

**Parish Council Meeting to be held on Tuesday 11th September 2018
at the Over Kellet Village Hall, commencing at 7.15pm**

A G E N D A

1. To receive apologies
2. To consider and approve Minutes of the Meeting held on Tuesday 10th July 2018 (attached to the agenda)
3. To receive Declarations of Interest
4. To announce and present the Wyn Pavelyn Award 2018
5. To adjourn the meeting for a period of public discussion and to provide 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will be considered as an agenda item at a future meeting)
 - a. Public discussion
 - b. Clerk's report on activities and correspondence since last meeting
 - c. Members updates and reports since the last meeting
 - d. Report of District and County Councillors
6. To consider and comment on the list of planning applications and decisions set out below (details previously circulated):

Application No:	Description
18/00529/OUT	Outline application for up to 43 dwellings (C3) with associated access, land opposite Craggs Hill, Kirkby Lonsdale Road, Over Kellet. Revised ecology statement and revised pedestrian access plan. Consultation response submitted on the revised pedestrian access plan.
18/00857/PAA	Prior approval for the change of use of agricultural building to a dwelling (C3), Barn South Of Capernwray Diving Centre, Capernwray Road. PC not invited to comment
18/00893/FUL	Regrading of land with new retaining wall, creation of an area of hardstanding, a new access and a dropped kerb, 1 Longtons Cottages, Kirkby Lonsdale Road. Consultation deadline 19 September 2018
18/00947/FUL	Erection of a detached hall building. Wilsons Endowed CE School, School Lane, Over Kellet. Consultation deadline extended to 14 September 2018

18/00983/FUL	Erection of caravan reception/office building with warden accommodation with associated car parking. Old Hall Caravan Park, Capernwray Road, Capernwray. Consultation deadline 21 September 2018
18/01006/FUL	Regrading of land levels, erection of an agricultural building with slurry store below and a bulk feed bin. Hoggetts Lane Farm, Kirkby Lonsdale Road, Over Kellet. Consultation deadline 19 September 2018 - no comment submitted.
18/01087/REM	Reserved matters application for the erection of 2 detached dwellings with associated regrading of land, access, landscaping and construction of a new retaining wall and footpath. Development Land - Plot 1 And 2, Kirkby Lonsdale Road, Over Kellet. Consultation deadline 20 September 2018
18/01090/VLA	Variation of legal agreement attached to planning permission 15/00896/OUT to remove the requirement for an a ordable housing contribution. Former Chicken Farm, Kirkby Lonsdale Road, Over Kellet. Related to 18/01087/REM above.
18/01094/PLDC	Proposed lawful development certificate for the installation of solar panels to the roof. 2 Jackdaw Quarry, Capernwray Road, Capernwray. PC not invited to comment
18/01148/FUL	Erection of porch to front elevation. Court House, Nether Kellet Road, Over Kellet. Consultation deadline 25 September 2018
18/00113/DIS	Discharge of conditions 4 ,5, 7 and 9 on approved application 08/01308/REM. Capernwray Diving Centre, Jackdaw Quarry, Capernwray Road, Capernwray. Status: Split Decision PC not invited to comment
18/00128/DIS	Discharge of condition 3 on approved application 18/00419/FUL, Hall Farm Cottage, Kellet Road, Over Kellet. PC not invited to comment
18/00130/DIS	Discharge of Condition 3 on approved application 18/00420/LB, Hall Farm Cottage, Kellet Road, Over Kellet

	PC not invited to comment
18/0108/TCA	Remedial pruning of cherry tree (T1). End Cottage, The Green, Over Kellet. Status: Application Permitted Consultation deadline 9 August 2018 - no comment submitted.

7. To receive an update on planning authority decisions on previously considered applications (report enclosed)
8. Remembrance Sunday. To consider arrangements for Sunday, 11th November 2018
9. Christmas Tree. To consider arrangements for the installation of this year's tree.
10. Caravan near Restarigg Farm. To consider any action required.
11. To authorise payment of the following accounts:

Cheque	Payee & Detail	£
tba	Mr Derek Whiteway – Parish Clerk salary and expenses July-August 2018	684.97
tba	HMRC – PAYE deductions for July and August 2018	91.00

12. To consider date and time of next meeting (Clerk to Report)

Derek Whiteway

**Derek Whiteway
Parish Clerk
3rd September 2018**

**122 North Wing, The Residence
Kershaw Drive
Lancaster
LA1 3TF
Tel: 07805 260976
Email: clerk@overkelletpc.org**

PARISH OF OVER KELLET

Draft Minutes of the Meeting of the Parish Council held at the Wilson's Endowed School on Tuesday 10th 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 12th 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 13th 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 28th July and 25th 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 19th 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 4th 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 19th 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 10th July 2018.

Application No:	Description
18/00819/CU	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

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, 11th September 2018 commencing at 7.15pm at the Over Kellet Village Hall.

The meeting closed at 8:30pm

.....Clerk of the Council

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Chair

Date:

Agenda Item: 7
Planning Application Comments & Decisions
Update for July/August 2018

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
18/00011/REF - APPEAL: Erection of 2 dwellings with associated landscaping and access – Land adjacent to the Eagles Head, Nether Kellet Road, Over Kellet	No further representation following appeal	Appeal in Progress
18/00529/OUT - Outline application for up to 43 dwellings (C3) with associated access, land opposite Craggs Hill, Kirkby Lonsdale Road, Over Kellet.	Objection lodged 13/06/18 See also agenda item 6.	Awaiting Decision
18/00420/LB - Listed building application for erection of a single storey side extension, installation of three roof lights to the rear roof, etc Hall Farm Cottage, Kellet Road, Over Kellet.		Application Permitted
18/00493/FUL - Changing of land levels, erection of an agricultural building with slurry store below and a bulk feed bin. Hoggetts Lane Farm, Kirkby Lonsdale Road, Over Kellet.	See agenda item 6 re application 18/01006/FUL.	Application Withdrawn Resubmitted as 18/01006/FUL
18/00700/FUL - Erection of an agricultural barn for storage of animal feed and machinery and creation of a new access and access road. Agricultural Grazing Land, Kirkby Lonsdale Road, Arkholme	Representation lodged 30/06/18	Awaiting Decision
18/00708/PAA - Prior approval for the change of use of an agricultural building to 2 residential dwellings, Swarthdale Barn, Swarthdale Road	Not consulted	Awaiting Decision
18/00819/CU - Change of use of agricultural land to create an amenity area, a caravan display area and a new access road and alterations to land levels. Castle View Caravan Park Borwick Road Capernwray	Representation lodged 28/07/18	Application Withdrawn