

**Parish Council Meeting to be held on Tuesday 8th October 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 10th September 2019**. (attached to the agenda)
3. To receive **declarations of interest**.
4. **Win Pavelyn Award 2019**. To present the award to this year's winners of 'the best kept garden as viewed from a road or path'.
5. To consider and comment on new **planning applications** received since the last meeting, as set out below (details previously circulated):

Application No:	Description
19/01170/FUL	Change of use of agricultural land to agricultural livestock haulage depot, erection of an agricultural livestock and HGV maintenance building and retention of an area of hardstanding. Field At Grid Reference 351950 471570, Netherbeck, Carnforth. Deadline for comments – 11th October 2019
19/01206/PIP	Permission in principle application for the erection of up to 9 dwellings. Land off Nether Kellet Road, Over Kellet. Deadline for comments - 15th October 2019

6. To receive an update on **planning authority decisions** on previously considered applications (report attached).
7. **Remembrance and Christmas 2019**. To confirm arrangements for community events at Remembrance in November and over the 2019 Christmas period.
8. **Parish Plan**. To receive an update on measures taken to implement the Parish Plan.
9. 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

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

Payee & Detail	£
Village Hall Committee – Hire of Hall, 25/07/19 and 10/09/19	28.00
Derek Whiteway, Parish Clerk Salary and Expenses, Jul-Aug 2019	183.63
HMRC – PAYE Jul-Aug 2019	40.60

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

Derek Whiteway

Parish Clerk

3rd October 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 10th September 2019 at 7.15pm.

Present: Councillor Graham Agnew – Chairman
Councillor Stephen Atkins
Councillor Derek Johnson
Councillor Martin May
Councillor Jean Metcalfe
City Councillor Michael Mumford
County Councillor Phillippa Williamson
Derek Whiteway (Parish Clerk)

In attendance: Thirteen members of the public

19/49 APOLOGIES FOR ABSENCE:

There were no apologies for absence.

19/50 MINUTES OF THE MEETINGS HELD ON TUESDAY, 9th JULY 2019 AND ON THURSDAY, 25th JULY 2019.

It was **RESOLVED** that the Minutes of the Meetings of the Parish Council, held on **Tuesday 9th July and Thursday, 25th July 2019** be approved and signed.

Matters Arising:

- (1) **Min 19/40(c) Over Kellet District Horticultural Society.** The Clerk was still awaiting a response from the City Council concerning the planting of trees on the Church Bank open space. If the City Council will permit this, plans are in place to consult Church Bank residents. The proposal from OKDHS to 're-wild' a section of the Village Green was discussed, an area to the rear of the bus shelter having been suggested. It was agreed that this proposal needed to be clarified and carefully considered, especially the ongoing maintenance, feasibility in relation to the grass cutting of surrounding areas and concerns over potential implications to road safety if visibility is impaired.

Action: Action: Cllr Metcalfe to discuss this with the Lengthsman in the first instance and report back.

- (2) **Min 19/40(d) Community Road Watch.** The Clerk had contacted local PCSO Paul Shepherd about the introduction of local Road Watch volunteers. Progress on this had stalled and the Clerk is to take steps to pick this up again with the volunteers and PCSO.

Action: The Clerk to contact the local PCSO to arrange for potential volunteers to join the Road Watch programme.

- (3) **Min 19/42(1) Councillor contact details on Village Website.** The Clerk had contacted the webmaster requesting that the details be updated.
- (4) **Min 19/42(2) Removal of 3 trees, Capernwray Road.** The Clerk had lodged a complaint with the City Council about the removal of the trees and this was being considered. A resident had recently contacted the Clerk to say that, following a personal complaint to the County Council, he had received a response setting out the reasons for the work, also that plans were in place to replace the trees with 3 semi-mature trees of a suitable species.

- (5) **Min 19/42(3) Publicity of Quarry Blasting.** The Clerk had received two notifications from Back Lane Quarry, which had been published on the Parish Council website. An item is to be included in the October issue of OK View advising residents of the services and information included on the website.

Action: The Chairman is to produce a half-page advert for OK View to publicise information and services on the Parish Council website

19/51 **DECLARATIONS OF INTEREST:**

No changes to Councillors' declarations of interest were reported.

19/52 **ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES: REPORTS FROM MEMBERS OF THE PUBLIC:**

- (1) **Nuisance from flies.** Mr and Mrs Hall of Redwell Fisheries attended the meeting to report on a severe nuisance being presented to his and other businesses (Mr Hall indicated that he was also speaking on behalf of the proprietors of the Redwell Inn and Eagles Head Inn). It was believed that the flies were originating from the chicken farm operation at Restarigg. Mr Hall reported that the nuisance from the flies and the stench of manure was seriously affecting his and other businesses. A visit by the City Council's pest control service had not provided any form of resolution. Following discussion, it was agreed that the matter should be taken up by both City Councillor Mumford and the Parish Council.

Action: The Clerk to liaise with City Councillor Mumford in pursuing this matter with the City Council and/or other relevant agencies.

- (2) **Break-ins.** A Capernwray resident reported that his property, and some others in the area had recently been broken into, the chosen means of entry appearing to be via french windows.
- (3) **Cycling hazard, Church Bank.** A resident of Church Bank reported that cyclists, young and old, were exiting the footpath from Greenways onto Church Bank at speed, thereby causing a serious hazard to themselves and other footpath/road users.

Action: Arrangements will be made to re-install appropriate signage to the footpath and the Council asked that the issue and dangers be reported in OK View.

- (4) **Road deposits from quarry vehicles.** A resident reported that ineffective wheel-wash procedures were resulting in vehicles leaving Leaper's View Quarry depositing mud on the A601M slip-road.

Action: The Chairman will raise the matter with Leaper's View Quarry management via his liaison arrangements.

CLERK'S REPORT:

(5) **Mobile and Home Library Services**

The Clerk had received an email via County Councillor Williamson advising of new arrangements to provide mobile and home library services. The salient points of this email are appended to these minutes and posted on the Parish Council website. The mobile library service is at risk of withdrawal if it not used and residents are encouraged to consider the published arrangements.

MEMBERS' REPORTS:

- (6) **LALC.** Nothing to report.
- (7) **Quarries:** There had been no blasts reported over the acceptable limits.

Action: A representative of Lancashire County Council and possibly Aggregate Industries (AI) are to be invited to attend the October meeting of the Parish Council.

- (8) **Village Hall.** Nothing to report. A meeting of the Village Hall Committee is scheduled for 7th October 2019.
- (9) **B4RN:** Work is ongoing, currently concentrating on the fields to the rear of the village.
- (10) **Lengthsman:** Councillor Metcalfe reported that she and the Lengthsman had completed a condition review of the parish's footpaths. This is to be used as the basis for securing improvements, through the County Council and other agencies where necessary.

Councillor Metcalfe reported that, although the village had been very tidy, it had unfortunately not progressed following the initial round of judging stage in the Lancashire Best Kept Village competition.

- (11) **Other Matters:** The Chairman reported that he spoken with the school to help resolve issues with the hedge and overhanging tree on the Kirklands Road footpath, also continuing parking issues on Church Bank.

Action: The Clerk to write to County Highways and the Police seeking views on ways to address inconsiderate parking.

Councillor Metcalfe reported comments received from residents about street lighting and a feeling that some lighting could be reduced in intensity.

Action: The Clerk to report to Councillors the results of the 2018 Parish Plan survey on this issue to inform any consideration of a further review or action.

Councillor Metcalfe commented that no further action had been taken to relocate the closed post box on the Kirkby Lonsdale Road.

Action: The Clerk to contact the Royal Mail to seek an update on replacement of the post box.

CITY AND COUNTY COUNCILLORS' REPORTS:

- (12) City Councillor Michael Mumford reported that the Council was running smoothly politically, with a cross-party Cabinet in place. A stronger Leader had improved dialogue between Councillors and Officers. From a Planning perspective, Councillor Mumford reported that the City's planners were now aware and conscious of the parish's situation regarding housing allocations.
- (13) County Councillor Phillippa Williamson reported that the County Council's financial position was now much more settled than in recent years, with a balanced budget. Securing highways improvements in the area remained a priority for Councillor Williamson.

19/53 REMEMBRANCE AND CHRISTMAS 2019

Remembrance Sunday, 10th November 2019. Following discussion, it was agreed that arrangements should be made for an event along simpler lines than in recent years. Events over the last four years had been special occasions commemorating the period of WW1 and it was now felt appropriate to revert to a simpler wreath-laying ceremony that had taken place prior to 2014. The Chairman reported that the vicar was available to attend and the school would like to be represented.

Action: The Clerk to arrange with County Highways for barriers to be provided to enable a brief road closure for the event.

Christmas Tree and Lights Switch-On. The Chairman reported that an email had been received from the Parochial Church Council's Secretary suggesting that the Christmas Tree switch-on event, together with carol singing involving the school choir, be held at 5.30pm on Sunday, 8th December 2019. The proposals were discussed, with Councillors feeling that it would be inappropriate to expect children to attend so late preceding a school day and, perhaps more importantly, at a time of complete darkness at a relatively busy junction. Following further discussion, it was agreed that arrangements should be made for a simple event, with the tree being erected on Saturday, 7th December and the lights switched on at that time. The tree would be taken down on Saturday, 4th January 2020. Final arrangements are to be confirmed at the October meeting.

Action: The Clerk to advise the PCC of the Parish Council's decision and to write to Aggregate Industries to request the provision of a tree, as in recent years.

19/54 WIN PAVELYN AWARD 2019

Councillor May reported that, following deliberations, it was recommended that this year's award be made to 'Beech Dene' on Craggs Hill, with an honourable mention to next door, 'Culzean'. The judges had found 'Beech Dene's gardens to be especially tidy with beautifully tended lawns and borders.

Resolved: That the 2019 Win Pavelyn Award be made to the owners of 'Beech Dene' on Craggs Hill and they be invited to the next meeting of the Parish Council to receive the award.

19/55 PAROCHIAL CHURCH COUNCIL – REQUEST FOR FINANCIAL SUPPORT 2019/20

Councillors considered a letter from the Over Kellet PCC's Treasurer making a request for financial support, as in previous years, to help with maintenance of the St Cuthbert's Church grounds.

Resolved: That a contribution of £540 be made to the Parochial Church Council to support the maintenance of St Cuthbert's Church grounds for 2019/20.

19/56 OVER KELLET VIEW – REQUEST FOR FINANCIAL SUPPORT 2020/21

Councillors considered a letter from the Over Kellet View's Treasurer making a request for financial support of £500 in 2020/21 to help with production of the magazine.

Resolved: That a contribution of £500 be made following 1st April 2020 to the OK View Management Board to support production of the magazine in the ensuing year.

19/57 PLANNING PRE-APPLICATION ADVICE

Councillor May reported on arrangements elsewhere in the country whereby Local Planning Authorities routinely made pre-planning advice routinely available once an associated application had been received and validated. Given the Parish Council's experiences and involvement in planning matters, it was felt that this practice would be very beneficial locally and would avoid the need to either trouble the Parish's City Councillor for his involvement or submit a formal Freedom of Information request.

Resolved: That the Clerk approach the City Development Management service to discuss this matter and request that the City Council adopts a policy of publishing pre-application advice at the time an application is validated.

Action: The Chairman to raise this matter with other Parish Councils through the LALC network, seeking their views and support for the request to the City Council.

19/58 PARISH PLAN – UPDATE

(1) **Village Gateways**

No further update since the last meeting.

(2) **Speed Indication Devices (SpIDs)**

The Clerk reported that a new SpID had now been delivered. Arrangements for its installation were currently being discussed with County Highways

19/59 NEW PLANNING CONSULTATIONS

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

Application No:	Description
19/00595/FUL	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. Resolved: Previously drafted comments as per resolution 19/45 (09/07/19) had been submitted
19/00746/FUL	Erection of an agricultural building for free range hens with associated landscaping and parking. Lower Addington Farm, Birkland Barrow Road, Nether Kellet. Resolved: A consultation letter objecting to the development had been submitted on 22nd August 2019
19/00930/FUL	Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3). West Penwith, Kirkby Lonsdale Road, Over Kellet
19/01018/LB	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.

19/01034/CU	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. Deadline for comments 19th September 2019 Resolved: Following discussion, it was resolved that a consultation response be submitted not expressing any objection to the proposal, but requesting that the development must be approved by the Quality Care Commission and that, should the proposed new use cease, the building should revert to its former use.
LCC/2019/0044	Creation of a bund. Clear Water Fisheries, Kellet Lane, Over Kellet.
Application No:	Description
19/01153/FUL	Creation of a new access, installation of a gate and construction of an area of hardstanding and a track. Field 4654, Kirkby Lonsdale Road, Over Kellet. Deadline for comments 2nd October 2019 Resolved: Following discussion, it was resolved that a consultation response be submitted, not objecting to the proposal, but expressing the PC's concerns over road safety issues and asking that the design of the entry from the Kirkby Lonsdale Road be appropriately located, designed and signed if necessary.

19/60 UPDATE ON PREVIOUS PLANNING APPLICATIONS

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

It was noted that application 19/00673/OUT for the erection of 4 dwellings on Craggs Hill was not scheduled to be considered at the next City Council Planning Committee.

Action: City Councillor Mumford agreed to request that the City Council's Planning Committee make a site visit, if and when application 19/00673/OUT is scheduled for consideration.

19/61 PAYMENT OF 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).	540.00
Bolton-le-Sands Parish Council – Lengthsman Scheme 2019/20	1,540.00
Elan City – Evolis Speed Indication Device	2,266.80

Resolved: that the above accounts be paid.

19/62 BANKING ARRANGEMENTS

The Parish Clerk presented a report on current banking arrangements, which set out ways in which these were proving inefficient and presenting some difficulty. The Clerk recommended that a new Current and a Savings Account be opened with the Unity Trust Bank.

Resolved: that a Current account and Savings account be opened with the Unity Trust Bank, with a minimum of three Councillor signatories to the account.

19/63 DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday, 8th October 2019, commencing at 7.15pm at the Over Kellet Village Hall.

Clerk of the Council

Chair

Date:

Agenda Item: 6

Planning Application Comments & Decisions

Update for Sept-Oct 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.	Decided - Permitted
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
19/00673/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.	Application Withdrawn
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

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>19/00595/FUL 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>Previously drafted comments as per resolution 19/45 (09/07/19) had been submitted</p>	<p>Decided - Permitted</p>
<p>19/00746/FUL Erection of an agricultural building for free range hens with associated landscaping and parking. Lower Addington Farm, Birkland Barrow Road, Nether Kellet.</p>	<p>A consultation letter objecting to the development was submitted on 22nd August 2019</p>	<p>Awaiting Decision</p>
<p>19/00930/FUL Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3). West Penwith, Kirkby Lonsdale Road, Over Kellet</p>		<p>Decided - Permitted</p>
<p>19/01018/LB 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>Decided - Permitted</p>
<p>19/01034/CU 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>A consultation response was submitted not expressing any objection to the proposal, but requesting that the development must be approved by the Quality Care Commission and that, should the proposed new use cease, the building should revert to its former use.</p>	<p>Awaiting Decision</p>
<p>LCC/2019/0044 Creation of a bund. Clear Water Fisheries, Kellet Lane, Over Kellet.</p>		<p>Awaiting Decision</p>

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>19/01153/FUL Creation of a new access, installation of a gate and construction of an area of hardstanding and a track. Field 4654, Kirkby Lonsdale Road, Over Kellet.</p>	<p>A consultation response was submitted, not objecting to the proposal, but expressing the PC's concerns over road safety issues and asking that the design of the entry from the Kirkby Lonsdale Road be appropriately located, designed and signed if necessary.</p>	<p>Awaiting Decision</p>