

**PARISH OF OVER KELLET**  
**Draft Minutes of the Annual Meeting of the Parish Council held at the**  
**Over Kellet Village Hall on Tuesday 14<sup>th</sup> May 2019 at 7.15pm.**

**Present:** Councillor Mr N Ward – Outgoing Chair  
Councillor Mr G Agnew – Incoming Chair  
Councillor Mr S Atkins  
Councillor Mr M May  
Councillor Miss J Metcalfe  
City Councillor Michael Mumford  
County Councillor Phillippa Williamson  
Mr D Whiteway (incoming Clerk)

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

**19/13 APOLOGIES FOR ABSENCE:**

No apologies were received

**19/14 MINUTES:**

It was **RESOLVED** that the Minutes of the last Annual Meeting, held on **Tuesday 15<sup>th</sup> May 2018** be approved and signed.

**19/15 ELECTION OF CHAIR:**

Councillor May proposed Councillor Agnew as Chair. The proposal was seconded by Councillor Metcalfe and carried unanimously.

Councillor Agnew then took the Chair, expressing his and the Parish's sincere thanks to the retiring Chairman, Councillor Ward for his years of service to the community. Councillor Agnew stated that the parish had remained essentially the same over his 36 years as a resident and that, as Chairman, he would endeavour to deliver the Parish's wishes.

**19/16 ELECTION OF DEPUTY CHAIR:**

Councillor May proposed Councillor Atkins as Vice-Chair. The proposal was seconded by Councillor Metcalfe and carried unanimously.

**19/17 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR:**

Councillor Agnew signed the declaration.

**19/18 DECLARATIONS OF INTEREST:**

No changes to Councillors' declarations of interest were reported.

**19/19 ELECTION OF OFFICERS AND REPRESENTATIVES ON OUTSIDE BODIES AND GROUPS:**

The following appointments and group memberships were proposed and agreed without opposition:

|  |  |
|--|--|
| a) Trustees of Thomas Withers Charity        | Mrs P A Lawson (Chairman), Mrs M Mosey, Mr J M Briggs, Councillor Mr G Agnew |
| b) Lancashire Association of Local Councils  | Councillor Mr G Agnew  |
| c) Quarry Liaison Committee                  | Councillor Mr G Agnew  |
| d) Village Hall Committee                    | Councillor Mr S Atkins   |
| e) Lengthsman Liaison and Village Tidy Group | Councillor Miss J Metcalfe   |
| f) Twinning Association                      | Councillor Miss J Metcalfe   |
| g) Allotments Association                    | Councillor Mr S Atkins   |
| h) Emergency Planning Group                  | Councillors Mr G Agnew and Mr M May  |

**19/20 CHAIR'S REPORT:**

Councillor Mr N Ward presented his annual report for 2018/19, a copy of which is appended to these minutes.

**19/21 MINUTES OF THE MEETING HELD ON TUESDAY 12TH MARCH 2019**

It was **RESOLVED** that the Minutes of the last Meeting of the Parish Council, held on **Tuesday 9<sup>th</sup> April 2019** be approved and signed.

**Matters Arising:**

- a) **Min 19/2(f) Makeshift parking area, Bay Croft adj 1 Longtons Cottages.** The City Council's Planning Enforcement Team are looking into this and have asked for further information to assist with their enquiries.
- b) **Min 19/2(g) Collapsed wall and sealed post box, Kirkby Lonsdale Road.** The Royal Mail are seeking authorisation to remove this postbox from the wall on the grounds of safety to their customers and employees, and intend to replace the box with a similar sized pedestal box. A position at Winder Garth has been identified, however a they advise that positioning a new box can take several months to complete.
- c) **Min 19/2(j) Beech hedge on footpath 10 near Greenways.** The owners of no 44 Greenways have now replied acknowledging that the hedge is on their land and they will ensure it is maintained appropriately.
- d) **Min 19/2(l) LCC Local Plan Inspection.** Cllr Metcalfe attended the Inspection Hearing and expressed the Council's views regarding the Parish being identified as a 'sustainable settlement'. The Inspector was planning to visit the Parish on 8<sup>th</sup> May and the outcome of this visit is awaited.
- e) **Min 19/4(2) Parish Council Election.** The election on 2nd May resulted in your 4 Councillors being appointed. The Parish Council now has 35 days to co-opt to the 3 vacant seats, which will need to be confirmed at the next meeting on 11th June 2019.
- f) **Min 19/4(3) Eagle's Head Car Parking.** **Action:** The meeting confirmed that the Clerk should contact the pub owners about the safety concerns raised over parking arrangements in front of the pub.

**19/22 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:  
REPORTS FROM MEMBERS OF THE PUBLIC:**

- (1) No reports were made.

**CLERK'S REPORT:**

- (2) **Painting of the Kissing Gates.** The Community Payback service is due to start painting of the kissing gates on Thursday, 16th May 2019. Some stretches of footpath will be closed at various times as the paint dries. **Action:** The Clerk is to inform the Lengthsman and the School Head Teacher.
- (3) **Parish Council's Mower.** The Lengthsman had moved the Parish Council's mower into storage at the Village Hall, under new arrangements. **Action:** It was agreed that the Clerk should write to express thanks to the Galloway family, who have allowed the Council to store the mower at their property for the last 5-6 years.

**MEMBERS' REPORTS:**

- (4) **LALC.** Nothing to report.
- (5) **Quarries:** Nothing to report.
- (6) **Village Hall.** Nothing to report.
- (7) **B4RN:** Activities were being covered in the Parish Assembly, following this meeting.
- (8) **Lengthsman:** With an eye on the Best Kept Village judging, which commences on 8<sup>th</sup> June, Councillor Metcalfe was arranging a first Village Tidy working party on Saturday, 18<sup>th</sup> May, with the support of the Lengthsman. She reported that the village was already looking very tidy.

**CITY AND COUNTY COUNCILLORS' REPORTS:**

- (9) Newly elected City Councillor Michael Mumford was introduced and welcomed to the Parish Council.
- (10) County Councillor Williamson reported the following:

**Budget:** The County Council had successfully balanced its budget to 2022/23.

**Transport:** The Bus Service through the village had been secured. Electric car-charging points are due to be installed in Carnforth in the near future. It has been confirmed that obsolete digital display equipment attached to the Village Hall bus shelter can be removed if the shelter is replaced.

**Highways:** Following resurfacing of the A6 near Tesco in Carnforth in 2018, Cllr Williamson's priority is to seek resurfacing of Kellet Road exiting Carnforth.

**Libraries:** Libraries at Silverdale and Carnforth are to continue. The County Council is carrying out a review of the mobile library service throughout the County.

**Rail:** Plans were progressing for the Carnforth ticket office to be managed by a community group.

**Waste:** The HWRC at Keer Bridge is to remain open on reduced hours, 5 days per week, including Bank Holidays.

**19/23 PARISH PLAN – UPDATE**

- (1) **Village Gateways**  
The Clerk has written to County Highways informing them of the Council's objectives in installing a low pedestrian gate at each of the four road entrances to the village. The County has been asked for views and whether they have any objections to the

proposals. The Clerk has also had a preliminary discussion with The Lengthsman about sourcing/constructing and installing the gates.

(2) **Village Hall Bus Shelter**

It has been confirmed that a new shelter would be eligible for grant funding via the County Council's Parish Champion. The Clerk has made initial contact with the Lengthsman about devising a design and firmer estimate for a new shelter.

(3) **Meeting with The Wildlife Trust re The Dub**

Councillor May reported verbally on a recent meeting with Steve Ryder from the Wildlife Trust about potential improvements to The Dub. Councillor May also presented a short drone-filmed video of the locality at the start of the Parish Assembly.

(4) **Speed Indication Devices**

The Clerk is preparing a full report and costings on a further purchase for the June meeting.

## 19/24 NEW PLANNING CONSULTATIONS

The following planning applications was considered. It was **RESOLVED** not to comment on any of these applications.

| Application No: | Description  |
|-----------------|--|
| 19/0053/TPO     | Works to various trees. Capernwray Hall, Borwick Road, Capernwray.   |
| 19/00412/FUL    | Demolition of existing rear conservatory and erection of a single storey rear extension. Yew Tree Cottage, Kellet Road, Over Kellet.   |
| 19/00345/CU     | Change of use of mixed-use building comprising a ground floor shop (A1) with associated living accommodation over 2 floors (C3) to a dwelling (C3). The Cottage, The Green, Over Kellet. |
| 19/00483/FUL    | Erection of single storey extensions to the front, side and rear elevations. 2 Kirklands Road, Over Kellet.  |
| 19/00520/FUL    | Erection of a two-storey detached dwelling (C3) with associated access and installation of a package treatment plant. Land Adjacent to The Willows, Moor Close Lane, Over Kellet.        |
| 19/00542/AD     | Agricultural determination for the erection of a storage building. Walling UK Group, Kirk House Farm, Main Road, Over Kellet.  |

## 19/25 PAYMENT OF ACCOUNTS

| Payee & Detail  | £      |
|---|--------|
| Village Hall Committee – hire of hall, 09/04/19   | 14.00  |
| BHiB Insurance – renewal premium 2019/20  | 502.65 |
| Derek Whiteway, Parish Clerk's Salary, April 2019   | 143.55 |
| Derek Whiteway, Parish Clerk's Expenses, April 2019 (comprising printing & postage £4.84, stationery £21.96, mileage £7.20 and materials for painting of kissing gates £195.60) | 229.60 |

|   |       |
|---|-------|
| HMRC – PAYE April 2019  | 35.80 |
| Mike Ashton (Lengthsman) – materials for refurbishment of village benches | 64.99 |
| Councillor Lauder – reimbursement re gift to Cllr Ward                    | 79.40 |
| E-On – 2018 Xmas Tree Lights Supply                                       | 5.05  |

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

**19/26 DATE & TIME OF NEXT MEETING:**

The next meeting Of the Parish Council will be held on Tuesday, 11<sup>th</sup> June 2019, commencing at 7.15pm at the Over Kellet Village Hall.

Clerk of the Council

Chair

Date: