Caton with Littledale Parish Council

Minutes of the parish council meeting held on

Tuesday 12th November 2024 at 7pm at

The Lune Valley Methodist Hub

**Present** Cllr Boland, Cllr Carter, Cllr Gibbons, Cllr Heywood, (chair), Cllr Powell, Cllr Rei, Cllr Walmsley (vice-chair),

Cllr Wright.

Laura McGowan – clerk.

3 members of the public. City Councillor Peter Jackson.

**170/24 Open Forum**

A number of residents expressed concern over future housing development.

**171/24 To receive apologies for absence**

None.

**172/24 To consider and approve the minutes of the meetings held Tuesday 8th October, 2024**

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

Proposed by Cllr Powell

Seconded by Cllr Rei

**173/24 To receive declarations of interest 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.

Cllr Carter declared an interest in any item regarding the Lune Valley Community Land Trust.

**174/24 To consider planning applications and matters.**

[24/0199/TCA](https://planning.lancaster.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=SL6IRUIZL9300) – Treeworks to avoid overhead lines

Property address - 5 Moorside Road, Brookhouse, Lancaster, Lancashire, LA2 9PJ

The Parish Clerk noted no observations in advance of meeting after consultation

[24/00993/FUL](https://planning.lancaster.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) - Demolition of existing single storey rear extension and conservatory, erection of single storey rear extension, creation of raised terrace and staircases to the rear, removal of chimney and installation of flue, rendering of existing dwelling, erection of single storey detached outbuilding, landscaping and excavation of land to create additional vehicular access and car parking area to the front

Property address - 24 Moorside Road Brookhouse Lancaster Lancashire LA2 9PJ

The Parish Council has no observations

[24/01091/VCN](https://planning.lancaster.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) - Erection of a detached dwelling (C3) and creation of a new vehicular access (Pursuant to the variation of conditions 2 and 9 on planning permission 23/01350/VCN to alter external cladding boards from Argent to Silver Birch and to reduce the area of render and increase the area of cladding)

Property address – Land adjacent to 26 Moorside Road, Brookhouse, Lancaster, Lancashire, LA2 9PJ

The Parish Council has no observations

[24/01107/FUL](https://planning.lancaster.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) - Installation of air source heat pump to the rear patio area

Property address - 3 Littledale Road, Brookhouse, Lancaster, Lancashire, LA2 9PH

The Parish Clerk noted no observations in advance of meeting after consultation

[24/01145/FUL](https://planning.lancaster.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) - Erection of an outbuilding

Property address - 45 Fell View, Caton, Lancaster, Lancashire, LA2 9RP

The Parish Council has no observations

[24/01176/FUL](https://planning.lancaster.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) - Demolition of existing garage, erection of single storey side extension including covered area, erection of a porch to the front elevation, associated landscaping and boundary fencing

Property address - 4 Hawthorn Avenue Brookhouse Lancaster Lancashire LA2 9NS

The Parish Council has no observations

[24/01190/FUL](https://planningdocstest.lancaster.gov.uk/PublicAccess_Live/SearchResult/RunThirdPartySearch?Folder1_Ref=24/01190/FUL&FileSystemId=DC) - Construction of dormer extension to the rear elevation and relocation of front door

Property address - 144 Brookhouse Road, Brookhouse, Lancaster, Lancashire, LA2 9NP

The Parish Council has no observations

Housing needs survey/questionnaire results to be requested by Clerk from Ms Fiona Clark Planning Officer for Lancaster City Council Planning and Housing Strategy Team.

**175/24 Payments**

**Payments**

Npower (Street lighting in car park) **PAID** £10.49

Lancaster City Council (Public Realm Mowing) **PAID**  £2,657.90

Cllr Heywood (Train fare to Council Meeting) £8.79

Arbor Ace (Greenway tree work inc. windows) £480.00

**Regular Payments**

Easyweb website hosting (S/O) (Oct) £36.96

Victoria Institute (Contribution Oct) £800.00

Victoria Institute (Room Hire and photocopying Oct) £26.00

Clerks Wages (Nov) £963.11

(Inc holiday pay to end of March 24 £222.80 and back pay to April 24 £273.42)

Clerk Expenses (Oct) £52.99

02 Mobile (Clerk Mobile Oct) £6.99

**Receipts**

Loot4Fruit (Orchard Funding LCC) £728.20

**Balance at end of Oct 2024**

Co-Op Bank £34,615.24

Unity Bank £40,805.55

Total £75,420.79

It was resolved that the payments be made.

Proposed by Cllr Powell

Seconded by Cllr Heywood

**176/24 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 work had not yet commenced due to poor weather. Clerk to chase and highlight that additional funding was available should the work be completed by the end of January 2025

* To consider proposal to regular maintenance of the playpark contract.

Extension to December meeting to allow quotes to be received.

* To consider update on broken roundabout.

Meeting planned 14th November, 2024 with consultant to include alternative options.

**177/24 To consider any highways and/or footpath matters**

* To consider progress on the installation of camera for SpIDS.

Clerk updated that Lancashire County Council will install shortly.

* To consider Beckside Green and by Artlebeck bridge contractor damage.

Clerk to request quotes to right damage and send to Cadent for response.

* To consider footpath review actions.

Continuous improvements in progress and responses from landowners being updated in spreadsheet.

* To consider current status on hedges in the parish.

Properties to be sent reminders 3 weeks after initial letter as standard.

On-going issues to be referred to Lancashire County Council. Spreadsheet contains reference numbers of correspondence and to be updated with actions.  
December Link editorial to include a thank you to residents and a polite reminder to tend to if required still.

* To consider update on local participation in Lancashire Police speed monitoring.

Awaiting response from existing partnering Parish Councils in the scheme.

**178/24 To consider any parish management and maintenance matters**

* To consider update on Community orchard.

Clerk to ask if Scouts would like to be involved in the planting.

* To consider update on Oak Tree Copy Lane restoration and pruning quotations.

Clerk to contact Mr Webster with progress and costs for tree cutting.

* To consider progress on traffic plan/safety improvement paper.

Cllr Maxwell-Scott to be invited to January meeting.

Cllr Rei to contact Safer Roads Dept, Lancashire on feasibility and scope of implementing recommendations.

* To consider quotation for new planters in memorial garden and stone coping stone pointing (£750), bike rack re-paint (£75), Kirkbeck Close bus shelter weed and clean (£130)

It was resolved to commence contractor to start work at a total cost of £955.

Proposed Cllr Walmsley

Seconded Cllr Wright

**179/24 To consider any parish management relating to Victoria Institute**

* To consider attendance at VI AGM 29th November, 2pm.

Cllr Gibbons was to stand down as representative for the Parish Council at the VI. The Parish Council extended a thank you to Cllr Gibbons for his service in this role.

Cllr Walmsley was proposed to stand as representative for the Parish Council.

* To consider monthly financial contribution to VI for 2025/26.

Await information from AGM attendance.

* To consider public convenience opening times and costs.

Await information from AGM attendance.

**180/24 To consider the update and status on the Greenway improvements**

* To consider work completed and in progress/scheduled.

Work currently paused. To update in December meeting.

**181/24 To consider and approve the arrangements for upcoming events**

* To consider the arrangements for the Christmas Tree light switch on and purchase of new tree lights 12 foot Cllr Gibbons to liaise with tree supplier with a maximum £400 spend to include installation and new lights.

Proposed Cllr Walmsley

Seconded Cllr Heywood

**182/24 To consider the arrangements for the Poor’s Land distribution**

Cllr Boland, Cllr Powell and Cllr Walmsley to meet to discuss individual cases.

**183/24 To consider financial position and draft budget for 2025/2026**

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

**184/25 To receive items for consideration for a future agenda**

* To consider invoices due but not received at time of agenda publication – D. Skelton £269.20.

Invoice was received on day of meeting to be paid with invoices per contract.

* To consider councillor details on parish website.

Carried Forward to December meeting.

**185/24 Date and time of the next parish council meetings**

* Tuesday 10th December, 2024 – VI

The meeting closed at 9.01pm. **Signed …………………………………………… Date………………......**