

# Caton with Littledale Parish Council

## Minutes of the parish council meeting held on Tuesday 8<sup>th</sup> October 2024 at 7pm at The Victoria Institute, Caton

**Present** Cllr Carter, Cllr Walmsley (vice-chair), Cllr Boland, Cllr Wright, Cllr Powell, Cllr Gibbons.

Laura McGowan – clerk.

3 members of the public. City Councillors Joyce Pritchard and Peter Jackson

Cllr Walmsley chaired the meeting in the absence of Cllr Heywood.

### 149/24 Open Forum

Clerk to enquire about parking times with Caton Surgery with a view to requesting the possibility of out of hours parking.

A resident queried planning procedures and was assured that the Parish Clerk did respond to genuine concerns. Planning decisions are the responsibility of Lancaster City Council, and parish councils only have the same right to comment as any individual resident.

### 150/24 To receive apologies for absence.

Cllr Heywood.

### 151/24 To consider and approve the minutes of the meetings held Tuesday 10<sup>th</sup> September, 2024

It was resolved that the will minutes be approved and signed by the Vice Chair after typo corrections.

Proposed by Cllr Powell

Seconded by Cllr Wright

### 152/24 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.

### 153/24 To consider councillor vacancy

It was resolved that Mr Anthony Rei be co-opted onto the parish council.

### 154/24 To consider planning applications and matters

[24/00949/VCN](#) – Reserved Matters application for the erection of a detached dwelling (C3) with associated access, soakaway and landscaping and installation of a sewage treatment plant

Property address - Bank House Fly Fishery Car Park (Parklands House) Lancaster Road Caton Lancaster Lancashire LA2 9HX

The Parish Council has no observations

### 155/24 Payments

Chris Lennon (Greenway gate repair/correction)	£170.00
Chris Lennon (Sleeper removal in Fell View playground)	£50.00
Chris Lennon (Football posts repair)	£90.00
Chris Lennon (Bollards & Gate repair)	£80.00
Chris Lennon (Copy Lane Bus shelter)	£850.00
Clementine Addison book x 2 inc P&P ( <b>PAID</b> )	£25.50
Victoria Institute (Printing of Safety reports)	£12.30

## Regular Payments

Easyweb website hosting (S/O) (July)	£36.96
Victoria Institute (Contribution Sept)	£800.00
Clerks Wages (Oct)	£579.28
Clerk Expenses (Sept)	£33.55
02 Mobile (Clerk Mobile Sept)	£6.99
D Skelton (War memorial – Sept)	£269.20

## Receipts

The Link	£750.00
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## Balance at end of Sept 2024

Co-Op Bank	£34,615.24
Unity Bank	£46,360.58
Total	£80,975.82

It was resolved that the payments be made.

Proposed by Cllr Carter

Seconded by Cllr Gibbons

### 156/24 To consider the update on the Fell View playpark repair and maintenance.

- To consider update on the progress of repair – rotten timbers & repair of path  
It was resolved to reserve up to £8,000 inc vat for repairs to the playpark.
- To consider proposal to regular maintenance of the playpark  
It was resolved to provide details of work to be highlighted in the Link to request offers for tender

Proposed by Cllr Powell

Seconded by Cllr Carter

### 157/24 To consider any highways and/or footpath matters.

- To consider progress on the installation of camera for SpIDS  
To carry forward to the November meeting
- To consider Becksides Green underlying damage to ground/wildflower meadow  
Clerk to contact Public Realm to clarify strimming schedule. Cadent acknowledged request.
- To consider update on bollard placements on footways around village/ inclusive mobility  
It was resolved that the project was complete.
- To consider damage to verges caused by contractors e.g. on Artlebeck Road.  
Cadent assessing position to remedy. It was resolved to promote use of “Love Clean Streets” to residents.
- To consider footpath review actions  
The clerk has continued to contact landowners regarding work required with Cllr Gibbons.
- To consider progress on traffic plan/safety improvement paper  
To carry to November agenda for discussion. Clerk to include Matthew Maxwell-Scott in correspondence – provide draft copy of report.
- To consider local participation in Lancashire Police speed monitoring  
Enquiries to continue with Halton-with-Aughton Parish Council regarding resident requirements.

### 158/24 To consider any parish management & maintenance matters.

- To consider update on Coronation Living Heritage Fund grant for community orchards (Loot4Fruit)  
£728.20 received. Clerk to check with growers on timing of purchase of bare root trees.
- To consider Oak Tree Copy Lane restoration (Bill Webster)  
Clerk to enquire on costs for a wooden or metal tree bench to replace the wall.

### 159/24 To consider any parish management relating to Victoria Institute.

- To consider attendance at VI AGM 29<sup>th</sup> November, 2pm.

Cllr Gibbons was stepping-down from being a trustee for the VI on behalf of the Parish Council. The Council wished to thank Cllr Gibbons for his work.

- To consider monthly financial contribution to VI for 2025/26  
To be deferred to the November meeting.
- To consider public convenience opening times & costs  
Suggestion to open at 7am – Vice-chair will attend the upcoming VI committee meeting

**160/24 To consider the update and status on the Greenway improvements.**

- To consider work completed and in progress/scheduled  
All 5 windows in the hedges have been fully restored. One area will also be flailed. Contractor is in a position to create a path to the picnic benches at Artlebeck.

**161/24 To consider the local bus service provision**

- To consider recent complaints regarding poor service and any feedback from Bus User Group meeting  
Cllr Wright attended meeting. Chair of BUG was aware of the complaints.

**162/24 To consider and approve the arrangements for Remembrance Day.**

- Service on Remembrance Sunday will take place in the VI with refreshments after the service. Clerk to purchase a wreath on behalf of the Parish Council. Cllr arrive at war memorial at 10.50am. Chairman presents wreath on behalf of the PC. Clerk to contact Mark Skeldon regarding reading the roll call.  
Proposed Cllr Boland  
Seconded Cllr Powell

**163/24 To consider the arrangements for the Poor's Land distribution.**

- To be advertised as available on social media and the Link on availability of forms to apply.

**164/24 To consider the update on affordable sustainable eco housing - Passivhaus**

- To consider update on presentation at VI 3<sup>rd</sup> October  
Cllr Carter presented an update on the presentation.  
City Councillor Peter Jackson to ask Kathy Beaton of Lancaster City Council if any potential sites are available. In addition, to ask about progress on Lancaster City Council's housing needs survey.  
Steering group potentially required but Council supported in principle.  
Proposed Cllr Walmsley  
Seconded Cllr Rei

**165/24 To consider update on provision for young people of the parish inc. engagement Activities**

- To consider update on meeting of group  
Discussions are underway

**166/24 To consider charity commission update**

Awaiting confirmation of details change from both Poor's Land and War Memorial charities

**167/24 To consider the clerks administration**

- To consider the increase in storage on the email server – back up provided at Easyweb from 2g to 50g for £6.99pcm  
It was resolved to increase storage  
Proposed Cllr Boland  
Seconded Cllr Powell
- To consider upcoming annual leave for the clerk  
18<sup>th</sup> October to 25<sup>th</sup> October. Discuss options for annual leave not taken to end of March 31<sup>st</sup> 2024  
Clerk to auto respond emails with an out-of-office. Clerk phone to be given to Cllr Walmsley in absence.

**168/24 To receive items for consideration for a future agenda.**

- Annual draft budget preparation 25/26

It was proposed that Councillors to advise clerk of any items expected items and a budget committee meet and present to the Council at a future meeting. Clerk, Cllr Heywood, Cllr Wright and Cllr Powell.

**169/24 Date and time of the next parish council meetings.**

- Tuesday 12<sup>th</sup> November, 2024 - LVMH

The meeting closed at 8.45pm.

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

DRAFT