01148/FUL	Construction of front and rear Dormers 11 St Paul's Drive, Brookhouse
14/00459/OUT	Outline Permission for a Two Storey detached dwelling Land to rear of 71 Hornby Road, Caton
13/01183/CU	Change of use and conversion of redundant barn to one-bed dwelling Land adj. 8 The Croft, Caton
14/0158/TCA	Tree Maintenance 17 Caton Green Road, Brookhouse

15/107 HIGHWAYS & FOOTPATHS

The two SpID units are now with Councillor R Gibbons who will look to deploy them.

It was resolved that the seat on Lancaster Road would be repaired by Clls R Gibbons and R Elvis. The timber required would be sourced locally.

It was reported that a Double Decker bus had been seen overtaking cars on Brookhouse Road. The Clerk was asked to bring the matter to the attention of Stagecoach.

Millennium Park. A collapsed tree behind Bargh's Garage would be reported and also the matter that the promised dog bin had not arrived as yet.

A problem with drains on Littledale Road causing hazardous driving conditions in the recent frosty weather would be reported.

Getting the historical high flood mark carved onto the 'Pipe Bridge' would be investigated.

15/ 108 ANNUAL CONTRACTS, REPAIRS AND MAINTENANCE

Lancaster City Council have maintained last year's price for cutting the grass at Fell View and it was **resolved** to continue with them for 2015.

A price for the War Memorial Gardens would be obtained from Heather McNaught.

15/109 ACCOUNTS PAYABLE

Proposed Cllr J Walmsley seconded Cllr J Pritchard and **resolved** that the following payments be made:-

Clerk's Salary Dec & Travel expenses, RB Alexander	£	469.48
Mr B Postlethwaite, to open/close public toilets, January	£	40.00
Ms J Hudson-Mather, Fell View zip wire locking, January	£	40.00
Victoria Institute, Meetings December	£	47.25
Lancaster Guardian Advert, refund J Jackson	£	115.69
FJ Robinson, Christmas tree	£	120.00
Eon, car park electric	£	9.57
Mrs S Brown, initial payment to top up telephone for Parish Council business	£	30.00
Monthly Standing Orders		
Victoria Institute, Admin Grant	£	1,000.00
Victoria Institute, Public Toilet Cleaning	£	152.00

15/110 BUDGET

The draft budget was discussed and it was agreed that it be presented for final approval at the next meeting when the Precept would be set.

15/111 FELL VIEW

City Contract Services have confirmed that 80m³ would be required but that for them to spread it, it would be expensive. They have suggested Community Payback could do the work. I have been in contact and they can do it and undertake some additional maintenance of the grounds. It was resolved that an order for a lorry load of Cushionfall from Giffords would be placed at a cost of £ 1,380 for 80m³ with delivery to be arranged in conjunction with Community Payback. This would be paid for from the residue of the Play Park funds held in the Parish Projects account.

15/112 GREEN SPACES

The clerk was asked to find out about how to register specific green spaces in the Parish as Community Assets. This would include the Station Hotel playing fields and Bowling Green and the playing fields associated with both schools.

15/113 NEIGHBOURHOOD PLAN

It was resolved that the Parish Council apply for Designation of Caton-with-Littledale as necessary (but not binding) first step to progress a Neighbourhood Plan. This would enable applications for funding to be progressed. A letter and plan would be provided. Councillors were yet to be convinced that it would be worthwhile producing a plan but this would allow all options to be kept open and did not incur any cost at this stage. It may be that it should all be left to the new Council in office after May.

15/114 REPORTS OF MEMBERS ON OUTSIDE BODIES

Twinning Group – Caton Review 24th January. Victoria Institute tickets £ 5

A letter of condolence and support was sent to our French colleagues in the aftermath of the Charlie Hebdo attack.

Victoria Institute – Following the ‘Year of the Kitchen’ there were plans for repairs to the roof, Hall floor and new seating. General funds would be used and no appeal would be made.

A new ‘Key Fob’ entry system would be in use from February. A deposit of £10 per fob would be made and the computer would log their use etc. One each for the Parish Council Clerk and Chairman would be sourced.

15/115 NEW CLERK

Equipment for the new Clerk was discussed and it was resolved to purchase a laptop for her use. Maximum budget £ 600 and advice would be obtained. A local supplier would be used. Sue Brown would use a mobile telephone initially for PC business before a decision on the transfer of the land line was made.

15/116 CORRESPONDENCE

Please request from Clerk if interested

None

15/117 ITEMS / DATE OF NEXT MEETING – Tuesday 10th February 2015.
Agenda closes 6th February.

The meeting closed at 9.15 pm.