

PARISH OF OVER KELLET

**Draft Minutes of the Meeting of the Parish Council held at the
Over Kellet Village Hall on Tuesday 9th April 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
Councillor Miss J Metcalfe
City Councillor Mr R Mace
County Councillor Mrs P Williamson
Mr D Whiteway (Parish Clerk)
Mr M Ashton (Lengthsman)

In attendance: Eleven members of the public

19/1 APOLOGIES FOR ABSENCE:

No apologies had been received.

19/2 MINUTES:

It was **RESOLVED** that the Minutes of the meeting held on **Tuesday, 12th March 2019** be approved and signed without further amendment.

Matters Arising:

- a) **Min 2(2(3(2(5))) A Plaque for Goosegate.** A positive and helpful response had been received from the City Council's Conservation Team and wording for the plaque had been agreed. **Action:** Cllr May to seek quotations for the production of the plaque.
- b) **Min 2(2(3(9))) Freedom of Information Requests.** It was agreed that this should be shelved for the time being and activity on the site monitored.
- c) **Min 2(5(8)) Damaged bench:** The Lengthsman had reinstalled the repaired bench and was thanked for his work .
- d) **Min 2(4(1)) Drainpipe emptying onto footpath at Kirklands.** The Parish Clerk had made contact with the residents and had been assured that efforts were being made to resolve the problem.
- e) **Min 2(7) Planning Stage 3 Pre-Application Meeting:** The Chair had received a response from the City Council Planning case officer following an investigation into the decimation and netting of the hedgerow along the A601(M). The conclusion was that the work, undertaken in connection with the approved Porsche Garage application, had been justified, but that a replacement planting programme would be expected in due course. The Clerk reported that he had received a call on the matter from the Wildlife Trust, who had received a number of complaints.
- f) **Min 4(1) Makeshift parking area, Bay Croft.** The Clerk had lodged a complaint with the City Council's Development Management team and was awaiting a response.
- g) **Min 4(2) Collapsed wall and sealed post box, Kirkby Lonsdale Road.** The Clerk had reported concerns over the condition of the wall to County Highways, who had assessed the status as "... does not meet the required levels for work at this time". The City Council's Building Control service was aware of the issue and had asked for the

wall to be removed. **Action:** The Clerk to contact Royal Mail asking for a resolution to the closed letter box.

- h) **Min 4(4(b)) Consultation on Household Waste Recycling Centres.** The Clerk had submitted a consultation response to the County Council.
- i) **Min 4(5) Lancashire Best Kept Village Competition.** Cllr Metcalfe had submitted the Parish's entry, which had been accepted. Judging will take place between 8th June and 21st July 2019. **Action:** Cllr Metcalfe to develop a plan of action in preparation for the competition.
- j) **Min 4(10) Beech Hedge on Footpath from Top Green to Greenways.** The Clerk reported that he was liaising with the owners of no 44 Greenways to establish ownership of the hedge. **Action:** In the meantime, the Lengthsman would continue to trim the hedge.
- k) **Min 6 Cine North.** **Agreed:** That arrangements to stage an initial viewing would be deferred for consideration by the new Council following the May election.
- l) **Min 7 Local Plan Inspection.** **Action:** Cllr Metcalfe will attend the hearing on 24th April 2019 to represent the Parish Council.

19/3 **DECLARATIONS OF INTEREST:**

No declarations were made.

19/4 **ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES: REPORTS FROM MEMBERS OF THE PUBLIC:**

- (1) A resident reported that, following his reporting of a number of potholes locally, the Highways service had effected repairs very promptly to all but one of them.

CLERK'S REPORT:

- (2) **Election, May 2nd 2019.** Four existing Councillors had been nominated for election and had been duly elected. A poll would not therefore be required and this left 3 vacancies which could be filled by co-option following establishment of the new Council.
- (3) **Eagle's Head Car Park.** An email had been received from a resident expressing concern that a recent move to use the forecourt of the Eagle's Head for car parking created a traffic safety hazard. **Action:** Clerk to send a note to the pub's owners asking if any measures can be taken to reduce any resulting risks.

MEMBERS' REPORTS:

- (4) **LALC.** Nothing to report.
- (5) **Quarries:** There had been no complaints since the last Parish Council meeting.
- (6) **Village Hall.** Nothing to report.
- (7) **B4RN:** The Chair reported that work was continuing at Winder Garth and due to be completed soon. The next working party was scheduled for 13th and 14th April.
- (8) **Lengthsman:** The Lengthsman gave a verbal update on recent work, including grass cutting and weed spraying around the village. He had also recently cleared debris under the now more closely trimmed hedges along the B6254 footpath to Carnforth. The Lengthsman suggested that the village pump needed renovation and it was **Agreed** he should attend to this task.

Arrangements for a Village Tidy Day were discussed, and the Lengthsman suggested that he was on top of things at the moment. It was **Agreed** that Cllr Metcalfe should discuss any arrangements with the Lengthsman in the context of preparations for the Best Kept Village Competition and prepare an article for inclusion on OK View.

The Clerk reported that arrangements were made for Community Payback to begin painting the village's kissing gates on 30th April 2019. This would entail the closure of some stretches of the respective footpaths during the work. **Action:** The Clerk to publicise and prepare a notice for inclusion in the May issue of OK View.

CITY AND COUNTY COUNCILLORS' REPORTS:

- (9) County Councillor Williamson reported that the County Council was continuing to work on balancing its budget. She had been pleased to hear reports of successful work following residents' use of the 'Report-It' system.
- (10) City Councillor Mace had nothing to report. This was Cllr Mace's last meeting as the Ward's City Councillor. In recognition of his valuable contributions over many years, the Chairman presented Cllr Mace with a card signed by the Members of the Parish Council expressing their sincere thanks and best wishes for the future.

19/5 OVER KELLET VIEW – REQUEST FOR FINANCIAL ASSISTANCE

The Clerk introduced a letter received from the OK View editorial board requesting a £350 contribution from the Parish Council, this being a reduction on the £500 contribution made in recent years, **Agreed:** That a payment of £350 to the OK View be approved and the Editorial Board be thanked for continuing to produce such a quality and value for money service to the community.

19/6 PARISH PLAN – UPDATE

Pedestrian Gates: The Chair and Cllr Agnew had surveyed the proposed locations for the gates. The inclusion of signs on the reverse of the gates, thanking motorists for driving carefully, was discussed. It was agreed that this should be deferred until after the gates had been installed. **Action:** The Clerk to liaise with the Lengthsman over the procurement and installation of the gates. The Clerk also to liaise with the City Council, County Highways and relevant landowners to ensure all legalities are covered.

Village Hall Bus Shelter: The County Council had recently supplied and fitted a timetable to the shelter. Regarding the potential replacement of the shelter, the County Council had indicated that it was unable to help with funding. LALC had suggested approaching the County Council Parish Champion and/or The Duchy with a request for grant funding. **Action:** The Clerk to contact the Parish Champion in the first instance. Also the Clerk to liaise with the Lengthsman regarding the design and potential cost of a new shelter.

The Dub: Cllr May was making arrangements to meet with the ponds officer from the Lancashire Wildlife Trust. It was suggested that Cllr Agnew and the Lengthsman might usefully attend if able. **Action:** Cllr May to report back on outcomes from the meeting and produce an article for the next OK View.

Speed Indication Device (SpID): The Clerk had received some quotations for a new SpID and was seeking others. One product was currently standing out in terms of features and cost, this being a SpID currently used by Warton PC. **Action:** The Clerk to consult the Warton PC Clerk on the SpID in use and report back with a report on quotations received and a full options analysis.

Financial Position: The Clerk reported that, following the 31st March 2019 closure of accounts, it was likely that financial support for the Parish Plan could be increased to around £10,200, including monies held in the Wind Turbine Reserve.

19/7 ANNUAL MEETING 2019

The Annual Meeting is scheduled for Tuesday, 14th May 2019. The schedule would comprise a short Annual Council Meeting followed by an Annual Assembly. The Clerk reported that 16 organisations had been identified to invite to contribute. So far, 8 positive responses and 1 apology had been received. **Action:** The Clerk to continue to canvass organisations to contribute, and develop an advert for publication in the May issue of OK View.

19/8 NEW PLANNING CONSULTATIONS:

The following planning application was considered. It was resolved not to comment on this case.

Application No:	Description
19/00392/AD	Agricultural determination for the erection of an agricultural storage building. Field north of Lords Lot House, Borwick Road, Capernwray.

19/9 PLANNING APPLICATION DECISIONS UPDATE:

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

19/10 FINANCIAL UPDATE:

The Clerk presented an update on the financial outturn at 31st March 2019 and a summary of the resulting balances in each of the funds and reserves maintained. The Clerk will present formal statements and any resulting recommendations to a future meeting of the Council.

The report was noted.

19/11 PAYMENT OF 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

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

19/12 DATE & TIME OF NEXT MEETING:

The next meeting, and Annual Meeting of the Parish Council will be held on Tuesday, 14th May 2019, commencing at 7.15pm at the Over Kellet Village Hall.

..... Clerk of the Council

..... Chair Date:

DRAFT