

# Caton with Littledale Parish Council

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## Minutes of the parish council meeting held on Tuesday 11<sup>th</sup> November, 2025 at 7pm at Victoria Institute, Caton

**Present** Cllr Boland, Cllr Gibbons, Cllr Heywood (Chair), Cllr Powell, Cllr Rei, Cllr Walmsley (Vice), Cllr Wright.

City Councillor Joyce Pritchard

No Members of the public

### 157/25 Open Forum

No discussion

### 158/25 To receive apologies for absence

Cllr Carter

### 159/25 To consider and approve the minutes of the meetings held Tuesday 14<sup>th</sup> October, 2025

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

Proposed by Cllr Wright

Seconded by Cllr Walmsley

### 160/25 To receive declarations of interest and dispensations

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

Cllr Powell declared an interest in any item regarding Caton Primary School as a volunteer.

Cllr Rei declared an interest in any item regarding Lune Valley Community Land Trust as a board member.

Cllr Walmsley declared an interest in any item regarding the Victoria Institute as a trustee and any item regarding Caton St Paul's C of E Primary School as a governor.

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

### 161/25 To consider planning applications and matters

[25/0223/TPO](#) - Sycamore - fracture and decay requires felling and removal on grounds of safety

Property address - 153 Brookhouse Road Brookhouse Lancaster LA2 9NX

The Parish Council has no observations

[25/01090/FUL](#) - Erection of an outbuilding

Property address - Parklands House Parklands Drive Caton Lancaster LA2 9FB

The Parish Council defer to expertise of Lancaster City Council Planning Department

### 162/25 Accounts and finance

#### Payments

Chris Lennon (Memorial planters) Quoted £750 but agreed to pay overcharge	£800.00
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Chris Lennon (Bus stop replacement Perspex)	£155.00
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Chris Lennon (oak tree safety)	£80.00
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#### Regular Payments

Easyweb website hosting (S/O) (Oct)	£47.52
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Victoria Institute (Contribution Dec)	£800.00
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Victoria Institute (room hire Oct & Printing)	£27.75
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Clerks Wages (Nov)	£705.05
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Clerk Expenses (Oct – inc VI lock)	£85.00
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Donna Skeldon (Memorial Garden – Oct) inc £16.97 extra for compost	£291.55
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Bank service charge (Oct)	£6.00
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O2 (Clerks Mobile Nov)	£8.00
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#### Receipts

None

## **Balance at end of Oct 2025**

Unity Bank    **£75,070.38**

It was **resolved** that the payments be made.

Proposed by Cllr Heywood

Seconded by Cllr Powell

### **163/25 To consider the update on the Fell View playpark repair and maintenance.**

- To consider update on the progress of repairs

The roundabout funding decision would be confirmed in the coming weeks with LEF enquiring on VAT status for assisting their calculations.

Halton Hydro has kindly given £1500 towards the project

- To consider latest safety report received

Clerk was in discussions with the council over the rubber surface repair and needed to investigate actions further and will print report to obtain repair quotations.

- To consider update request for funds from Playpark Action Group.

Investigations into funds are on-going.

### **164/25 To consider any highways and/or footpath matters.**

- To consider footpath signage quotation(s)

Clerk to obtain 3 quotes for the work.

- To consider SpIDs relocation

Clerk awaiting quote from Lancashire County Council Highways for additional pole to opposite end of the village to enable re-siting. Previous one was installed in April 2025 at a cost of £560 zero VAT.

### **165/25 To consider any parish management and maintenance matters.**

- To consider planter removal at Sycamore parade

No prices received as yet and to reiterate to companies to make good surface where planters had been.

- To consider dust on Hawthorn Development

Appleshwaite Homes Directors had emailed a response which included a comprehensive list of correspondence between residents of progress and plans including a regular newsletter. Clerk to request to be on mailing list for future correspondence.

- To consider update from bench placement survey re: bus stops and shelters

A couple of responses to the request in the Link as well as conversations in community - clerk to obtain prices and assessment of spaces identified.

- To consider display of materials in Memorial Garden Notice Board

An under-utilised asset to the village. It was agreed to contact both village schools to see if they would like to utilise the around potential themes of "values, history, culture, Lest we Forget ....".

- To consider maintenance of cobbled area around the Fish Stones

Clerk to contact Historic England for advice on re-pointing the cobbles to stop weed growth.

- To consider request for funds for defibrillator relocation at Football Club.

Clerk to advise a small grant application be completed for consideration.

- To consider request for advice over ex-scout hut

The Parish Council does not have any jurisdiction over private property and any concerns should be relayed to Lancaster City Council and Lancashire County Council respectively.

- Consider resident query relating to the branches and clearing of the car park on Station Road

The car park is the responsibility of the Parish Council and Cllr Rei has volunteered to assume the voluntary role from Cllr Walmsley to clear the additional debris from the end space. Many thanks for their dedication.

### **166/25 To consider any parish management relating to Victoria Institute.**

- To consider update for information for the VI AGM

The VI had emailed to invite for a representative from the Parish Council with Cllr Walmsley happy to continue.

### **167/25 To consider the update and status on the Greenway.**

- To approve the £1270 quotation for wall repair from Greenway reserves

It was resolved to **approve** the instruction of Chris Lennon £1270 quotation for wall repair from Greenway reserves (current balance of £3,331.49) with the clerk to emphasise on speed of repair and to ensure the top stones were not stolen if delayed start.

Propose Cllr Walmsley  
Seconded Cllr Heywood

**168/25 To consider the arrangements for the Poor's Land distribution.**

Cllrs Boland, Cllr Powell and Cllr Walmsley to meet in early December to discuss the applications received.

**169/25 To consider arrangements for preparation of budget review 25/26 and budget setting 26/27**

The draft budget for 2025/2026 was **distributed** for review.

**170/25 To consider an update on the passive housing development/Lune Valley Community Land Trust**

An update to follow in December meeting including survey headlines/outcomes.

**171/25 To consider update on provision for young people of the parish inc. engagement Activities**

**Defer** to December meeting in Cllr Carter's absence.

**172/25 To consider and approve the arrangements for upcoming events.**

- To consider the arrangements for the Christmas Tree light switch on VI has been booked including kitchen for the evening of Friday 5<sup>th</sup> December 2025

There had been a suggestion of sponsorship from Bluebird Care so Cllr Walmsley to follow this up.  
It was **resolved** that the Clerk to order tree and the costs to be approved.  
Proposed – Cllr Heywood  
Seconded– Cllr Rei

**173/25 To receive items for consideration for a future agenda and Any Other Business**

- To consider councillor details on parish website
- Following on from several complaints, the public area outside of Artlebeck House on Brookhouse Road used as a building materials storage area has now been cleared. Note to remind households that pavements and highways should be kept clear during building work unless permission has been sought and the relevant permits granted. This is for the safety of residents and visitors.

**174/25 Date and time of the next parish council meetings.**

- Tuesday 9th December, 2025 – VI

Meeting dates for 2026 were now on the website and the noticeboards

The meeting closed at 8.25pm.

**Signed .....** **Date.....**