

**MINUTES OF A MEETING OF CATON-WITH-LITTLEDALE PARISH COUNCIL
HELD AT THE VICTORIA INSTITUTE ON TUESDAY 9th SEPTEMBER 2014.**

PRESENT: Councillors J Parkinson (Chair), V Richards, R Gibbons, P Woolgar, R Paine, D Nesbitt and R Elvis

14/223 APOLOGIES FOR ABSENCE:

Councillors J Jackson (holiday), J Walmsley (holiday), J Pritchard (working), CEC Kynch (away), and V Williams (illness) and County Councillor Mrs S Charles sent their apologies.

14/224 OPEN SESSION

No members of the public were present

14/225 MINUTES OF THE PREVIOUS MEETING HELD ON 8th July 2014

The minutes of the previous meeting held on 8th July 2014 were confirmed and signed as a correct record.

It was agreed that amendments made to previous minutes would be detailed. Amended minutes are posted on the Village Web Site

14/226 POLICE AND COMMUNITY TOGETHER (PACT).

A written report was provided covering the period 10th June to 5th August.

There had been a water pipe damaged outside the disused haulage yard and glass panels damaged in a greenhouse by youths throwing stones. A charity Box had been stolen from the Co-op and a car door damaged. Litter had been left by campers beside the river Lune and a Peregrine Falcon's nest disturbed and eggs taken – Enquiries are ongoing.

PC Massingham asked for volunteers to help in the area and was intending to start up regular PACT Meetings. This was supported by the Parish Council

14/227 PLANNING

Applications **Received** :-

- | | |
|---------------|---|
| 14/00916/FUL | Replacement of existing windows
Moorgate Barn, Littlrdale Road, Brookhouse |
| No Objections | |
| 14/00882/FUL | Demolition of garage and erection of extension etc
25 Caton Green Road, Brookhouse |
| No Objections | |
| 14/00811/CU | Change of use of shop to Vets Branch Surgery
Butchers Shop, Hornby Road, Caton |
| No Objections | |
| 14/00825/FUL | Two storey extension to side and rear
15 Moorside Road, Brookhouse |
| No Objections | |

- 14/00810/FUL Installation of oil tank
Bell Hill Barn, Littledale
- No Objections
- 14/00768/OUT Outline permission for 30 dwellings
TNT Garage, Hornby Road, Caton
- A letter of support for this application would be sent. This development would be more acceptable than using agricultural land surrounding the village.

Applications Permitted :-

- 14/00648/FUL Erection of Agricultural Building
Field 2357, Caton Green Road, Caton Green
- 14/00565/FUL Single storey side extension and porch
12 Pinewood Avenue, Brookhouse
- 14/00547/FUL Extension to existing porch
The Cairns, Caton Green Road, Caton Green
- 14/0128/FUL Construction of rear stairs and three dormer windows.
Forge House, Caton
- 14/00597/FUL Conversion of garage to residential annex
Glenogle, Lancaster Road, Caton
- 14/00556/FUL Erection of single storey rear extension
10 Artlebeck Grove, Caton
- 14/00513/FUL Erection of single storey rear extension
50A Artlebeck Road, Caton
- 14/00585/FUL Demolition of garage, erection of single storey extension and dormer.
8 Greenfields, Caton
- 14/00663/FUL Single storey rear extension and ramp
The Orchard, Brookhouse Road, Brookhouse

14/228 HOUSING DEVELOPMENTS

Following the meeting of local rural Parish Councils in Wray there was nothing to add to the original Parish Council submission.

14/229 COUNTY & DISTRICT COUNCILLORS REPORTS

There had been no meetings since July and the next meeting was to be held on September 28th.

14/230 HIGHWAYS & FOOTPATHS

Several footpaths were getting overgrown and these would be reported along with the road outside the cake shop which is collecting water following the resurfacing of the car park.
Large vehicles continue to use Holme Lane and these will be logged and reported.

14/ 231 FINANCE

BT Wayleave payment (£50) received and banked

Proposed Cllr V Richards seconded Cllr R Gibbons and **resolved** that the following payments be made:-

Victoria Institute, Meetings June	£	24.75
Victoria Institute, Meetings July	£	24.75
Clerk's Salary July/Aug & Travel expenses, RB Alexander	£	914.92
Mr B Postlethwaite, to open/close public toilets, September	£	40.00
Ms J Hudson-Mather, Fell View zip wire locking, September	£	40.00
Lancaster City Council, Fell View Grass Cutting June	£	149.30
Lancaster City Council, Fell View Grass Cutting July	£	149.30
Lancaster City Council, Green waste collections 07/2014-03/2015	£	33.66
BT, Clerk telephone, refund RB Alexander	£	70.70
Giffords, Cushionfall, refund RB Alexander	£	204.60
BDO, LLP Audit	£	240.00
Petty Cash Transfer	£	50.00

14/232 AUDIT

The Audit was completed successfully on 27th July.

There was one minor matter to bring to the Parish Council's attention – The Precept included a small grant element and this was not indentified separately in the return.

The Audit was accepted by the Parish Council.

14/233 FELL VIEW PLAY AREA

4 cubic mtrs of Cushionfall has been spread but more may be needed. Advice would be taken from the City Council about the requirements and transition between hard paving and the soft surface for buggies and wheelchair users.

Inspection report highlighted that the zip wire required retensioning and the City Council would be asked to attend to this.

14/234 WAR MEMORIAL

One other quote had been obtained. Four were requested – no response from three. The local contact would be asked again before the next meeting.

IMI. Cleaning £ 1750. Additional costs for repointing etc not itemised. Wax sealer £100.

Kenneth A Fraser Cleaning £ 1050, Securing all pebbles £ 250 repointing steps £ 185. A sealer could be applied after cleaning at a cost of £ 325.

This item would be reconsidered at the next meeting.

Banners placed on the railings would be removed unless prior permission in writing had been obtained from the Parish Council.

14/235 MILLENNIUM PARK

There have been problems with dog bins and vegetation. Budget cut backs are initiating a review. Some trees will be removed in the section near Low Mill.

Nick Osbourne, Countryside Officer would be asked to attend a future meeting.

14/ 236 NATIVE MEADOWS

The Parish Council had been asked if they would consider support/provide funding for the planting of more native meadows following the success of the one at the side of the Millennium Park. Erica Sarney would be asked to attend a future meeting to present her ideas,

14/237 LUNE VALLEY RURAL HOUSING ASSOCIATION

An Invitation to become a Shareholding Member at a cost of £1 has been received. Further details and advice would be sought from them and LALC.

14/238 FEEDBACK NEW COUNCILLORS COURSE

A report on the course from Cllrs P Woolgar and J Walmsley was discussed. They suggested several points relating to good practice be adopted by the Parish Council including :-
 Flagging up prolonged absences prior to the six month 'rule'
 Using 'Working Groups' rather than committees to discuss issues. Decisions would only be made at Parish Council Meetings.
 A revised layout and wording of the 'Agenda'.
 Minutes to be circulated in draft as soon as practicable following the meetings and
 All new Councillors should be given the opportunity to attend a training course.

It was agreed that further discussions would be held before the 'Agenda and Minutes' items were implemented.

14/239 GRANT FUNDING REVIEW

Criteria for providing grant funding. This was deferred to the next meeting for discussion.

14/240 REPORTS OF MEMBERS ON OUTSIDE BODIES

Village Website – Joyce Pritchard has agreed to join the working group.
 Twinning –The trip to Socx had been a success and a wreath was laid at the Menin Gate by the French and English Twinning Associations. Roger Dillon completed his sponsored cycle ride (400 miles). A full report is on the Village web site.
 Victoria Institute – The refurbished Kitchen has been completed.

14/241 CORRESPONDANCE

Please request from Clerk if interested

Polling Districts and Polling Places Review – No changes to Caton
 Veterans in Communities information letter
 LALC AGM 8th November at County Hall, Preston

14/242 ITEMS / DATE OF NEXT MEETING – Tuesday 14th October 2014. Agenda closes 10th October.

Conditions for Grant Funding
Lengthsman/odd jobs person
Absence re Cllr V Williams
Remembrance Sunday

The meeting closed at 9.20 pm.