

Caton with Littledale Parish Council

Minutes of the parish council meeting held on Tuesday 11th March, 2025 at 7pm at Lune Valley Methodist Hub, Brookhouse

Present Cllr Carter, Cllr Gibbons, Cllr Heywood (Chair), Cllr Rei, Cllr Wright
Laura McGowan – clerk.
City Councillor Joyce Pritchard
No members of the public were present.

35/25 Open Forum

36/25 To receive apologies for absence

Cllr, Boland, Cllr Powell, Cllr Walmsley

37/25 To consider and approve the minutes of the meetings held Tuesday 11th February, 2025

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

Proposed by Cllr Gibbons

Seconded by Cllr Carter

38/25 To receive declarations of interest and dispensations

Cllr Gibbons declared an interest in any item regarding the Victoria Institute as a trustee.

Cllr Carter declared an interest in any item regarding Lune Valley Community Land Trust as a member of the steering group.

Cllr Wright declared an interest in any item regarding Caton Primary School as Governor

39/25 To consider planning applications and matters

[24/01338/FUL](#) - Erection of a detached outbuilding - amendment

Property address – 5 Parklands, Parklands Drive Caton Lancaster LA2 9FB

The Parish Council has no observations

[24/00052/REF](#) - Refurbishment of existing farmhouse, demolition of existing extensions and erection of a replacement single storey rear extension, conversion of outbuildings to annex, conversion of existing barn to a dwelling, erection of 2 new dwellings to the land to the south and 1 new dwelling to land to the north

Property address - Bridge End Farm, Brookhouse Road, Brookhouse, Lancaster, LA2 9NW

No update to report

[24/0042/TCA](#) – Removal of goat willow

Property address – St Pauls Church Hall, New Street, Brookhouse Lancashire, LA2 9JP

The Parish Council support the removal of the goat willow

40/25 Accounts and finance

Payments

Gallagher (Hiscox) Public Liability Insurance	£2,216.43
Microsoft 365 Subscription (renewal due end March)	£84.99
Chris Lennon (Fix paths at Playpark)	£790.00
Lune Valley Methodist Hub (Room Hire March)	£26.00
Victoria Institute (Room Hire Feb)	£24.00

Regular Payments

Easyweb website hosting (S/O) (Feb)	£36.96
Victoria Institute (Contribution Feb)	£800.00
Clerks Wages (Mar – includes £297.02 pre-tax holiday pay)	£839.86

Clerk Expenses (Feb)	£53.00
02 Mobile (Clerk Mobile Feb)	£6.99
Bank service charge (Feb)	£6.00

Receipts

None

Balance at end of February 2025

Co-Op Bank	£34,615.24
Unity Bank	£17,788.81
Total	£52,404.05

It was resolved that the payments be made.

Proposed by Cllr Heywood

Seconded by Cllr Wright

41/25 To consider and adopt the updated financial regulations.

It was resolved that the parish council adopt the update financial regulations.

Proposed by Cllr Wright

Seconded by Cllr Gibbons

42/25 To consider the update on the Fell View playpark repair and maintenance.

- To consider update on the progress of repair – rotten timbers and repair of path

The path had been repaired. Banking work and timber removal had not commenced due to other commitments.

Chris hopes to start soon. Clerk re-iterated deadlines to him.

- Maintenance contract

Checking in to Pennine Playgrounds.

Cllr Carter raised concerns over gates to road not automatically closing. Clerk to raise safety concern to Public Realm.

43/25 To consider any highways and/or footpath matters.

- To consider resident complaint re: SPiDs location

The Parish Council will continue to monitor the situation

- To consider footpath review actions

A number of residents had been in contact regarding stiles. In addition, one resident, Samuel Sutton had actually repaired one on Broadacre. Clerk will send a thank you to Samuel.

- To consider the current status of hedges in the parish

All hedges have been trimmed back. Croftlands was under Lancashire County Council due to encroaching on public highway.

- To consider participation in Best Kept Village competition

To be carried forward to April meeting and potentially look to apply for 2026 entry

- To consider Treescapes tree locations

After residents expressed concern to a proposal of 2 trees to be planted on Brookhouse Road, Brookhouse, the clerk contacted Treescapes who requested to suggest other suitable locations.

Suggestions of alternative sites proposed – Artlebeck triangle of grass close to footbridge, The Glen. Clerk to advise Treescapes.

- To consider update on local participation in Lancashire Police speed monitoring

Clerk liaised with Emily from Community Road Watch. It was confirmed that should residents wish to volunteer then they could be called to work in other areas. The policing was on 20 mph roads (Hornby Road is 30mph). Concerns raised over speed cameras potentially not being effective. Details of a portal to report road safety breaches to be shared. Clerk to share information with Halton Clerk.

The clerk extended an invitation to the PCSO to join the stand and engage with the public at the Gala this year.

- To consider Hawthorne Ave access concerns during construction works

A resident raised concerns over access during construction with a photo from last year of a digger was delivered to site. Clerk advised that some inconvenience potentially will occur. Site visited Monday morning and fenced-off and working within the boundary no obstructions. Any issues could be raised with the Clerk but Lancaster City Council was ultimately responsible for enforcement of the conditions of planning permissions granted.

44/25 To consider progress on traffic plan/safety improvement paper

In the absence of Cllr Maxwell-Scott, it was agreed to forward the paper on to him for review.

45/25 To consider any parish management and maintenance matters.

- To consider update on Oak Tree Copy Lane restoration

Quote received today from Mark Dawson so will advise Mr Webster. If accepted, work cannot commence until monies are received in full to not incur any liability for the Parish Council for any shortfall. Work can commence over next couple of months if accepted.

- To consider update on Black Bull closure/boarding-up

The clerk consulted with the area manager for Daniel Thwaites and advised that decisions regarding the future of the pub would be made as soon as possible.

- The grass cutting schedule and costs had been received from Lancaster City Council. After seeking quotation from local and alternative contractors, the council remained the cheapest at £2,281.36 + Vat. (2024 – £,2214.92)

46/25 To consider any parish management relating to Victoria Institute.

- To consider public convenience opening times and costs

Carry forward to April agenda

47/25 To consider the update and status on the Greenway improvements.

- To consider work completed and in progress/scheduled

To be carried forward to April Meeting.

- To consider update on Community orchard

All trees had been planted in a community effort. Clerk will promote on social media as photos taken during planting and afterwards. Thank you to Cllr Powell for organising.

48/25 To consider the upcoming training opportunities for Councillors

To be carried forward to April Meeting.

49/25 To consider an update on the passive housing development

Cllr Carter and Cllr Rei provided an update via email regarding the meeting held this week and requested clarification on the support of the Parish Council. The Parish Council agreed to support the project in principle around the concept of local eco housing for residents and agree to the logo being used for the Housing Needs Survey. A letter would be written to confirm this.

Proposal Cllr Heywood

Seconded Cllr Wright

50/25 To consider update on provision for young people of the parish inc. engagement Activities

No update from previous meeting.

51/25 To receive items for consideration for a future agenda and Any Other Business

- To consider councillor details on parish website

To be carried forward to April Meeting.

- The Caton Gala had confirmed participation and would like to invite the Parish Council to join the parade and dress-up along the theme of "On The Farm"
- The green-bin x 2 permits would need to be purchased potentially prior to next meeting at £46 per bin.

52/25 Date and time of the next parish council meetings.

- Tuesday 8th April, 2025 – VI (clerk & chair gives apologies)

The meeting closed at 8.38 pm.

Signed Date.....