

Caton with Littledale Parish Council

Minutes of the parish council meeting held on Tuesday 14th October 2025 at 7pm at Victoria Institute, Caton

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

County Councillor Crimmins. City Councillor Peter Jackson

No Members of the public

138/25 Open Forum

No discussion

139/25 To receive apologies for absence

Cllr Carter

Cllr Gibbons

140/25 To consider and approve the minutes of the meetings held Tuesday 9th September, 2025

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

Proposed by Cllr Walmsley

Seconded by Cllr Wright

141/25 To receive declarations of interest and dispensations

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

142/25 To consider planning applications and matters

[25/01012/FUL](#) - Reconfiguration of dwelling to alter position of main entrance, erection of single storey front and rear extensions, raising of roof to create first floor level, construction of 3 dormer roof extensions, installation of 3 rooflight windows and changes to fenestration

Property address - Fern Lea Holme Lane Brookhouse Lancaster LA2 9JT

The Parish Council has no observations

[25/01016/FUL](#) - Replacement balustrade to existing terraces

Property addresses 1,2,3 And 9 Low Mill, Mill Lane Caton Lancaster LA2 9HY

The Parish Council has no observations

[25/01017/FUL](#) - Erection of a single storey rear extension and a loft conversion

Property address - 68 Quernmore Road Caton Lancaster LA2 9NE

The Parish Council has no observations

[25/00822/FUL](#) - Construction of a dormer extension to the rear elevation

Property address - 9 St Annes Close Brookhouse Lancaster LA2 9PQ

The Parish Council has no observations

143/25 Accounts and finance

Waterplus (Hornby Road remaining balance - PAID)

£244.00

Lancaster City Council (Fell View Rental - PAID)

£0.20

Regular Payments

Easyweb website hosting (S/O) (Sept)

£43.56

Victoria Institute (Contribution Nov)

£800.00

Victoria Institute (room hire Sept)

£24.00

Clerks Wages (Oct)	£705.05
Clerk Expenses (Sept – inc VI lock)	£94.00
Donna Skeldon (Memorial Garden - Sept)	£274.58
Bank service charge (Oct)	£6.00
O2 (Clerks Mobile)	£8.00
NPower (1 Jan to 31 Mar)	£12.38
NPower (1 April to 30 June)	£6.85
NPower(1 July to 30 Sept)	£7.91

Receipts

None

Balance at end of Sept 2025

Unity Bank **£78,266.42**

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

Proposed by Cllr Walmsley

Seconded by Cllr Powell

To consider potential of setting up a savings function on Unity Trust Plc Bank

The clerk proposed current unallocated funds be moved to a savings account with Unity Trust Bank Plc to attract interest given the £6 per month fee charged for a credit balance. The options were discussed.

It was **resolved** to open a 30-day notice account with a current interest rate of 2.86%.

Proposed Cllr Walmsley

Seconded Cllr Powell

144/25 To consider the update on the Fell View playpark repair and maintenance.

- To consider update on the progress of repairs

Cllr Powell, Cllr Walmsley and the clerk met with the LEF representative and are hopeful that the funding bid will be successful and the outcome known around Christmas. The state of the playpark was a concern but with less activity, the grass seeding had been requested to be expedited along with a quotation for a concrete wall/bench to contain the sand from the sandpit.

- To consider latest safety report received

The recent risk assessment received highlighted a number of moderate recommendations to be carried out. Clerk to contact Public Realm at Lancaster City Council.

- To consider request for funds from Playpark Action Group.

It was outlined that funds were in the PAG were to be spent should there be an identified need for equipment. The clerk had reached out to request funds without response so a second correspondence to be drafted with a view to contacting the Charity Commission should a response not be forthcoming.

Cllr Walmsley to investigate further.

145/25 To consider any highways and/or footpath matters.

- To consider footpath signage quotation(s)

Defer to November meeting in Cllr Gibbons absence

- SPID relocation was highlighted in addition to downloading the information from the system.

Clerk to ask highways to assist with re-sighting

- To consider closure of footpath through Hawthorn Development

A 6 month extension had been granted by Lancashire County Council.

146/25 To consider any parish management and maintenance matters.

- To consider tenders received for Memorial Garden

Donna Skeldon was proposed to be awarded the contract as a solo tender with prices not increasing from current rate up to and including 2028. It was **resolved** to award the contract.

Proposed Cllr Wright

Seconded Cllr Heywood

- To consider persistent A683 leak United utilities

This was raised in the objections to the planning permission at 25/00875/FUL. Clerk had raised the on-going problem with local MP Lizzie Collinge who had acknowledged that she had contacted United Utilities.

- To consider update on Co-Op Planters

No action required as this was the Gardening Club planters

- To consider planter removal at Sycamore parade

Clerk to request prices from contractors for removal of the planters and to contact Lancashire County Council to clarify their recent inspection survey.

- To consider dust on Hawthorn Development

A resident had raised concerns over the dust of the site and Cllr Boland had observed this on several occasions.

Clerk to send correspondence to developer to request they dampen on dry days and keep highways clean to reduce dust.

- To consider bench placement for bus stops and shelters

Cllr Walmsley had been approached by a resident regarding the lack of seating for residents at bus stops towards Kirkby Lonsdale particularly at Kirkbeck Close. Residents would be consulted via an item in the Link to identify need. This would form an inventory of current stands and any proposed changes.

Clerk had chased Chris Lennon regarding the replacement perspex at the Copy Lane shelter.

147/25 To consider any parish management relating to Victoria Institute.

Cllr presented that the VI fundraising effort was going well.

She highlighted that the parish council currently subsidises the VI with a payment of £800 monthly. It was requested of the parish council that the VI had demonstrated a willingness to be more on-hand to the community so would the reinstate to £1000 be considered? Up to the end of August finance year, the surplus stood at £3500.

The VI Annual meeting was scheduled for November whereby a representative from the parish council would be requested. Cllr Walmsley was happy to continue in role.

Proposed Cllr Heywood

Seconded Cllr Powell

A request for a consistent set of hours open as the grant money was to support a community centre was made so Cllr Walmsley to take this to VI.

148/25 To consider the update and status on the Greenway.

- To consider finance reserves on project

The clerk had identified £3331.49 as the remaining reserve. Cllr Boland had spoken with Tim Blythe regarding lighting condition with some broken and painted so affected visibility. These have now been repaired and refurbished and have improved the situation.

- To consider repair of wall on Greenway by Ball Lane.

Chris Lennon has been asked to price for repair. Cllr Boland will also enquire with a dry-stone wall contractor.

149/25 To consider and approve the arrangements for Remembrance Day.

- To consider purchase of replacement Union flag at a cost of £85 approx

Proposed Cllr Heywood

Seconded Cllr Boland

It was **resolved** to be purchased

The clerk highlighted that the planters had been made and were to be installed and Donna would be temporarily re-siting the current plants until the new ones were installed.

The clerk would purchase a wreath for the Remembrance Sunday Ceremony.

150/25 To consider the arrangements for the Poor's Land distribution.

The clerk reported a balance of £2262 following a recent contribution from the Link.

Cllr Walmsley to advertise the application process opening and ensure forms available in the relevant locations.

151/25 To consider an update on the passive housing development/Lune Valley Community Land Trust

No update to report.

152/25 To consider update on provision for young people of the parish inc. engagement Activities

Defer to November meeting in Cllr Carter's absence.

153/25 To consider the anti-social behaviour incidents

Cllr Boland emphasised that residents continue to report incidents on 111 or the on-line reporting system.

154/25 To consider arrangements for preparation of budget review 25/26 and budget setting 26/27

The budget committee would meet in the VI on Friday 7th November 1pm to be able to present a draft budget to council at the December meeting. Clerk to book room.

155/25 To receive items for consideration for a future agenda and Any Other Business

- To consider councillor details on parish website

The clerk emphasised that it would be a requirement to host a .gov.uk email address when Assertion 10 is exercised.

- To consider attendance at the Lancashire Parish and Town Council Conference 1st November 2025

Cllr Heywood and Cllr Walmsley to attend

156/25 Date and time of the next parish council meetings.

Tuesday 11th November, 2025 - VI

The meeting closed at 8.28pm.

Signed **Date.....**