

PARISH OF OVER KELLET
Draft Minutes of the Meeting of the Parish Council held at the
Wilson's Endowed C of E Primary School on Tuesday 09th January 2018 at 7-15pm.

Present: Councillor Mr Nick Ward - Chair
Councillor Mr Graham Agnew
Councillor Mr Stephen Atkins
Councillor Mrs Margaret Fowler
Councillor Mrs Rebecca Lauder
Councillor Mr Martin May

In attendance: Eight members of the public

- 1 APOLOGIES FOR ABSENCE:** Apologies were received from City Councillor Mr J Roger Mace and County Councillor Mrs Phillippa Williamson
- 2 MINUTES:** It was **RESOLVED** that Minutes of the meeting held on **Tuesday 12th December 2017** be approved.
- 3** There were no **matters arising** from the Minutes that are not otherwise covered by the Agenda for the meeting. The Clerk was warmly welcomed to his first meeting by the Chair and Members. The Clerk thanked the Chair and Members for the opportunity and informed the meeting that a Facebook page (www.facebook.com/overkelletpc) and Twitter account (@overkelletpc) for the Parish Council had been set up.
- 4** The Clerk reported that the following **correspondence** had been received since the last meeting of the Council for consideration and discussion:
 - a)** Members have been invited to attend a meeting of Lancaster City Council's **Budget and Performance Panel on Tuesday 23rd January 2018 at Morecambe Town Hall at 6:00pm**. At the meeting, representatives from the City Council, Lancashire County Council, Lancashire Police and Crime Commissioners and the Lancashire Fire and Rescue Service will present their **budget proposals for 2018/19 for consultation purposes**. The invitation was noted.
 - b)** The Clerk reported that Lancaster City Council have launched the first stage of a review into whether current arrangements for parish councils and meetings across the district are fit for purpose or could be improved. Following a process known as a **Community Governance Review** the aim is to **'ensure that all areas have improved community engagement, more cohesive communities, better local democracy and a more effective and convenient way to deliver local services'**

It was explained that parish councils and residents have been invited to raise any issues for detailed considered in the next stage of the review. Submissions must be made by the extended deadline for consultation of **Wednesday 31st January 2018**.

After some discussion and questions, it was **RESOLVED** that the Parish Council is generally satisfied with current arrangements but wished to have the opportunity to be **directly involved in the planning process whether at an early stage of the pre-application process (Level 1 or 2) or through open discussion with the case officer and/or applicants and their representatives**.
 - c)** Members were advised that notification had been received from Lancashire County Council of the **temporary closure of the slip roads either side of the Village Green**. The **roads will be closed from 7:00am on Tuesday 30th January 2018 until 7:00pm on 12th February 2018 or until completion of the works within this period**. The temporary prohibition is to allow utility works to be carried out, although it was unclear what actual works would be undertaken. The prohibition was noted.
 - d)** Other correspondence was circulated for Members attention including an invitation to the Lancashire Civic County Carol Service in at Blackburn Cathedral on Sunday 4th February; Parish and Town Council Newsletter and LCR Winter magazine and the Clerks and Council's Direct magazine.

5 PLANNING APPLICATIONS:

Application No and Description	Status/Comment
16/0152/ OUT: Outline application for the erection of 15 dwellings and creation of new access - Late James Cottam (Senior) Will, Land Adjacent To Church Bank and Greenways Over Kellet Lancashire	Parish Council Objection. Approved subject to conditions being met.
17/01050/OUT: Outline application for the development of 55 residential dwellings - Mr Stephenson, Land North of Old Hall Farm Kirkby Lonsdale Road Over Kellet Carnforth Lancashire LA6 1DA	Parish Council Objection. Approved subject to conditions being met. Councillor Ward contacted Planning Case Officer and County Highways about safety concerns relating to pedestrian access
17/01133/FUL: Erection of car showroom (sui generis), maintenance workshop and preparation building (B2), display area, storage compound with associated access and landscaping - Parker and Parker Limited Land North Of Kellet Road Over Kellet Lancashire	Parish Council Objection. Awaiting Planning Committee decision
17/01311/FUL: Demolition of existing machinery store and stables, erection of an agricultural building for free range laying unit, change of use of existing agricultural building for egg packing facilities, construction of two bulk feed bins, installation of staff facilities with associated package treatment unit and associated landscaping - Martin Mulligan, Parsons Field Restarigg Farm Kirkby Lonsdale Road Arkholme LA6 1BQ	Parish Council Objection. Awaiting Planning Committee decision
17/01363/CU: Change of use of land for the siting of 44 static caravans/lodges including retrospective raising of land levels - Mr J McCarthy, Castle View Caravan Park Borwick Road Capernwray Lancashire	Parish Council Objection. Application Withdrawn
17/0135/FUL: Erection of an agricultural barn for storage of animal feed and machinery and creation of a new access and access road - Mr & Mrs D Harwood, Agricultural Grazing Land Kirkby Lonsdale Road Arkholme	Parish Council Objection. Application Withdrawn
17/01526/FUL: Erection of 2 dwellings with associated landscaping and access - Mitchells of Lancaster, Land Adjacent to the Eagles Head Nether Kellet Road Over Kellet.	Parish Council to object to the application

It was **RESOLVED** that the latest position on planning applications considered by the Parish Council be noted and action taken as set out.

6 Councillor Agnew reported on the main points and issues arising from the last meeting of the **Lancashire Association of Local Councils (LALC)** held on **27th November 2017**. The next meeting of LALC will be on **Monday 29th January 2018**, venue to be confirmed. It was **RESOLVED** that the report and date of the next meeting of LALC be noted

7 There were no **quarry matters** to report.

8 The Chair reported that the **Lengthsman** had carried out general duties as required and advised that Members from Bolton-Le-Sands, Nether Kellet and Over Kellet Parish Councils had been invited to discuss the Shared Lengthsmans contract arrangements and remuneration on **Thursday 11th January at 4:00pm in Bolton-Le- Sands.**

There was a discussion about the current arrangements within Over Kellet. It was then **RESOLVED** that Members consider jobs around the village that the Lengthsman could undertake, whether as a one-off piece of work or as part of a regular routine. It was requested that information about the Lengthsman scheme be published in the Over Kellet View.

- 9 The Clerk (with assistance from the former Clerk) and Members reported on the following issues, activities and actions since the last meeting of the Parish Council:
- a) Lancashire County Council have inspected the **wall adjoining 1 Longton Cottages on Kirby Lonsdale Road** and have reported that it is not owned or maintained by them and can take no further action, although they have contacted the landowners to request that the wall be made safe and maintained. Similar action has been taken in respect of the **wall adjoining the Eagle's Head public house**. County Councillor Williamson has taken up the **damage to the wall at the 'Narrows'**;
 - b) The **footpath along the north side of the B6254 and the junction of the A601M and B6254 remains overgrown** with vegetation, brambles, nettles and other weeds. Concerns have also been raised with County Highways regarding the road edge and grass verge following work on the adjoining fields. It was suggested that an enquiry be made to Lancaster City Council with a view to the area being cut back and cleared up;
 - c) County Councillor Williamson has raised the issue of a **large pothole (around 18" by 12" and 4" inches deep) on the B6254** in places and is a potential risk to both cyclists and motorists. No action has been taken to date;
 - d) Lancashire County Council will carry out an **inspection of the area where long vehicles are accessing Kellet Lane** to ascertain whether signs could be put up to improve the situation. Regarding the issues of restricted visibility works have been ordered to have the area cut back some time in the new year;
 - e) Lancashire County Council will **inspect the dangerous pot hole on Nether Kellet Road by the junction with Church Bank**.

It was **RESOLVED** that the updates on issues reported and actions taken be noted and that further updates be provided as necessary.

- 10 Councillor Agnew provided an update on the developing **Emergency Plan** and praised everyone involved so far, notably Mr Paul Bond. A leaflet setting out useful information and contacts relating to the plan has been developed and a draft of the emergency plan will be sent to Mark Bartlett, Civil Contingencies Officer for review and comment. A meeting of the emergency plan group is scheduled in the next few days and a further meeting with Mark Bartlett is planned in February. This will be followed by an official launch.

After some discussion, it was **RESOLVED** that the report be noted and that the Emergency Plan group be thanked for their efforts to date. It was suggested that printed Emergency Plan leaflets to distributed around the parish along with the leaflet on the Neighbourhood Plan meeting (Minute 13 refers)

- 11 The Chair reported that money had been received being rent for **allotment** plots. Councillor Atkins confirmed that there are eight allotment plots and explained the current rental and management arrangements with the allotment holders. The Chair suggested that it would be beneficial for a lockable container to be procured and positioned on the allotments site for use as a secure place for the storage of parish council assets.

There was a general discussion about other possible storage area before it was **RESOLVED** that Councillor Atkins seeks the views of allotment holders and that the Clerk liaise with the Lengthsman to get quotes for suitable containers.

- 12 The Chair reported on progress with the **B4RN community broadband project**. Around 100 properties now have access to the fibre optic broadband network and around 30 households are making regular use of it. Another 700 metres of cabling is due to be installed soon.

The Parish Council has been fortunate that residents and landowners have generally welcomed the project and allowed cables to be laid across their land as required.

It was **RESOLVED** that the report be noted.

- 13** The Chair provided further details for the public meeting to be held in **Over Kellet Village Hall on Tuesday 6th February 2018** to consider whether residents are in favour of the development of a **Neighbourhood Plan for Over Kellet**. A broad description of the process was given and the Chair advised that leaflets had been printed for distribution to every household and business in the parish.

It was **RESOLVED** that the report be noted and that the outcome of the meeting will determine whether a Neighbourhood Plan is to be pursued further.

- 14** The Chair reported that the **Christmas Tree** had again been well received by residents and it was **RESOLVED** that everyone involved in providing, installing, decorating and the subsequent removal of this years Christmas Tree be thanked.

- 15** There was no report from City and County Councillors in their absence. The Chair did, however, remind everyone that at the last meeting of the Parish Council, County Councillor Williamson advised that she has access to **up to £3,000 funding for community projects**.

It was **RESOLVED** that the Chair advises the school in the first instance and that details of this opportunity be published in Over Kellet View in due course.

16 (a – c) ACCOUNTS FOR PAYMENT:

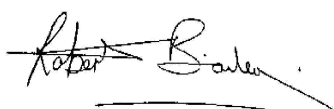
1107	Michael Watson, Parish Clerk Honorarium - December 2017	£136.50
1108	Michael Watson, Parish Clerk Expenses – October to December 2017	£130.98
1109	Bay typesetters – Emergency Plan printing	£130.00

It was **RESOLVED** that the above account(s) be paid.

- d)** The Clerk presented a paper, provided by the outgoing Clerk, of the forecasted balances as at 31st March 2018 and the expected budget requirements to fund plans for the financial year 2018 – 2019. The accounts and figures presented provided a basis for discussion on the **Parish Council's precept demand from Lancaster City Council for 2018/19**.

Members commented on the accounts and asked several questions and it was then **RESOLVED** that the precept demand for 2018/19 be **£8,100**, the same amount as the previous two financial years. This amount of precept represents a chargeable precept to a Band D property of **£23.64**.

- 17** A member of the public enquired about the SPID, which is currently not operating. Councillor Agnew explained that he has taken it upon himself to charge and change the batteries and that this can be a time-consuming task and difficult to do safely and conveniently, especially in inclement weather. When charged the batteries have a very limited life-span, rarely lasting longer than 3 days and taking a minimum of five hours to fully charge. There was then a discussion about whether the SPID could be fitted with a rechargeable unit/solar panel; could the maintenance of the unit be carried out by the Lengthsman and is it located in the optimum position? There was also a suggestion that it might be beneficial to have a second SPID in due course. It was then **RESOLVED** that the Clerk enquires with County Highways on the matters raised and that Councillor Fowler discussed the ongoing maintenance of the SPID with the Parish Lengthsman. The date of the next meeting is **Tuesday 13th February 2018 commencing at 7:15pm**. The meeting closed at 8:35pm



Clerk of the Council