

**PARISH OF OVER KELLET**  
**Minutes of the Meeting of the Parish Council held at the**  
**Wilson's Endowed School on Tuesday 10<sup>th</sup> July 2018 at 7.15pm.**

**Present:** Councillor Mr N Ward - Chair  
Councillor Mr G Agnew  
Councillor Mr S Atkins  
Councillor Mrs R Lauder  
Councillor Mr M May  
City Councillor Mr R Mace  
Mr D Whiteway (Parish Clerk)

**In attendance:** Seven members of the public

**1 APOLOGIES FOR ABSENCE:**

Apologies were received from County Councillor Mrs Phillippa Williamson

**2 MINUTES:**

It was **RESOLVED** that the Minutes of the meeting held on **Tuesday 12<sup>th</sup> June 2018** be approved and signed.

**Matters Arising:**

**Min 2 Drainage issues on footpath 9, adjacent to Leapers View.** Concerns on this had been reported at the meeting on 13<sup>th</sup> March 2018. **ACTION:** It was agreed that the Clerk should write to the households concerned regarding the issue.

**Min 4(1) Painting of kissing gates.** The Clerk advised no further progress as yet, this being a work programme item for July/August.

**Min 4(2) Loose setts, Village Green.** The Clerk had discussed this with the Lengthsman, who advised it had been a perennial issue and the responsibility of the County Highways.

**Min 4(6) Litter Pick, 16/06/18.** The Chair thanked everyone who had taken part and contributed to the collection of 12 bags of rubbish. It was agreed that in future, arrangements should be the responsibility of the Parish Council and not the Neighbourhood Watch co-ordinator. Next litter pick to be scheduled for April/May 2019.

**Min 4(7) B4RN.** The next working parties were arranged for 28<sup>th</sup> July and 25<sup>th</sup> August 2018.

**Min 4(8) No parking signs, Top Green.** A letter had been sent requesting removal of the signs and suggestions for a suitable replacement

**Min 4(9) Damage to 'no cycling signs' alley to Church Bank.** This had been referred to the Lengthsman, no update available at the time of the meeting.

**Min 4(10) Battery replacements for the SpID.** Councillor May had been attending to this in Councillor Agnew's absence. The Chair reported that Mr Walker of Hill Top Farm had volunteered to help with replacing the batteries. Further discussion was held regarding the practicalities of, and risks associated with, changing the batteries, and on options for implementing a solar power source. **ACTION:** It was agreed to consider the issue fully in the forthcoming development of a new parish plan.

**Min 10 Use of Village Hall facilities.** It had been confirmed that the Council would meet at the Village Hall from September 2018 and that a letter had been sent to the head teacher of the School expressing thanks for their services in the past.

**Min 11 Contractors' work on the Village Green.** The Chair advised that more remedial work had been undertaken but that there was no growth at present, due to the heatwave. BT were due to carry out additional work on 19<sup>th</sup> July 2018.

**Min 12 Parish Plan.** The Clerk reported that around 60 responses had been received to the parish survey and that this was now being closed. **ACTION:** The Clerk to analyse the responses and prepare reports in readiness for the next scheduled meeting of the Parish Plan Group on 4<sup>th</sup> September 2018

**3 DECLARATIONS OF INTEREST:**

None received.

**4 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:**

**Reports from members of the public:**

- (1) A need for unsightly trees and dangling brambles, causing an obstruction on footpath 9 adjacent to the Electricity substation, to be tidied up. **ACTION:** the Clerk to investigate and take appropriate action.
- (2) An increase in the size of gap appearing in the steps from the road by the Chapel. **ACTION:** the Clerk to ask the Lengthsman to consider this and remedy if possible.
- (3) The increase in queues of traffic on the Capernwray Road, awaiting entry to the Diving Centre at 8.30am on Saturday mornings. It was reported that queues were developing in both directions on the road and that vehicles were hurrying through the village to obtain a position in the queue. **ACTION:** the Clerk to write to the Diving Centre asking them to take action to resolve the problem, and to refer the matter to Police if not resolved.
- (4) A parishioner commented that the City Council litter bin by the village shop was becoming over-full and overflowing. The parishioner was asked to monitor the position and report on any further/ongoing issues.

**Clerk's Report:**

- (5) An email had been sent to Lancashire County Council opting-in to the "local delivery scheme" for 2018/19, whereby funding of £250 is provided to parishes to assist in maintaining designated footpaths.
- (6) A LALC Planning Workshop was being planned by Carnforth Town Council on Thursday 19<sup>th</sup> July 2018.
- (7) The Parish Council had responded positively to a request from a group of local artists who wished to use the name 'Over Kellet Artists' or 'OK Artists' in an exhibition scheduled for early 2019 at Carnforth Cultural Heritage Centre.

**Members' Reports:**

- (8) The Chair enquired about progress on procuring a sign depicting and detailing the panorama from Bay Croft. Given the time that had elapsed since this decision was taken, it was hoped that the chosen supplier would be able to deliver and install the sign before the end of this summer. **ACTION:** Councillor Agnew agreed to take this up with the supplier. It was felt that, if any further delays seemed likely, an alternative supplier might need to be sought. The Lengthsman would be asked to mount the sign on a suitable stand. A member of the public suggested that the area was starting to look untidy. **ACTION:** Councillor Atkins was asked to refer this for consideration by the Lengthsman.
- (9) Quarries: no issues had been reported since the last meeting.

## City and County Councillors' Reports:

(10) No matters were reported

### 5 THE WYN PAVELYN AWARD 2018

The Chair advised that arrangements needed to be made regarding the judging and presentation of the Wyn Pavelyn Award for 2018, for the 'best kept garden' in the parish.

**ACTION:** Councillors Lauder and May volunteered to act as judges for the award, the judging to be carried out during August and the winner to be invited to the September meeting of the Parish Council to be presented with the trophy.

### 6 THOMAS WITHERS CHARITY – APPOINTMENT OF TRUSTEE

The Clerk reported that the Clerk to the Trustees of the Thomas Withers Charity, Mr David Mills, had advised that Mrs V J Avery, of Meadowbank House, Over Kellet had recently resigned as Trustee. It was proposed by the Trustees that Mrs M Mosey of 32, Greenways, Over Kellet be appointed to the vacant position.

It was **RESOLVED** that Mrs M Mosey be appointed as Trustee to the Thomas Withers Charity.

### 7 APPOINTMENT OF BANKERS

The Clerk reported on operational difficulties having been experienced with the Council's current bankers, RBS and the impending closure of the bank's Lancaster branch. As a consequence, the Parish Council was seeking to appoint Barclays as its banker.

Following discussion of the proposition, it was **RESOLVED** that Barclays be appointed as the Parish Council's banker.

### 8 COMMUNITY ROADWATCH SCHEME

The Clerk introduced his report into the Community Roadwatch Scheme as operated by the Lancashire Constabulary in this area. The scheme calls for community volunteers to provide resources to operate hand-held cameras to identify speeding and other driving offences and to be involved in processing the results and producing official letters, etc. Training, equipment, clothing and supervision are provided by the local Neighbourhood Police Team. It was noted that volunteers may be required to work on exercises in other localities within the NPT area.

**ACTION:** It was agreed that the Clerk would draft an article for inclusion in the September issue of Over Kellet View to gauge local interest in volunteering for the scheme.

### 9 TOURING CINEMA

The Clerk reported that an email had been received from the Carnforth Town Clerk advising of a plan to introduce a Touring Cinema facility in the area. The Town Clerk had contacted all parish clerks in the district to gauge possible support for such a scheme.

Following discussion, it was agreed that further information on likely costs was required and that any decision to participate in such a scheme was a matter for the Over Kellet Village Hall Committee. It was acknowledged that, if there was support for the scheme, participation would probably be dependent on the cost implications and that a request for subsidy from the Parish Council might be expected.

**ACTION:** It was agreed that the Clerk would seek to obtain further details on potential costs and refer the matter to the Over Kellet Village Hall Committee.

#### 10 PLANNING APPLICATIONS:

The Clerk presented an update on planning decisions, which was noted. It was reported that, regarding application 18/00529/OUT for 43 houses off Kirkby Lonsdale Road, the Environment Agency had asked for an odour assessment report to be produced and that an ecology survey would also be required.

A member of the public enquired about the current status regarding land adjacent to Hill Top. The Chair advised that, whilst outline consent to convert a barn and build a property had been granted some years ago, there were no current plans lodged.

The Clerk also reported that an invitation to consult on the following planning application had been received from the Planning Development Management Team on 10<sup>th</sup> July 2018.

Application No:	Description
18/00819/CU	<b>Change of use of fields to create an amenity area, a caravan display area and a new access road and alterations to land levels. Site Address : Fields 4 And 8, Castle View Caravan Park, Borwick Road, Capernwray</b>

Following discussion it was agreed that the Clerk should draft a consultation response on behalf of the Parish Council, setting out views including the following concerns:

The proposed change of use of an area currently comprising open countryside to commercial sales; the consequent increase in traffic movements in the area; issues regarding visibility of the new sales facility from the roadside. The Council also held an over-riding view that, whilst the current Local Plan made provision for 'incremental increases' in the number of caravan pitches in the parish, this and other applications had brought the number up to the maximum sustainable for the area.

It was then **RESOLVED** that a consultation response be sent by the Clerk to the Planning Development Management team, setting out all the points covered.

#### 11 PAYMENT OF ACCOUNTS:

Cheque	Payee & Detail	£
1130	Mr Derek Whiteway – Parish Clerk salary and expenses May-Jun 2018	535.17
1131	HMRC – PAYE deductions for January to June 2018	292.00
1132	Purchase of printer from Currys PC World (payable to the Parish Clerk)	133.99

It was **RESOLVED** that the above accounts be paid.

**12    DATE & TIME OF NEXT MEETING:**

The next meeting of the Parish Council will be held on Tuesday, 11<sup>th</sup> September 2018 commencing at 7.15pm at the Over Kellet Village Hall.

The meeting closed at 8:30pm

Derek Whiteway

Clerk of the Council

Nicholas Ward

Chair

Date: 11<sup>th</sup> September 2018