

**Parish Council Meeting to be held on Tuesday 9th April 2019
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 12th March 2019** (attached to the agenda)
3. To receive **declarations of interest.**
4. 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 the last meeting
- c. Members updates and reports since the last meeting, including:

1) LALC	2) Quarries	3) Village Hall
4) B4RN	5) Lengthsman	6) Other matters

- d. Report of District and County Councillors

5. **Over Kellet View.** To consider a request for continued financial assistance, as per the attached letter.
6. **Parish Plan.** To receive an update on measures taken to implement the Parish Plan.
7. **Annual Meeting 2019.** To determine arrangements for the Annual Meeting on Tuesday, 14th May 2019
8. To consider and comment on new **planning applications** received since the last meeting, as set out below (details previously circulated):

Application No:	Description
None Received	

9. To receive an update on **planning authority decisions** on previously considered applications (report attached).
10. **Financial Update 2018/19.** Parish Clerk to report
11. To authorise payment of the following **accounts:**

Payee & Detail	£
Village Hall Committee – hire of hall, 12/03/19 (£14.00) and Bus Shelter site rental 2019/20 (£10)	24.00
LALC – Subscription 2019/20	174.69
Over Kellet View – Contribution 2019/20	350.00

Lancashire Best Kept Village Competition – Entry Fee	20.00
Derek Whiteway, Parish Clerk Salary and Expenses, March 2019	151.04
HMRC – PAYE March 2019	35.00
Councillor Agnew – Materials for information panel at Bay Croft (£40.03) and Emergency Plan equipment (£34.06)	74.09
Councillor Lauder – reimbursement re gift to Cllr Fowler	44.34

12. To consider **date and time of next meeting**.

Derek Whiteway

Derek Whiteway
Parish Clerk
2nd April 2019

Tel: 07805 260976

Email: clerk@overkelletpc.org

PARISH OF OVER KELLET

Draft Minutes of the Meeting of the Parish Council held at the Over Kellet Village Hall on Tuesday 12th March 2019 at 7.15pm.

Present: Councillor Mr N Ward - Chair
Councillor Mr G Agnew
Councillor Mr S Atkins
Councillor Mr M May
Councillor Miss J Metcalfe
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 Councillor Mrs R Lauder and from County Councillor Mrs P Williamson

2 MINUTES:

It was **RESOLVED** that, subject to one minor amendment, the Minutes of the meeting held on **Tuesday, 12th February 2019** be approved and signed.

Matters Arising:

Min 2(3(2(4(8)) Panorama Sign for Bay Croft. Councillor Agnew reported that the Panorama Sign for Bay Croft has now been completed and installed.

Min 2(3(2(5)) A Plaque for Goosegate. A response from the Conservation Team is still awaited.

Action: Clerk to pursue.

Min 2(3(9) Freedom of Information Requests. No further information yet provided by the City Council. **Action:** Clerk to review the position and approach.

Min 2(5(8)) Damaged bench: The Lengthsman had carried out repairs to the damaged bench, which was due to be returned later in the week.

Min 4(1) Drainpipe emptying onto footpath at Kirklands. The Parish Clerk has still to contact the resident concerned.

Min 7 Planning Stage 3 Pre-Application Meeting: The Chair reported that he had attended the meeting on 8th March to consider proposals to develop land adjacent to the A601(M). He advised that following planning permission being granted to build a Porsche Garage on the site, the developers wished to add 5 industrial units. It was claimed that the development would boost employment, creating 200+ jobs.

The Chair had expressed the concerns set out in the minutes, covering traffic, access, pedestrian safety and ecological impacts. These had been echoed by other participants at the meeting. The developers had referred to a desire for the site to present a visible "This is Carnforth" message to passing traffic; the Chair pointed out that the land was actually in Over Kellet and that the Parish would prefer the site to be shielded from open view. The meeting Chairman, Mark Cassidy (City Council) had summed up the issues that needed to be addressed in any forthcoming plans as being: access; travel plan; visibility; hedgerow retention and drainage. It was agreed to continue to monitor any further developments. For future reference, City Councillor Mace suggested that consideration should be given to the proposed 'density' of the development compared with the existing industrial site to the west of the M6.

The Chair reported that, some time during the week of the meeting, work had been carried out

along the A601(M) resulting in the hedgerow along the site in question being drastically cut back and covered with netting. He had reported this to Mark Cassidy, who had responded to say that the matter would be investigated. Following a discussion about this action, it was agreed **Action:** that the Clerk should liaise with the City Council on this matter and, if appropriate, lodge a complaint with the appropriate agency if it appears that unauthorised hedge cutting has occurred during the 1st March to 1st September moratorium.

The Meeting expressed its thanks to the Chair for his work on this issue.

3 DECLARATIONS OF INTEREST:

Councillor May expressed a potential interest, by virtue of his home address, in respect of any discussions regarding the Lancaster Local Plan.

4 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:

REPORTS FROM MEMBERS OF THE PUBLIC:

- (1) The status of a makeshift parking area in the field at Bay Croft, adjacent to 1 Longton Cottages was queried. This has been created by a layer of hardcore being put down over a previously grassy area and it was felt that planning permission for a change of use should be required. It was noted that a planning application in 2018 to create a hardstanding area for parking a vehicle had been withdrawn. **Action:** Clerk to query the position with the City Council Planning Office.
- (2) It was reported that the post box embedded in the roadside wall towards the top of the village on the Kirkby Lonsdale Road had been blocked off. It was thought that this action was probably due to the dilapidated and unsafe condition of the wall at that point. **Action:** Clerk to report the unsafe wall to County Highways.

CLERK'S REPORT:

- (3) **Parish Council Website.** Content is to be added soon covering Police crime alerts and their online 'In The Know' service, and Trading Standards alerts.
- (4) **Consultation invitations:**
 - a) **Lancaster City Council – Air Quality Action Plan.** It was agreed not to participate in this consultation.
 - b) **Lancashire County Council – Household Waste Recycling Centres.** **Action:** Clerk to send a response from the Parish Council supporting the continued opening of the Keer Bridge HWRC and the proposals in general. Also to advertise the consultation on the Parish Council website.
 - c) **Lancashire County Council – Mobile Library Services (public consultation).** **Action:** Clerk to advertise the consultation on the Parish Council website.
- (5) **Lancashire Best Kept Village Competition.** Following discussion, it was agreed **Action:** that Councillors individually consider the invitation and whether they would wish to coordinate an entry to the competition.

MEMBERS' REPORTS:

- (6) **LALC.** Nothing to report.
- (7) **Quarries:** The Chair submitted a written report (now included in the published Agenda

Pack) following the biannual liaison meeting held on 12th March 2019.

There had been no complaints since the last Parish Council meeting.

The report was accepted.

(8) **Village Hall.** Nothing to report.

(9) **B4RN:** The Chair reported that work was continuing at Winder Garth, the next working party being scheduled for 13th April.

(10) **Lengthsman:** The Chair reported that the Lengthsman had recently been working to clear debris under the now trimmed hedges along the B6254 footpath to Carnforth.

Action: Councillor Atkins to speak to the Lengthsman about any need for direction from the Parish Council.

A parishioner reported that a beech hedge bordering footpath number 10, between Top Green and Greenways, was in need of trimming. **Action:** Clerk to write to the owner of the property containing the hedge in question asking that it be trimmed.

CITY AND COUNTY COUNCILLORS' REPORTS:

(11) No reports submitted.

5 PARISH PLAN – UPDATE

Pedestrian Gates: The Chair reported on progress regarding the possible installation of small 'pedestrian' gates on the grass verge at each of the vehicular entrances to the Village. The City Council had advised that, subject to a size threshold and conditions regarding the design and lettering of any signs, planning permission would not be required. The Chair circulated 'mock-up' photos produced by Councillor Agnew, showing the gates in approximate situ. It was agreed that the next step must be to write formally to County Highways and to relevant landowners about the proposals. The need for a robust risk assessment and clarity over liability issues and insurance cover were also highlighted. **Action:** The Chair and Councillor Agnew to walk the sites, check the planned locations and add them to a formal plan document.

Speed Indication Device (SpID): Nothing further to report. **Action:** Clerk to provide quotations/cost estimates for the acquisition of an additional device.

Village Hall Bus Shelter: Nothing further to report. **Action:** Clerk to contact Lancashire County Council about possible replacement of the shelter. Also to ask the County Council about the provision of a timetable for the shelter.

6 CINE NORTH

The Chair reported that, following the success of Cine North at Carnforth, it had been suggested to hold a trial event at Over Kellet. The equipment would be on loan from Carnforth Town Council and the rental charge for the film was £120. The Parish Council would need to underwrite the event. Following discussions, it was agreed to try and plan a trial viewing at Over Kellet Village Hall during the week after Easter with tea and coffee provided but no other refreshments. At a proposed charge of £3.00 per head, this would give a break-even audience of 40. **Action:** Once arrangements had been finalised an advert be produced for inclusion in the April issue of OK View, promoting the event along the lines set out above.

7 NEW PLANNING CONSULTATIONS:

The following planning applications were considered. It was resolved not to comment on these cases.

Application No:	Description
19/00153/FUL	Resurfacing of existing hardstanding and erection of steel railings and gates. Capernwray Hall, Borwick Road, Capernwray.
19/0040/TCA	Fell 2 x Birch Trees. Plough House, The Green, Over Kellet.

Local Plan Inspection. The Chair reported that the City Council’s Local Plan was due to be formally inspected in April, with local hearing sessions being held from 9th to 11th April. The Parish Council had submitted a formal representation on the Local Plan in May 2018 and had requested the right to attend two of the hearing sessions, the first relating to the Parish’s status as a sustainable settlement in the settlement hierarchy (opposed), and the second regarding a policy including Over Kellet Craggs as a green space (supported).

Final confirmation of the right to attend was still awaited. Following discussion, it was agreed **Action:** that a Councillor should attend the sessions if possible.

8 PLANNING APPLICATION DECISIONS UPDATE:

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

As an update, it was reported that application 19/00045/OUT had recently been refused by the City Council.

9 PAYMENT OF ACCOUNTS:

Payee & Detail	£
Village Hall Committee – hire of hall, 12/02/19	14.00
Derek Whiteway, Parish Clerk Salary and Expenses, Jan-Feb 2019	269.35
HMRC – PAYE Jan-Feb 2019	65.00
LALC – Subscription 2018/19	135.33

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

10 DATE & TIME OF NEXT MEETING:

The next meeting of the Parish Council will be held on Tuesday, 9th April 2019, commencing at 7.15pm at the Over Kellet Village Hall.

..... Clerk of the Council

..... Chair Date:

Agenda Item: 5

THE OVER KELLET VIEW

Editors: Peter Clinch, Paul Budd

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1 April 2019

Mr Derek Whiteway
Clerk to Over Kellet Parish Council

Dear Derek,

The Over Kellet View 2019/20

As you are aware the Board of Management met on 9th July 2018 to review the past year and consider the next one.

It is not the purpose of the Over Kellet View to maintain a significant balance in its accounts, especially when some of the support comes from public funds. We plan, therefore, to manage a decrease in our balance over future years. With this in mind we discussed the contribution for the year 2019/20 from Over Kellet Parish Council as £350, this was a decrease on the previous year of £150.

For the year ending 31st March 2019 the overall loss was £354 leaving a balance of £1958.44 in the accounts.

Our printer has held his prices once again and given free colour covers if the content exceeded a certain number of pages. He offers very good value and produces a good quality magazine.

I am writing to remind you of the decision made at the board of management meeting for the Parish Council to donate £350 to the OK View for this year.

We would be grateful if you would place this on the agenda for discussion at your next meeting and we hope you will be able to honour this agreement.

Our financial year runs from the 1st April to the 31st March so the donation can be paid as soon as is convenient.

Many thanks

L.P. Gee

Lesley Gee
Treasurer

cc. Mr N Ward, Chairman

Agenda Item: 9

Planning Application Comments & Decisions

Update for March/April 2019

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
18/00983/FUL - Erection of caravan reception/office building with warden accommodation with associated car parking. Old Hall Caravan Park, Capernwray Road, Capernwray.	No comments submitted	Awaiting Decision
18/01207/FUL - Full 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.	Consultation response submitted commenting on the need to protect the public right of way.	Awaiting Decision
19/00045/OUT - Outline application for the erection of an agricultural workers dwelling with associated access - Field 9759 Netherbeck, Carnforth LA6 1AA	Comments submitted relating to the nature of the applicant's business and the proposed location of the workers' dwelling.	Decided - Refused
19/00087/FUL - Erection of an agricultural livestock and storage building, creation of an area of hardstanding - Field 9759 Netherbeck, Carnforth LA6 1AA		Application Withdrawn
19/00153/FUL - Resurfacing of existing hardstanding and erection of steel railings and gates. Capernwray Hall, Borwick Road, Capernwray.	None submitted.	Awaiting Decision
19/0040/TCA - Fell 2 x Birch Trees. Plough House, The Green, Over Kellet.	None submitted	Awaiting Decision