

# Caton with Littledale Parish Council

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## Minutes of the parish council meeting held at the Victoria Institute on Tuesday 10<sup>th</sup> October 2017 at 7.15pm.

### **Present:**

Cllr Beckett, Cllr Paine (vice – chairman), Cllr Gibbons, Cllr Huddleston, Cllr Skeldon and Cllr Thompson.

G Mason - clerk to the parish council.

Three members of the public.

***Cllr Huddleston is acting chairman for this meeting.***

**17/129 Apologies for absence** - Cllr Elvis, Cllr Hill, Cllr Kynch, Cllr Nesbitt, and Cllr Walmsley.

### **17/130 To consider and approve the minutes of the ordinary meeting held on Tuesday 12<sup>th</sup> September 2017.**

It was resolved that the minutes of the previous meeting were approved and signed by Cllr Huddleston.

Proposed by Cllr Huddleston.

Seconded by Cllr Gibbons.

### **17/131 Declarations of interest and dispensations.**

Cllr Skeldon declared a personal interest in agenda item: parish management and maintenance, war memorial garden tender.

### **17/132 Open forum.**

Lee Burrows, store manager for the Coop attended the meeting to inform the parish council that the Coop will be closing due to a refit on the 16<sup>th</sup> October to the 4<sup>th</sup> November. There will be a pop – up shop available to service the village. The plant pots will have to be removed but will be replaced after the work has been completed and a new cycle rack will be erected in the forecourt of the shop for customers.

A member of the public enquired as to whether the parish council had any information in the rumour that there was a potential planning application for the football field. The parish council has not received any notification or application for the field.

### **17/133 Planning applications.**

**17/01101/CU** Proposal : Change of use of ground floor to cafe and takeaway (A3/A5) including outdoor seating and bike rack.

For : Mrs Kellie Elgalal Site Address : 3 Hornby Road, Caton, Lancaster, Lancashire, LA2 9QW.

***The parish council support this application.***

**17/01165/ADV** Proposal : Advertisement application for 1 illuminated fascia sign, 1 internally illuminated suspended logo sign, 3 non illuminated wall mounted signs and 1 double sided pole mounted sign.

For : Co Op Food Site Address : 5 - 11 Hornby Road, Caton, Lancaster, Lancashire, LA2 9QW.

***The parish council have no observations.***

It was resolved that the clerk submit the above responses to Lancaster City Council Development Control.

Proposed by Cllr Paine.

Seconded by Cllr Skeldon.

**17/134 Accounts and finance.**

**Payments**

**Standing orders**

Victoria Institute, administration grant (S/O)	£1000.00
Bridgitte Theunissen-Hughes zipwire lockup (S/O)	£40.00
B Postlethwaite public toilet lockup (S/O)	£40.00

**Cheques**

Gill Mason, clerk's wages June £559.95 and expenses £49.41	£609.36
Louise Clague – war memorial garden (September)	£257.14
Victoria Institute, room hire (NP)	£9.00

It was resolved that the above payments be made.

Proposed by Cllr Skeldon.

Seconded by Cllr Beckett.

**17/135 Parish management and maintenance.**

**Rebuilding of the wall surrounding the oak tree on Copy Lane.**

The rebuilding of the wall has been completed by the contractor.

**Play park inspections and repairs.**

The clerk has received a third quote for cushion fall from Giffords. The cost will be £6,500 plus vat including delivery.

It was resolved that the parish council purchase cushion fall from Giffords from the parish projects account.

Proposed by Cllr Skeldon.

Seconded by Cllr Gibbons.

The quote for play sand is approximately £1080.00.

It was resolved that the play sand be purchased.

Proposed by Cllr Skeldon.

Seconded by Cllr Gibbons.

**War Memorial: repainting of railings and new ground surfaces & maintenance for 2018.**

The Duchy of Lancaster has kindly donated £500.00 towards the maintenance. There have been no further quotations received for the tarmac work.

**Cycle rack installation update.**

No update.

**Village contractor update.**

No update.

**Repair of the fishstones.**

The fishstones are still in need of repair.

It was resolved that the clerk obtain a quote from the contractor who repaired the Copy Lane wall and ask him to complete the repairs this month.

Proposed by Cllr Paine.

Seconded by Cllr Skeldon.

**Village grass cutting & war memorial contracts 2018.**

The clerk has received correspondence from one interested contractor for the grass cutting tender.

The clerk was asked to contact Lancaster City Council to tender for the grass cutting contract.

The clerk has received two tenders for the war memorial garden maintenance.

It was resolved that Mrs Donna Skeldon will complete the works for 2018 for the total sum of £1500.00

Proposed by Cllr Paine.

Seconded by Cllr Thompson.

(Cllr Skeldon did not vote due to his personal interest).

**Car park light.**

Cllr Gibbons reported that the time clock on the car park light had defaulted, but now it has been reset it is working again. The clerk was asked to check whether Willans had installed a dawn to dusk sensor, and if not, for a sensor to be bought up to the amount of £100.00.

Proposed by Cllr Paine.

Seconded by Cllr Beckett.

**Repainting of parking lines at Hornby Road car park.**

The lines at the car park have worn away and it is not clear where the car parking spaces are. The clerk will obtain a quote for the repainting of the lines.

It was agreed that before the lines are repainted the Coop can use half of the car park for the shop refit work vans.

Proposed by Cllr Paine.

Seconded by Cllr Skeldon

**17/136 Twinning 2017.**

Cllr Gibbons informed the parish council that the Twinning big breakfast will be on the 4th November 9.30am – 12pm at the Victoria Institute and the Burn's night supper will be held in January.

**17/137 Remembrance service, wreaths and WI afternoon tea donation.**

Cllr Skeldon agreed to read the roll of honours names on Remembrance day.

The WI will provide the teas and coffees after the service in the Victoria Institute.

It was resolved to donate £75.00 to the WI for providing the remembrance teas for the current and previous year.

Proposed by Cllr Paine.

Seconded by Cllr Skeldon.

The clerk was asked to order a wreath for remembrance day from the British Legion.

It was resolved that a wreath be purchased.

Proposed by Cllr Paine.

Seconded by Cllr Skeldon.

**17/138 Poppy planting in the memorial garden.**

The scouts have asked permission to plant poppy seeds in the memorial garden. This planting is to keep the theme of a river of red across the country, which is the aim of the poppy organisation.

It was resolved to give permission to the scout group to plant the seeds.

Proposed by Cllr Skeldon.

Seconded by Cllr Beckett.

**17/139 Teenager facilities review.**

No update.

**17/140 SPiD deployment.**

The SPiD, which is currently sited in Gressingham, will be deployed to Quernmore Road, Caton by Cllr Skeldon and Cllr Gibbons this month.

**17/141 Finance committee update.*****Change of banking provider for the parish council update.***

The finance committee proposed that the parish council stay with the Cooperative bank and look into paying suppliers, contractors and other payments online at the parish council meeting. All councillors will be given a password (half the councillors will be given one password and the other half another password) and two councillors would authorise the payments at the meeting using their different passwords. Cllr Huddleston enquired how would payments be made if the councillors with

one password attended the meeting and no one with the second password was present. Cllr Paine suggested that the finance committee look into an online security card, that would allow the clerk to access the account statements only, but not allow online banking.

***Grant application update.***

The proposed amended application has been circulated to all councillors by Cllr Kynch. The football club will be asked for more information regarding their grant application.

***Caton church scout group grant application.***

The finance committee members that were present at the meeting recommended to the full parish council that the grant be refused. It was decided that the scout group had enough in reserve to purchase their requested consumables.

It was resolved that the scout grant application be refused.

Proposed by Cllr Gibbons.

Seconded by Cllr Beckett.

**17/142 Caton community school field.**

Cllr Huddleston updated the parish council on the evidence being collected by residents and users of the community field, as to how and when the field is used for recreational use. This information will be given to the neighbourhood plan group as evidence of green space.

**17/143 Post box replacement at Broadacre.**

Cllr Walmsley has contacted Royal Mail regarding the replacement and has been notified that a decision should be made within 12 weeks.

**17/144 Station Road telephone exchange grounds maintenance.**

Residents have complained that the grounds had become overgrown with bushes and trees at the exchange. Cllr Walmsley has contacted the relevant department and was told that maintenance work will be completed soon.

**17/145 Extra bins for the village.**

No update.

**17/146 Reports and correspondence.**

Re – siting of the noticeboard request letter – noted. (Site visit arranged)

Bus users group – noted.

**17/147 To note the date of the next parish council meeting.**

Tuesday 14<sup>th</sup> November 2017 at 7.15pm.

Agenda items to be submitted by Sunday 5<sup>th</sup> November at 5pm.

***The meeting closed at pm***

**Signed .....**

**Date.....**