

MINUTES OF THE ORDINARY MEETING OF CATON - WITH - LITLEDALE
PARISH COUNCIL HELD AT THE VICTORIA INSTITUTE
ON TUESDAY 8 SEPTEMBER 2015.

PRESENT: Councillors : G Beckett, R Elvis, R Gibbons, K Hill, C Kynch, D Nesbitt, M Skeldon, J Walmsley. S Brown, Clerk. Ms H Diggle, Mr S Thompson and Mr T Rennison, Members of Public.

15/248 APOLOGIES FOR ABSENCE :

Parish Councillor Paine, City Councillors Jackson & Parkinson.

15/249 TO CONSIDER & APPROVE THE MINUTES OF THE PREVIOUS MEETING :

The 14 July meeting minutes para 233 should read Farm and Triangle, para 245 should include Steve Clarkson or Brian if working, para 246 should read Cllr Nesbitt.

15/250 TO RECEIVE DECLARATIONS OF INTEREST AND AUTHORISE ANY DISPENSATIONS (WHICH MAY RELATE TO THIS MEETING) : None

15/251 OPEN SESSION: (Note The Chair moved that Para 259 could be discussed here, see below).

Mr Thompson and Ms Diggle wished to be considered for Co Option to the Parish Council. Mr Thompson gave a short verbal resume; Ms Diggle had sent hers in via Email prior to the meeting.

15/252 TO CONSIDER CO-OPTION OF NEW PARISH COUNCILLORS :

Ms Diggle and Mr Thompson left the room at this point. A vote was taken in respect of both parties (unanimous, twice). They were asked back into the room and agreed to take office. Acceptance of Office, Declarations of Pecuniary Interest and Other Interests Forms were given out. The Clerk explained that they would not be eligible to vote at this meeting.

15/253 TO CONSIDER AND APPROVE POLICING AND COMMUNITY TOGETHER MATTERS : No Police Report is received now.

The last circular received showed there was a slight increase in crime in Caton & Denny Beck. There is higher Policing in Galgate at the present time as crime figures have increased. The Clerk is to request regular reports are sent through to her.

Item for the LINK : Keep sheds and outside tools & furniture locked away, now the nights are drawing in.

15/254 TO CONSIDER AND APPROVE COUNTY AND DISTRICT COUNCILLORS' REPORTS : None

15/255 TO CONSIDER PLAYPARK REQUEST FOR SAND & PLAYPARK REPORT :

Councillor Kynch had made a request for sand, The Clerk had obtained two quotes but a third is needed. The Community Payback Team could come and fill the sandpit. There is a Crazy Golf Tournament to be held on Saturday 26 September, could the grass be cut just before then and checked for dog foul. The Clerk will contact the City Council.

15/256 PLANNING : TO CONSIDER APPLICATIONS RECEIVED & NOTE DECISIONS :

Applications Received :

15/00925/LB : Listed building application for the erection of a first floor side extension and single storey rear extension, insertion of 3 windows to the front and rear elevations and construction of first floor internal stud walls to create additional rooms at Carr House, Littledale Rd, Quernmore, Lancaster, LA2 9ET.
It was resolved that there were No Objections

15/00011/REF: Outline application for the erection of up to 30 dwellings Site Address TNT Garage, Hornby Road, Caton, Lancaster LA2 9JA. Inspectorate Ref: APP/A2335/W/15/3030436. An appeal has been made to the Secretary of State in respect of the above site on 4 Aug 2015. This appeal will be decided by means of an informal hearing. The appeal is against a refusal of planning permission.
It was resolved that there were no further comments at this time

15/00961/FUL : Construction of a dormer window to the rear elevation to : 146 Brookhouse Road, Lancaster LA2 9NP.
It was resolved that there were No Objections

15 0110 TCA : Coppicing Eucalyptus Tree at 5 Littledale Rd LA2 9PH.
It was resolved that there were No Objections

Applications Permitted :

15/0100/TPO: Proposed : Various tree works to 2 sycamores For : Mr M Williams Address : 6 Moor Platt, Caton, Lancaster, Lancashire, LA2 9BF.
The application had been permitted, post Agenda

15/257 TO CONSIDER POSSIBLE NEIGHBOURHOOD PLAN WORKING GROUP REPORT & MEETING ON 9 OCTOBER :

A meeting has been organised for 9 October and the whole of the Parish is invited, including young families. Cllr Skeldon attended the Wray meeting and reported that it was very well organised. Their Working Group met two weeks ago and did a lot of consultation, the presentation involved many hours of preparation.

Caton with Littledale need to consider the pros and cons; it will need a large number of folk to be involved. See what the meeting produces in terms of attendance and interest. Cllr Hill will produce fliers to go out with the LINK distribution.

15/258 HIGHWAYS & FOOTPATH MATTERS INCLUDING SPiD, Bus Stop markings, SAT NAV Road Signs.

The new SPiD is now up and running although it needs to be re-calibrated to show 20Mph. There are hand held devices to use the machine, or a lead could be obtained to allow direct use from a computer at a cost of around £60. LINK item : The step ladder used for SPiD is available to anyone needing it, it is stored at Cllr Gibbons' home.

The Bus Stop at 166 Brookhouse Road : High-sided vans and other vehicles parked on or near the bus stop area make it difficult for bus drivers to see passengers. However, Lancashire County Council will need to consult local residents before bus stop marking may be painted on the road. Cllr Nesbitt will obtain feedback from other bus users and send in a personal letter. A comment was made that it was not an offence to park in a bus stop area, if no buses were due.

The Clerk was asked to send in a letter to Lancashire County Council about the parking, which causes poor visibility and potential accidents when the bus is coming.

There is a road sign on A683, into Holme Lane stating no HGVs. SAT NAVS are sending HGVs up there as it is the route through to Brookhouse (Current Policy being that the main road is travelled as far as possible, then take a smaller road). The Clerk will see if this can be changed as large vehicles cause obstructions in Holme Lane.

The overgrown hedges at Barghs need to be trimmed or taken up. The Clerk will write to them requesting they attend to reducing the overgrowth.

The Parent & Child sign is not visible, the hedge needs trimming back (near the boundary of Caton & Brookhouse , Artlebeck Bridge), the Clerk will write to the owners of the field nearby.

Buddleia bush at Holme Banks needs trimming; Cllr Gibbons will approach owners. The speed camera at the junction of Halton Low Road and the A683 is in a 30MPH area. There are many speeding cars along the road and the Clerk has been asked to

obtain a record of accidents on the vicinity and also ask for a Police speed check. A suggestion that a sign showing a radar area might reduce speeding traffic was made.

15/259 TO CONSIDER RE SITING OF THE BUS SHELTER ON BROOKHOUSE ROAD

(Note this was discussed during Public Participation). Mr Rennington, owner of No. 162 Brookhouse Road raised concerns about the shelter being outside his house. Cllr Nesbitt compiled a report and communicated with bus users over a few days and reported his findings. A vote was taken to keep the bus shelter where it was (at the Wavecrest forecourt) and it was resolved to keep it where it was.

15/260 TO CONSIDER RE-SITING OF BUS SHELTER FOLLOWING COMPLETION OF MOOR PLATT :

No suggestions came back, following the article in the LINK. Cllr Gibbons suggested Caton Green, but minute ref 14/110 indicates that this had been looked into and no alternative site had been found. Suggestion that the old shelter could be made available to another Parish was made. It can be stored behind the Victoria Institute until a decision is made.

15/261 TO CONSIDER THE DEDICATION OF MOOR PLATT SEATING AREA TO CATON WITH LITLEDALE OR LANCASHIRE HIGHWAYS :

This has been postponed to the October meeting as no papers have come through yet from Persimmons' Solicitor.

15/262 TO APPROVE ACCOUNTS FOR PAYMENT :

Authority is requested for the payment of the following from the Current Account : It was resolved that payments could be made, cheques signed by Cllrs Gibbons & Elvis.

Clerk's Salary for August & September ; S Brown	£ 683.58
HMR&C for PAYE Tax due on salary	£ 4.38
Expenses for the month, inc Travel; S Brown	£ 81.01
Mr B Postlethwaite, to open/close public toilets, Aug & Sept	£ 80.00
Ms J Hudson-Mather, Fell View zip wire locking, Aug & Sept	£ 80.00
Victoria Institute, Meeting July, paid August	£ 24.75
Lancs County Training P'Ship – Training for Chair role	£ 25.00
BDO Stoy LLP – Audit 2014/15 Year	£ 240.00
C A Traffic Lts – SpiD Replacement Board & Battery	£ 804.00
Lancaster City Council : Mow Field in July & Aug (2 x 2 cuts)	£ 298.60

Monthly Standing Orders :

Victoria Institute, Admin Grant (Aug & Sept)	£2,000.00
Victoria Institute, Public Toilet Cleaning (Aug & Sept)	£ 304.00

15/263 TO CONSIDER PLANTING A NEW OAK TREE FOR THE VILLAGE & POSSIBLE SCULPTURE OF THE OLD OAK TREE :

Cllr Kynch has a sapling that might be suitable and suggests asking the City Council's Tree Preservation Officer for advice before planting. Caton Hall also has Oak Trees, some of which might be descendants of the original Oak. Cllr Hill will contact the owner to see if they might donate a tree. It was resolved that no sculpturing of the old Oak should take place. Clerk to check if there is a TPO on the Original Oak Tree.

15/264 TO CONSIDER THE REMOVAL OF THE POST BOX ON BROOKHOUSE ROAD:

Post Boxes on Brookhouse Road and Broadacre Lane have been moved without consultation, although notices have been left. The boxes were not attached to telegraph poles as the notices had indicated. The boxes are used by many and the Clerk has been asked to contact Royal Mail to see when they will be returned.

15/265 TO CONSIDER AUDIT CONCLUSION, ISSUES ARISING AND ACTIONS NEEDED IN RESPECT OF FIXED ASSETS SCHEDULE :

The fixed assets schedule is incomplete as some acquisition dates have not been shown. There was also an addition error brought forward. Both items will be looked into, rectified as necessary and re-stated on next year's Annual Audit Form. The Twinning Expenditure is allowable under S.114 (2) LGA and not S.137 as shown.

15/266 TO CONSIDER POOR'S LAND CHARITY RETURN & TRUSTEE INFORMATION:

The Poor's Land Charity Return has been started but it needs to be confirmed if the individual Councillors are shown on the Trustee section or if the Parish Council (as a body) is acceptable. All Councillors need to be aware of their responsibilities as a Trustee. Cllr Kynch asked if it were possible to opt out of this role. The Constitution needs to be checked for the correct disclosure of Trustees. The Clerk will obtain confirmation from the Charities Commission of correct procedures.

15/267 TO CONSIDER SIGNING REGULAR PAYMENT STANDING ORDER FORMS :

B Postlethwaite and J Hudson Mathers will receive their subsequent monthly payments by Standing Order. The relevant forms were signed by Councillors

Walmsley and Kynch.

15/268 TO CONSIDER WAYS OF WORKING : This item was postponed to the next meeting to allow sufficient time to read notes.

15/269 TO CONSIDER WEBSITE CONTENT & COMMUNICATION : It was suggested that a Working Group be set up for communications. The matter was adjourned to the next meeting.

15/270 TO CONSIDER REPORTS FROM OUTSIDE BODIES & WORKING GROUPS :

Victoria Institute : There is an investigation regarding suspected fraud within the Victoria Institute's accounts. A tightening up of procedures is suggested, perhaps with the Parish Council giving some guidance.

Twinning : There will be a wine tasting evening on 5 December, in the Victoria Institute. Tickets are £12.00. A Burns Night and Band on 23 January 2016. The visit to France in the Spring of 2016 will include a commemoration of WWI.

LALC : No Report.

Poor's Land : The application forms should be available from November. As Cllr Nesbitt will not be at the October PC meeting the arrangements were reported to the September meeting. The Fishing Rights payment will be due shortly; the Clerk will issue an invoice to Mr Jackson

Finance Group : The accounts for the past four months were checked thoroughly and everything balanced. The group will meet again for a six month check in October, it is recommended that a full check is done every three months.

15/271 TO NOTE CORRESPONDENCE RECEIVED :

Step Ladder to be added to fixed assets schedule.

Handyman Contact information given from Cllr Elvis, Clerk will contact him.

Consider Solicitor – check if one used for previous work, or ask LALC.

Consider County Training Partnership to come to Victoria Institute.

15/272 TO NOTE THE TIME AND DATE OF THE NEXT PARISH COUNCIL MEETING
 Tuesday 13 October 2015 at 7.15pm. *Agenda closes Wed 7 October,*
Delivery and Notices Posted Thursday 8 October.
The meeting closed at 9.55pm

CATON-WITH-LITLEDALE PARISH COUNCIL

List of Working Groups & Outside Bodies : 2015/2016

CHAIRMAN Jenny Walmlsey

VICE CHAIRMAN Rob Paine

WORKING GROUPS :

FINANCE : Jenny Walmsley, Geoff Beckett, Ron Gibbons, Chris Kynch

PLANNING : Chris Kynch, Rob Paine, Karen Hill, Sid Thompson

NEIGHBOURHOOD PLAN :

PARISH ASSETS : Ray Elvis, Ron Gibbons, Rob Paine

NEW PROJECTS :

RIGHTS OF WAY/FOOTPATHS : Ron Gibbons, Ray Elvis

BEST KEPT VILLAGE : Drusilla Nesbitt, Sue Brown

POOR'S LAND : Drusilla Nesbitt, Ray Elvis, Jenny Walmsley, Mark Skeldon

REPRESENTATIVES ON OUTSIDE BODIES :

VICTORIA INSTITUTE : Rob Paine

LANCASTER LALC : Chris Kynch, Drusilla Nesbitt

TWINNING : Ron Gibbons, Rob Paine

WEBSITE : Jenny Walmsley

CATON PLAY AREA ACTION GROUP : Chris Kynch, Karen Hill

LANCASTER CITY COUNCIL : Joan Jackson, Jane Parkinson

LANCASHIRE COUNTY COUNCIL : Susie Charles

Neighbourhood Plan & New Projects to be decided as and when necessary.