

**Parish Council Meeting to be held on Tuesday 10th September 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 Meetings held on Tuesday 9th July 2019 and Thursday, 25th July 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).
 1. Public discussion
 2. Clerk's report on activities and correspondence since the last meeting
 3. Members updates and reports since the last meeting, including:

1) LALC	2) Quarries	3) Village Hall
4) B4RN	5) Lengthsman	6) Other matters
 4. Report of District and County Councillors
5. **Remembrance and Christmas 2019.** To consider arrangements for community events at Remembrance in November and over the 2019 Christmas period.
6. **Wyn Pavelyn Award 2019.** To receive the conclusions and recommendations of the judges.
7. **St Cuthbert's Parochial Church Council.** To consider a letter (attached) from the PCC requesting an ongoing contribution by the Parish Council to grounds maintenance costs.
8. **Over Kellet View.** To consider a letter (attached) from the OK View Board of Management requesting a commitment from the Parish Council to provide financial support of £500 for 2020/21.
9. **Planning pre-application advice.** To consider a proposal that, in the interests of transparency and efficiency, the City Council be requested to routinely publish relevant pre-application advice alongside planning application documents.
10. **Parish Plan.** To receive an update on measures taken to implement the Parish Plan.
11. To consider and comment on new **planning applications** received since the last meeting, as set out below (details previously circulated):

Application No:	Description
19/00595/FUL	<p>Change of use of agricultural land to residential land in association with Green Pastures, erection of a 2 storey front and side extension, erection of a single storey rear extension, creation of a raised terrace area to the side and creation of a new vehicular access. Green Pastures, Capernwray Road, Capernwray.</p> <p>Deadline for comments 9th September 2019 – previous comments re-submitted</p>
19/00746/FUL	<p>Erection of an agricultural building for free range hens with associated landscaping and parking. Lower Addington Farm, Birkland Barrow Road, Nether Kellet.</p> <p>Consultation letter submitted on 22nd August 2019</p>
19/00930/FUL	<p>Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) West Penwyth Kirkby Lonsdale Road Over Kellet</p> <p>Deadline for comments 22nd August 2019 – none submitted</p>
19/01018/LB	<p>Listed building application for re-slating of the roof, replacement of lead flashing, removal of porch to front elevation, removal of render to front elevation and re-pointing with lime mortar and replacement of lead guttering. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.</p> <p>Deadline for comments 31st August 2019 – none submitted</p>
19/01034/CU	<p>Change of use of agricultural/equestrian workers dwelling (C3) to a children's home for up to 3 children (C2). Blackthorne Cottage, Borwick Road, Capernwray.</p> <p>Deadline for comments 19th September 2019</p>
LCC/2019/0044	<p>Creation of a bund. Clear Water Fisheries, Kellet Lane, Over Kellet.</p> <p>Deadline for comments 18th September 2019</p>

12. To receive an update on **planning authority decisions** on previously considered applications (report attached).

13. To authorise payment of the following **accounts**:

Payee & Detail	£
Village Hall Committee – Hire of Hall, 09/07/19	14.00
Derek Whiteway, Parish Clerk Salary and Expenses, Jul-Aug 2019	332.00
HMRC – PAYE Jul-Aug 2019	81.40
St Cuthbert's Parochial Church Council – Contribution to grounds maintenance (see agenda item 6).	tba
Bolton-le-Sands Parish Council – Lengthsman Scheme 2019/20	1,540.00

Payee & Detail	£
Elan City – Evolis Speed Indication Device	2,266.80

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

Derek Whiteway

Derek Whiteway
Parish Clerk
4th September 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 9th July 2019 at 7.15pm.

Present: Councillor Graham Agnew – Chairman
Councillor Stephen Atkins (items 39-45)
Councillor Martin May
Councillor Jean Metcalfe

Derek Whiteway (Parish Clerk)

In attendance: Seventeen members of the public

19/39 APOLOGIES FOR ABSENCE:

Apologies were received from Councillor Derek Johnson, County Councillor Phillippa Williamson and City Councillor Michael Mumford.

19/40 MINUTES OF THE MEETING HELD ON TUESDAY 11th JUNE 2019

It was **RESOLVED** that the Minutes of the last Meeting of the Parish Council, held on **Tuesday 11th June 2019** be approved and signed.

Matters Arising:

- a) **Min 19/28(d) Painting of the Kissing Gates.** Painting of all 7 gates had now been completed and the Clerk had written to the Community Payback team to thank them for their work.
- b) **Min 30(2) Diversion of Public Right of Way, the former Chicken Sheds, Cockle Hill.** The Clerk had sent a consultation response to the County Council, who replied providing assurance that issues of the gradient of the path and the ownership of Maggie Eglin Lane were being considered. Also that the existence of a large soak-away on the proposed path would be notified to the developers.
- c) **Min 19/30(4) Over Kellet District Horticultural Society.** The Clerk has written to the City Council asking whether the Parish Council might be permitted to plant trees on the Church Bank open space. The Clerk advised that the Parish Council had powers to permit a section of the Village Green to grow wild if it so wished. It was questioned and discussed whether doing so might create a hazard to road users.

Action: That further consideration be given to 'wilding' an appropriate section of the Village Green, subject to further advice being sought and an acceptable risk assessment being produced.

- d) **Min 19/30(8) Introduction of 20mph Zones.** The Clerk reported on an email from County Councillor Williamson which set out the current arrangements and processes operated by Lancashire County Council and the Police regarding traffic speed management. This confirmed that the introduction of a 20mph zone was still possible, but only following a detailed assessment of activity/incidents and in the context of other available measures (SpIDs, road-watch, signage, etc). It was noted that a move to introduce local road-watch volunteers appeared to have stalled over the last 6 months. A resident suggested that the Parish might consider purchasing a speed gun to help with traffic management in the parish.

Action: The Clerk to contact the local PCSO to check on the position regarding the proposed road-watch volunteers for the village and investigate the feasibility of further road-watch activity.

19/41 DECLARATIONS OF INTEREST:

No changes to Councillors' declarations of interest were reported.

19/42 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES: REPORTS FROM MEMBERS OF THE PUBLIC:

- (1) **Village Website.** A resident reported that a page on the Village website was out of date and still showing the old membership of the Parish Council.

Action: The Clerk to investigate and arrange for the information to be corrected or removed.

- (2) **Felling of roadside trees.** A resident reported that three mature lime trees on the highways verge on the Capernwray Road adjacent to the Tithe Barn and no 1 Hall Garth Gardens had been felled. The Clerk reported that enquiries had revealed that the work had been ordered by County Highways, the trees had been subject to a Tree Preservation Order and that the City Council had not received any application for the work to be done.

Action: The Clerk to lodge a planning enforcement complaint with the City Council and seek advice on what remedy might be available if the work was judged to be unlawful.

CLERK'S REPORT:

- (3) **Publicity of Quarry Blasting Operations**

The Clerk had received an enquiry from a resident asking whether the scheduling and timing of quarry blasts could be publicised via the Parish Council website and/or OK View. A response from the Quarry Management had advised that arrangements with their blasting contractors meant that timings are only known a week in advance at best and are still subject to late changes. This would rule out OK View as an effective source of publicity. There is the potential for publicising via the website, but its effect would be limited by the number of people actively using the website.

Action: The Clerk to confirm whether the Quarries are willing to share schedules on a weekly basis and if so, arrange for suitable posts to be made on the website. Also, that the existence of these posts be advertised to residents in the September issue of OK View.

MEMBERS' REPORTS:

- (4) **LALC.** Nothing to report.
- (5) **Quarries:** The Chairman and Clerk were following up on arrangements for a representative of Lancashire County Council and possibly Aggregate Industries (AI) to attend a future meeting of the Parish Council.
- (6) **Village Hall.** Nothing reported.
- (7) **B4RN:** Work is ongoing. No detailed arrangements were reported.
- (8) **Lengthsman:** Councillor Metcalfe reported that the Lengthsman had continued to help greatly with work in preparation for the Lancashire Best Kept Village Competition (LBKVC). As we are in the middle of the growing season, and the Lengthsman's busiest period, any 'special' projects would not be a priority at this time.

Action: A resident's offer to produce a photo survey and report into the parish's footpath surface conditions was gratefully accepted.

Councillor Atkins queried whether residents would be happy for the cobbled area at the village well to be treated with weedkiller.

Action: Councillor Metcalfe to ask the Lengthsman to arrange for this area to be treated.

CITY AND COUNTY COUNCILLORS' REPORTS:

- (9) No further reports were received from City Councillor Michael Mumford or County Councillor Phillippa Williamson.

19/43 WIN PAVELYN AWARD 2019

The Clerk advised that arrangements needed to be made regarding the judging and presentation of the Win Pavelyn Award for 2019, for the 'best kept garden' in the parish.

Action: Councillor May volunteered to act as judge for the award, with the assistance of his mother-in-law, the judging to be carried out during July and August and the winner to be invited to the September meeting of the Parish Council to be presented with the trophy.

19/44 PARISH PLAN – UPDATE

(1) **Village Gateways**

No further update since the last meeting.

Action: That the Chairman and Councillor Metcalfe would review the plans and proposals in the light of comments received from County Highways.

(2) **Village Hall Bus Shelter**

Councillor Metcalfe reported that the now redundant passenger information equipment on the bus stop pole had started to emit a buzzing noise. It is understood that the Parish Council has the authority to remove the display equipment and the solar panel power source. The Clerk advised that he was consulting the County Council on the use of this pole as a potential SpID site.

Action: The Clerk to confirm that the Council has authority to remove the redundant equipment and arrange its removal.

(3) **The Dub**

No further update since the last meeting. An assessment of the pond by the Lancashire Wildlife Trust is scheduled to be undertaken in the Autumn once the summer plant growth has receded.

(4) **Speed Indication Devices (SpIDs)**

The Clerk reported that a new SpID was now on order and due to be delivered in the next two weeks. Consultation with County Highways was ongoing in respect of future SpID locations.

(5) **Goosegate Plaque**

Councillor May reported that a response was awaited from the chosen supplier and he would follow this up. Estimated cost of the plaque was currently £400.

19/45 NEW PLANNING CONSULTATIONS

The following planning applications were considered. It was resolved to respond as set out against each individual case.

Application No:	Description
19/00602/FUL	Construction of a canal mooring, creation of an associated car park and alterations to existing access. Kellet Lane Bridge, Kellet Lane, Over Kellet. Resolved: That no comments be submitted.
19/00545/HYB also 19/00769/EIR	Hybrid application comprising a full application for proposed alterations to land levels and associated access, and outline application for up to 8,400sqm of employment floor space (Use Classes B1(c), B2 and B8) with associated access. Land North of Kellet Road, Over Kellet. Resolved: That a response be submitted to the City Council objecting to the proposed development on similar grounds to those for a previous application on this site and specifically referring to <ul style="list-style-type: none">• The development being on land designated as 'countryside area' in the Local Plan;• The availability of suitable alternative sites within the locality;• Traffic and pedestrian safety considerations through increased use of the highway;• Impacts on the landscape, including the provision of adequate screening of the site; and• A failure of the applicant to consult the Parish Council on the proposals.
19/00595/FUL	Erection of a 2 storey front/side extension incorporating a Juliet balcony to the rear, erection of a single storey rear extension, creation of a terraced area to the side and alterations to existing vehicular access. Green Pastures, Capernwray Road, Capernwray. Resolved: That a response be submitted to the City Council objecting on the grounds that the proposal appears to use existing agricultural land as garden/orchard for the extended property.
19/00753/OUT	Outline application for the erection of two dwellings and associated access. Field Adjacent to Woodlands View, Over Kellet. The application was discussed at length, with several residents vigorously opposing the application and raising concerns over the proposed development. No statements were made by residents in favour of the application. Councillors encouraged residents to express their views in personal letters to the City Council and provided advice on the consultation

		<p>process and the rights of individuals to attend and speak at Planning Committee.</p> <div><p>Resolved: That, taking account of the extent and strength of feeling expressed by residents, a response be submitted to the City Council objecting to the proposed development, referring to:</p><ul style="list-style-type: none">• The visual impact of the development and its implications for the heritage of the village;• The loss of existing grazing land;• The long-term detrimental visual effect of planting screening trees;• Traffic and access issues, particularly in relation to the design of the entrance at the head of Woodlands View.</div>
19/00820/FUL	<p>Creation of an access track. Swarthdale Farm Stables, Swarthdale Road, Over Kellet.</p> <div><p>Resolved: That no comments be submitted.</p></div>	
19/0090/TCA	<p>Removal of select Ash branches and removal of dead Cherry tree. Mere Fell, The Green, Over Kellet.</p> <div><p>Resolved: That no comments be submitted.</p></div>	

19/46 UPDATE ON PREVIOUS PLANNING APPLICATIONS

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

19/47 PAYMENT OF ACCOUNTS

Payee & Detail	£
Village Hall Committee – Hire of Hall, 11/06/19	14.00
Derek Whiteway, Parish Clerk Salary and Expenses, June 2019	210.97
HMRC – PAYE June 2019	50.20

Resolved: that the above accounts be paid.

19/48 DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday, 10th September 2019, commencing at 7.15pm at the Over Kellet Village Hall.

Clerk of the Council

Chair

Date:

PARISH OF OVER KELLET
Draft Minutes of the Extraordinary Meeting of the Parish Council held at the
Over Kellet Village Hall on Thursday 25th July 2019 at 7.30pm.

Present: Councillor Graham Agnew – Chairman
Councillor Derek Johnson
Councillor Martin May
Councillor Jean Metcalfe
City Councillor Michael Mumford

In attendance: 32 members of the public

19/49 APOLOGIES FOR ABSENCE:

Apologies received in advance from Councillor Stephen Atkins and Derek Whiteway (Clerk)

19/50 DECLARATIONS OF INTEREST:

No declarations of interest were reported.

19/51 NEW PLANNING CONSULTATIONS

The following planning application was considered.

Application No:	Description
19/00673/OUT	<p>Outline application for the erection of 4 dwellings (C3) and associated access. Land South East of Craggs Hill, Over Kellet.</p> <div><p>Resolved: That, taking account of the extent and strength of feeling expressed by residents, a response be submitted to the City Council objecting to the proposed development, referring to:</p><ul style="list-style-type: none">• The loss of a valued and accessible green space• The ecological impact• The loss of existing grazing land• Inadequate infrastructure e.g. foul drainage• Traffic, access and road safety issues• Inappropriate and unnecessary additional development</div>

Notes from the meeting, taken by Cllr Metcalfe in the absence of the Parish Clerk.

The Chairman welcomed attendees and opened the meeting, stating that this was taking place at the request of residents of Craggs Hill, specifically to discuss the above outline planning application. He invited views to be expressed from all perspectives as this was an open forum.

Cllr May explained that, at this stage, this was an "Outline planning application", which may subsequently be revised. The application also included a flawed Design and Access statement which referred to a barn and Nether Kellet in the summary. Nevertheless, residents had the opportunity to view the outline application and related documents via the Lancaster City Council Planning portal and to submit comments by **13th August 2019** (this had been extended from 5th August due to late notification).

A representative of Craggs Hill residents was then invited to summarise the views expressed at a local meeting held to discuss the application. Only five houses near the proposed site had

received official notification of the application, which was a concern, given that it would have an impact on many neighbours who had not been informed. At the meeting, 100% of Craggs Hill residents were against the proposal and would be writing individually to object. The following issues had been raised;

1. The proposed access to the main road would be via the road to Craggs Hill which is a **private/ unadopted road** which could not cope with any additional traffic. Legal advice is being sought on this and on any existing rights of access to the land.
2. The access to the site, indicated on the plan, is currently a field gate preceded by a strip of land owned by the resident immediately below who has not been consulted.
3. The gateposts at the end of the road (where a road junction for the site is indicated) and the stretch of road before these, are owned by the residents of the neighbouring property, Grange Royd, who have not been consulted and are against the proposal.
4. There are serious concerns about **road safety** with inadequate turning space plus blind exit/entry points to both the site proposed and to/from Kirkby Lonsdale Road.
5. This is an important area of **green space** for the village with footpath access and is used frequently by residents. Residents fear this would be the start of a subsequent larger development, resulting in the entire loss of the Craggs.
6. There were many alternative sites in the village that had already been granted planning permission for residential development so there could be no justification for this additional site, and house type proposed, in relation to meeting local needs.

The Chairman thanked the Craggs Hill group for their input and invited further questions and views from the floor.

Regarding the special status (SSSI) of the Craggs, Cllr May confirmed that only a small part of limestone pavement at the top end of the site was protected.

Pedestrian safety was also raised as an issue as the right of way runs along the road here and this is used by families to access the footpaths going to/from the school or up to the Craggs.

Another concern raised by a Craggs Hill resident related to **foul drainage** as properties in the immediate vicinity have no access to public sewers and must use septic tanks. The application refers to joining the main sewers which are some distance away and at capacity.

Cllr Metcalfe considered that the Council for the Preservation of Rural England (CPRE) might be a useful ally and source of information, especially concerning interpretations of **rural sustainability**. Over Kellet still appeared to be included in the list of "sustainable settlements" proposed in the Lancaster and District Local Plan, despite objections to this having been raised by the Parish Council. If adopted, this would mean that planning applications for residential sites in the village would be viewed favourably and that speculative applications from developers could also be expected in advance.

City Councillor Mumford explained that the Local Plan had not yet been officially adopted, due to a change in council following the local elections. He recommended that residents should comment on this outline application via the City Council's Planning Portal and stated that members of the public are also entitled to apply to speak at the relevant planning committee meeting. He advised that the key issues affecting planning decisions often related to **road safety**, including access for emergency vehicles. Cllr Mumford also agreed to submit a request for the pre-planning response to the initial proposal under Freedom of Information.

A resident raised serious concerns about green spaces being eaten away by the increasing number of small developments being permitted within rural villages. This has a devastating impact on the natural environment with subsequent damage to habitats, species and biodiversity. In relation to the **Ecological Survey** included with the application, this was

limited and insufficient and therefore the results unreliable. It should be undertaken by a more qualified specialist and needs to take place over several days.

Other issues raised by attendees included: the potential negative impact on tourism, given the increasing importance of visitors to the local area's economy; the importance of the Craggs as a local amenity; the responsibility for gritting the private road which is treacherous in icy conditions; the impact of construction vehicles and related activity damaging the site, road and neighbouring properties.

The Chairman then asked for a show of hands which revealed that there were no votes in favour of the development and that everyone else, who voted, objected to it.

Clerk of the Council

Chair

Date:

ST CUTHBERT'S CHURCH, OVER KELLET

Treasurer: H S Dickens, Sycamore House, 131b North Road, Carnforth. LA5 9LU

29 July 2019

Dear Derek

I am writing on behalf of the Parochial Church Council of St Cuthbert's church as we would be very grateful if you would be prepared to continue the annual contribution to assist with the church grounds maintenance costs.

This support is invaluable in enabling us to maintain the churchyard, car park and verges in excellent condition. One of our senior parishioners, who has lived in the village for over 60 years commented to the Vicar yesterday that he had never seen the churchyard so well maintained. This has been achieved by the dedication and hard work of a small band of volunteers whose labours are greatly appreciated by the many visitors to the churchyard each week.

In addition to the annual costs of servicing and repairing our two mowers and strimmer we have had the additional costs this year of removing kerbstones from around over thirty graves. This was done with the approval of the Diocese and has improved the visual appearance of the churchyard, reduced the trip hazard and made cutting the grass much easier.

For the Parish Council to continue their contribution in this way would be very much appreciated as it would help us to maintain the churchyard in a condition which is a credit and asset to our historic and beautiful village.

If the Parish Council feel able to continue their much valued contribution, bank details for St Cuthbert's church are as follows:

Account name:
Sort code:
Account number:

Yours sincerely,

H Sally Dickens

THE OVER KELLET VIEW

Editors: Peter Clinch, Paul Budd

Lesley Gee
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16 July 2019

Mr Derek Whiteway
Over Kellet Parish Council

Dear Derek,

The Over Kellet View 2020/21

The Board of Management for OK View met tonight 16th July 2019 to review the past year and consider the next one. Graham Agnew was in attendance.

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 work on a small deficit each year to manage a decrease in our balance over future years but with this in mind and rising costs it is necessary to maintain a certain level of balance. We discussed the contribution from Over Kellet Parish Council towards the production of the magazine for the year 2020/21 and would ask that you table a donation of £500 for next year.

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.

We would be grateful if you would place this on the agenda for discussion at your next meeting and we look forward to your reply after the meeting.

Our financial year runs from the 1st April to the 31st March so the donation would be due after the 1st April 2020.

Many thanks

L.P. Gee

Lesley Gee
Treasurer

Agenda Item: 12

Planning Application Comments & Decisions

Update for July-Sept 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
19/00636/CU Change of use of land for the siting of 16 static caravans/lodges, creation of an amenity area, alterations to land levels and associated landscaping. McCarthy Caravan Parks, Castle View Caravan Park, Borwick Road.	None submitted	Awaiting Decision
19/00675/VCN Outline application for 15 holiday homes (pursuant to the variation of condition 9 on planning permission 04/00877/OUT to allow ground clearance and investigations to be undertaken in advance of the submission of foul and surface water details). Capernwray Diving Centre, Jackdaw Quarry, Capernwray Road, Capernwray.	None submitted	Application Permitted
19/00690/FUL Change of use of an existing storage building (B8) to a dwelling (C3), excavation of land, construction of bridge to east elevation, erection of detached garage and associated landscaping. Redwell Fisheries, Kirkby Lonsdale Road, Arkholme	None submitted	Application withdrawn
19/00673/OUT Outline application for the erection of 4 dwellings (C3) and associated access. Land South East of Craggs Hill, Over Kellet.	Consultation response submitted objecting to the application.	Awaiting Decision
19/00753/OUT Outline application for the erection of two dwellings and associated access. Field Adjacent to Woodlands View, Over Kellet.	Consultation response submitted objecting to the application.	Application withdrawn

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
19/00545/HYB Hybrid application comprising a full application for proposed alterations to land levels and associated access, and outline application for up to 8,400sqm of employment floor space (Use Classes B1(c), B2 and B8) with associated access. Land North of Kellet Road, Over Kellet.	Consultation response submitted objecting to the application.	Awaiting Decision