

PARISH OF OVER KELLET
Minutes of the Meeting of the Parish Council held at the
Over Kellet Village Hall on Tuesday 8th January 2019 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
County Councillor Mrs P Williamson
City Councillor Mr R Mace
Mr D Whiteway (Parish Clerk)

In attendance: Seven members of the public

1 APOLOGIES FOR ABSENCE:

None received

2 URGENT ITEM – CITY COUNCIL LOCAL PLAN CONSULTATION INVITATION.

City Councillor Roger Mace provided feedback on questions posed by Councillor May regarding the City Council's latest invitation to comment on the soundness of the Local Plan. The Planning Inspector's consideration of the Local Plan is currently scheduled to commence on 1st April 2019. The questions related to:

1. The status of proposed amendments to the Local Plan that were recently consulted on;
2. The latest views and comments of the Inspector regarding the status of the submitted plan and any subsequent amendments; and
3. The current invitation to consult - what should the Parish Council be doing?

Councillor May had also raised a number of queries regarding the status in the Plan of sites listed in the Strategic Housing and Employment Land Availability Assessment (SHELAA).

Councillor Mace gave a detailed response to each of these matters, referring to comments provided by officers at the City Council. Following discussion of each point and the overall position regarding the Local Plan it was **AGREED** that no further comments or representations should be made to the City Council at this stage.

Councillor Mace advised that, should it so wish, the Parish Council was entitled to seek an interview with the Inspector as part of the review process.

The Parish Councillors thanked Councillor Mace for his efforts and support in compiling his advice and presenting it to the meeting.

3 MINUTES:

It was **RESOLVED** that the Minutes of the meeting held on **Tuesday 11th December 2018** be approved and signed.

Matters Arising:

Min 2 (2(4(8)) Panorama Sign for Bay Croft. Councillor Agnew reported that he had now ordered a panorama sign from an alternative supplier and expected that it would be available for the next meeting on 12th February 2019.

Min 2(4(8)) Xmas Tree. The Clerk had written thanking volunteers who had helped erect the tree.

Min 2(5) A Plaque for Goosegate The Clerk has written to the City Council's Conservation Team seeking views and advice on the proposals.

Min 2(Other). SpID. The Clerk had written to Mr Walker thanking him for his offer to maintain and replace the SpID batteries.

Min 4(1) Footpath at the rear of Leapers View. The Clerk had written to the householders about water draining on to the footpath and had received a phone call saying that the offending drain would be blocked to prevent discharge onto the path. Councillor Atkins will report issues concerning the gap in the hedgerow to the Lengthsman and ask him to assess risks and recommend any action.

Min 4(3) Painting of Kissing Gates. The Clerk reported that matters were in hand to arrange this work in the Spring.

Min 4(4) Kellet Road Hedgerow. The Clerk reported that the hedgerow had been trimmed before Christmas.

Min 4(5) Community Road Watch. The Clerk and two residents had attended a briefing at Morecambe Police Station on 15th December, which had been both useful and interesting. Three residents were proposing to continue with signing up as volunteers.

Min 4(6) Parish Council Website. The Clerk reported that the website was now live and that an article promoting it is to be included in the February issue of OK View. The website address is www.overkelletpc.org

Min 6 Parish Plan. The Clerk had written to thank members of the Parish Plan Committee for their work and input in developing the Plan.

Min 9 Freedom of Information Requests. The Clerk had contacted the City Council's Development Management Team and requested to be advised of any future applications to expand or introduce chicken farms in the parish and adjoining areas. The Clerk was awaiting a detailed response from the DM Team regarding the Council's policy on responding to any FOI request for pre-application advice.

4 DECLARATIONS OF INTEREST:

Councillors May (parent of school pupil) and Agnew (school governor) declared a non-prejudicial interest in item 6 - Wilson's Endowed CE School – Christian Vision Statement.

5 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:

REPORTS FROM MEMBERS OF THE PUBLIC:

- (1) A resident reported that a pedestrian warning sign on Cockle Hill was displaced and not currently facing oncoming traffic in either direction. **ACTION:** That the issue is reported to County Highways.

CLERK'S REPORT:

- (2) The Clerk had no further matters to report

MEMBERS' REPORTS:

- (3) **LALC.** Councillor Agnew reported on a recent meeting at which concerns had been expressed over the safety of the Bay Gateway; attempts were being made to engage with the County Council.

- (4) **Quarries:** No reports since the last meeting.
- (5) **Village Hall.** Nothing to report
- (6) **B4RN:** The Chair reported that the B4RN AGM was being held on Friday, 11th January and a working party on Saturday 12th January. This would be concentrating on an area from Winder Garth to down Moor Close Lane.
- (7) **Lengthsman:** The Clerk advised that the Lengthsman had reported an offer by the landowner to provide materials to help with the surface of a section of the footpath leading from the old School to Leapers Wood. **ACTION:** The Clerk to ask the Lengthsman to provide a plan and details of the work/budget required and to initially seek the County Council's commitment to funding the work.

The Lengthsman had also enquired about storage facilities at the Village Hall and whether these were now available. **ACTION:** Councillor Atkins to advise the Lengthsman that the facilities were now available and liaise with him to arrange access.

- (8) **Other:** The Chair reported that, a few days before Christmas, a vehicle had collided with and damaged one of the concrete-based benches on the Village Green. The bench had subsequently been removed from the site by an unknown agency. **ACTION:** The Clerk to contact the driver to attempt to locate the bench and discuss its repair or replacement.

Councillor May raised previous concerns about the leaning wall on Cockle Hill, this being an ongoing issue following the City Council's refusal of planning permission for a proposed re-design of the property's access. **ACTION:** The Clerk to contact County Highways to ask them to reconsider this matter in light of the failed planning application. County Councillor Williamson asked to be copied into this communication and offered to add her support to the enquiry.

CITY AND COUNTY COUNCILLORS' REPORTS:

- (9) County Councillor Williamson reported on the County Council's development of its budget for 2019/20, in which all services had been reviewed in order to secure £77m of required savings. Proposals with a local impact included a reduction in the opening of Carnforth Household Waste Recycling Centre to 5 days per week. Councillor Williamson was proposing to campaign for re-surfacing work to be carried out on the Kellet Road on the outskirts of Carnforth. It was also anticipated that work would be carried out locally from extra funding recently made available to repair potholes.

The Clerk advised that County Councillor Williamson had passed on advice from County Highways about remedial work on the Bay Gateway, scheduled to commence on Wednesday, 9th January 2019 for around 2 weeks. **ACTION:** The Clerk to post an alert about this on the website.

6 WILSON'S ENDOWED CE SCHOOL – CHRISTIAN VISION STATEMENT

The Chair introduced a statement supplied by the Headteacher, Mrs Jo Williams which set out the School's recently reviewed and adopted Christian vision. **RESOLVED:** That the School's vision be duly noted and that the Headteacher thanked for referring this for the Parish Council's consideration.

7 BUDGET AND PRECEPT 2019/20

The Clerk presented a report updating the budget review report considered on 11th December 2018. Following discussions, it was agreed that the conclusions and recommendations in the

Clerk's report should be approved, the main elements in the recommendations were:

- a) The Precept be set at £8,100, being the same level as 2018/19;
- b) A target level of general reserves of £8,000 should be established;
- c) That released reserve funds in the region of £4,500 plus £5,000 in the Wind Turbine Reserve be earmarked to support initiatives in line with the newly adopted Parish Plan.

RESOLVED: That the recommendations set out in the Clerk's report are approved.

8 PARISH PLAN - UPDATE

The Chair reported comments submitted by the School's Headteacher, Jo Williams about issues that had arisen from responses to the Parish Plan survey. The Chair reported comments submitted by the School's Headteacher, Jo Williams about issues that had arisen from responses to the Parish Plan survey. Specifically, Mrs Williams assured the Council that everything is done to encourage good parking practices by parents and visitors to the school but whether this is actually followed is beyond the school's control; any resident concerned about the parking of a particular vehicle should contact the school or telephone 101. With regard to the school's Admissions Policy, priority is always given to those living closest to the school and pupils denied places have always come from some distance away. Any expansion of the school must meet government criteria with regard to class size. The School has assessed replacing the playground bins with closed ones but budget restraints have prevented this for the time being. The Chair has replied to the Headteacher confirming that the Council is committed to working with the School where possible to try and help with any of these matters."

The Chair provided a brief resumé of discussions so far about proposed actions to take forward the Parish Plan, the top priority being traffic and road safety. Following discussion of a number of options it was **AGREED:**

- That a provision of £2,000 be made in the Parish Plan budget for the purchase of an additional Speed Indication Device (SpID);
- That the possibility of obtaining sponsorship for the SpIDs be investigated;
- That an officer from County Highways be invited to meet with the Chair to discuss proposals to install 'pedestrian gates' at the four road entrances to the village; and
- That options (including joint arrangements with other Parishes) for purchasing a speed-gun for use in Community Road Watch exercises be investigated further.

Bus Shelter: The Chair raised the question of whether the bus shelter adjacent to the Village Hall on Nether Kellet Road should be refurbished. **AGREED:** That Councillor Atkins ask the Lengthsman to inspect the shelter and make suggestions for its refurbishment. Also that the Clerk contact Stagecoach to request the provision of timetable information at the shelter.

The Dub: The Clerk advised that he had contacted the relevant officer at the Lancashire Wildlife Trust and it had been agreed to arrange a site meeting in late March or early April 2019.

9 PARISH COUNCIL ELECTIONS – MAY 2019

The Clerk reported on the timetable and arrangements for the forthcoming City and Parish Council elections on 2nd May 2019. The first stage, the availability of nomination forms is expected in early March 2019. It was noted that the final meeting of the current Parish Council would take place on Tuesday, 9th April 2019. **ACTION:** The Clerk to draft an article for inclusion in OK View referring to the timetable and seeking to generate interest in standing as a Parish Councillor.

The Chair announced a proposal to co-opt Over Kellet resident Jean Metcalfe as a member of the Parish Council. **RESOLVED:** The Chair proposed that Jean Metcalfe be appointed as a co-opted member of the Parish Council. The proposal was seconded by Councillor Atkins and carried unanimously.

10 PARISH ANNUAL MEETING – MAY 2019

The Chair sought views on whether to hold an Annual Parish Meeting along the same lines as those in recent years. Following discussion, it was **AGREED** that an annual meeting should be held, the provisional date for the meeting being Tuesday, 14th May 2019. **ACTION:** The Clerk to publicise the Annual Meeting and issue invitations during March 2019.

11 NEW PLANNING CONSULTATIONS:

The following planning applications were considered. It was resolved to comment only on those cases where indicated:

Application No:	Description
18/01652/FUL	Construction of a hip to gable extension and dormer extension to the rear elevation. 10 Greenways, Over Kellet.

12 PLANNING APPLICATION DECISIONS UPDATE:

The Clerk presented an update on planning decisions, which was noted.

13 PAYMENT OF ACCOUNTS:

Payee & Detail	£
Mr Derek Whiteway – Parish Clerk salary and expenses, Dec 2018	139.69
HMRC – PAYE deductions for Dec 2018	35.00
Village Hall Committee – hire of hall, 11/12/18	14.00
Bay Typesetters – printing of Parish Plan booklets	200.00
Tech-Hub – 12 months G-Suite licence	48.00
Cllr R Lauder – reimbursement for engraving of Win Pavelyn Trophy	9.00
Cllr G Agnew – reimbursement for purchase of panorama sign	30.36

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

14 DATE & TIME OF NEXT MEETING:

The next meeting of the Parish Council will be held on Tuesday, 12th February 2019, commencing at 7.15pm at the Over Kellet Village Hall.

The meeting closed at 9.15pm

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Clerk of the Council

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Chair

Date: