

**Parish Council Meeting to be held on Tuesday 11th February 2020
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 14th January 2020**. (attached to the agenda)
3. To receive **declarations of interest**.
4. To consider and comment on new **planning applications** received since the last meeting, as set out below (details previously circulated):

Application No:	Description
20/00023/FUL	Creation of an area of hardstanding. Land At Grid Reference E353930 N469880. Kirkby Lonsdale Road, Over Kellet Consultation deadline 6th February 2020
19/01572/VCN	Erection of a 2-storey dwelling and creation of a vehicular access (pursuant to the variation of condition 2 and 7 on planning permission 18/00038/FUL to amend the design of the dwelling including alterations to the footprint, elevations, floor plans and the substitution of the carport with a garage). Old Hall, Kirkby Lonsdale Road, Over Kellet Consultation deadline 14th February 2020
20/00019/FUL	Erection of an agricultural building for free range hens with associated parking. Lower Addington Farm, Birkland Barrow Road, Nether Kellet. Consultation response submitted on 5th February 2020
20/00069/FUL	Erection of a field shelter, creation of an area of hardstanding and relocation of existing access. Land At Grid Reference E353625 N469588, Swarthdale Road, Over Kellet. Consultation deadline 15th February 2020
20/0009/TPO	Grind out stumps left after felling Adjacent 1 Hall Garth Gardens Over Kellet Application Permitted 30/01/2020

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

6. **Parish Plan.** To receive an update on measures taken to implement the Parish Plan.
7. 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

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

Payee & Detail	£
Village Hall Committee – Hire of Hall, 14/01/2020	14.00
Derek Whiteway, Parish Clerk Salary and Expenses, January 2020	166.15
HMRC – PAYE January 2020	40.60
Tech-Hub North-West - Website hosting and domain renewal 2020	68.40
Tech-Hub North-West - Website setup and Wordpress training, December 2018	144.00

9. To confirm the **date and time of the next meeting** as 7.15pm on Tuesday, 10th March 2020.

Derek Whiteway
Parish Clerk
5th February 2020

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 14th January 2020 at 7.15pm.**

Present: Councillor Graham Agnew – Chairman
Councillor Stephen Atkins
Councillor Derek Johnson
Councillor Martin May
Councillor Jean Metcalfe
Derek Whiteway (Parish Clerk)

In attendance: Six members of the public

19/97 ANNOUNCEMENT

The Clerk informed the meeting of the sad news of the sudden death of parishioner Stephen Fowler. Steve, husband of former Parish Councillor Margaret Fowler, passed away suddenly on Wednesday, 8th January 2020. He had always been a great supporter of the Village and, along with Margaret, ran a weekly sports club for children for a number of years. Recently, he had been a member of the group that had developed the current Parish Plan. Steve was always available for help and advice on village projects and made valuable contributions to Parish Council meetings.

His funeral is to be held at 11am on Tuesday, 28th of January at Beetham Crematorium. Donations will be divided between Kendal Mountain Rescue and the British Heart Foundation.

19/98 APOLOGIES FOR ABSENCE:

Apologies were received from County Councillor Phillippa Williamson.

19/99 MINUTES OF THE MEETING HELD ON TUESDAY, 10th DECEMBER 2019.

It was **RESOLVED** that, subject to one minor amendment, the Minutes of the Meeting of the Parish Council, held on **Tuesday 10th December 2019** be approved and signed.

Matters Arising:

- (1) **Min 19/87(1) Removal of 3 trees, Capernwray Road.** The Clerk reported that a meeting had been arranged for Monday, 20th January 2020 with representatives from Lancashire County Council and Lancaster City Council to consider the way forward on this issue.

- (2) **Min 19/87(2) Flooding by The Narrows**

It was reported that the road was continuing to flood following periods of heavy rain.

Action: The Parish Clerk to liaise with County Councillor Williamson to check developments on this issue and seek a resolution.

19/100 DECLARATIONS OF INTEREST:

Councillor Atkins declared an interest, by virtue of his residence, in planning application 19/01575/FUL (agenda item 4).

19/101 NEW PLANNING CONSULTATIONS

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

Application No:	Description
19/01549/VCN	<p>Demolition of existing buildings and erection of eight industrial units comprising mixed use Light Industrial (B1) and Storage and Distribution (B8) with associated access road and parking (pursuant to the variation of condition 2 on planning permission 17/00731/FUL to amend the approved cladding and rooflight sizes and to include an extension to unit 1). The Tractor Yard, Capernwray Road, Capernwray.</p> <p>No consultation response submitted</p>
19/01550/FUL	<p>Retention of a single storey side extension to unit 1. The Tractor Yard, Capernwray Road, Capernwray.</p> <p>No consultation response submitted</p>
19/01555/FUL	<p>Demolition of existing dwelling and erection of a part single storey and part two storey replacement dwelling. The Willows Moor Close Lane Over Kellet.</p> <p>Councillors and residents present discussed the principles of demolishing existing homes to be replaced by new construction, this being the second such application in recent months. Residents also expressed concern about noise levels associated with the demolition process and traffic issues during this application's demolition and construction phases.</p> <p>Resolved: It was agreed that a response should be submitted expressing concern about the principles and practices of demolishing homes for replacement by new construction and about noise and traffic issues during the application's demolition and construction phases.</p>
19/01571/VCN	<p>Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) (pursuant to the variation of conditions 2 and 4 on planning permission 19/00930/FUL to enlarge the footprint of the dwelling, alterations to window openings and include details of materials). West Penwith, Kirkby Lonsdale Road, Over Kellet.</p> <p>No consultation response submitted</p>
19/01575/FUL	<p>Erection of one dwelling (C3) with associated access and erection of a detached garage. Land At 2 Hall Garth Close, Capernwray Road, Over Kellet.</p> <p>The Parish Clerk reported that an initial response had been drafted expressing concerns about arboricultural aspects of the application</p>

		<p>and asking that further provision be made in the development for pedestrian footpaths on the difficult stretch of road at that location.</p> <p>Councillors and residents also discussed the physical size and appearance of the proposed building, with concerns expressed about potentially raising the existing properties' 'roof line'.</p> <p>Resolved: It was agreed that a response should be submitted covering:</p> <ul style="list-style-type: none"> a) concerns about the accuracy and relevance of arboricultural information submitted with the application; b) a request that further pedestrian footpath is provided in front of the property to improve safety; and c) a request that the building's height and elevations specified in the application plans are adhered to in the construction. 	
19/102 UPDATE ON PREVIOUS PLANNING APPLICATIONS			
<p>The Clerk presented an update on planning decisions, which was noted.</p> <p>Application 19/00545/HYB (Industrial Units adjacent to the A601M) had recently been approved and a decision notice issued containing an extensive list of conditions. It had been noted that the conditions refer to the means of access to the site for the land levelling works as being from Kellet Road. Councillors expressed concern that this appeared to effectively pre-empt recent applications to vary conditions on the associated Porsche Garage application (17/0133/FUL) also requesting use of this point of access.</p>			
<p>Agreed: It was agreed that the Parish Clerk should write to the City Council expressing the Parish Council's concerns (as in responses to recent applications regarding the Porsche Garage) over establishing site access for construction traffic from Kellet Road and asking for clarification over whether the conditions applied to both developments.</p>			
19/103 THE DUB			
<p>Further to minute 19/91 (10/12/2019) Councillor May reported that a letter had been drafted for submission to Natural England expressing the Parish Council's concerns for the future of The Dub. Councillor May outlined again the need for and purpose of the letter, as set out in the previous minute. Following discussion, Councillors agreed the letter should be sent without further amendment.</p> <p>A discussion was held about the ongoing condition of the pond and the existing information board. Councillor May explained that work on the pond had to be gradual so as not to disturb the wildlife and the overall eco-system. It was agreed that The Lancashire Wildlife Trust should be contacted to discuss options for replacing the information board, using the existing structure.</p>			

Resolved: that the Clerk submit the agreed letter to Natural England with a copy to the Lancashire Wildlife Trust. Also that the Chairman will contact The Wildlife Trust to discuss options for replacing the information board.

19/104 BUDGET AND PRECEPT 2020/21

The Parish Clerk presented a draft budget statement for 2020/21.

The budget statement, drafted on a 'continuation of services' basis, suggested that net payments would continue at similar levels to 2019/20 and that a similar precept (£8,100 in 2019/20) would therefore be appropriate. The statement also provided projected balances on the earmarked reserves operated by the Parish Council.

The Clerk recommended that:

- a) the target level of general balances of £8,000 is endorsed.
- b) the draft budget for 2020/21 is approved, subject to the inclusion of any growth or savings.
- c) subject to any changes under b), a precept of £8,100 is approved and notified to Lancaster City Council.

Following questions and discussion, Councillors accepted the Parish Clerk's recommendations as submitted and without any amendments to the draft budget.

Resolved: that:

- 1) the target level of general balances is confirmed at £8,000;
- 2) the draft budget for 2020/21 is approved without any amendments; and
- 3) a precept of £8,100 is approved and notified to Lancaster City Council.

19/105 PARISH PLAN – UPDATE

(1) **Speed Indication Devices (SpIDs)**

The Clerk reported that arrangements were being made for the installation of the new pole to house the SpID.

(2) **Goosegate Plaque**

No further progress to report regarding the Goosegate plaque. Options for installing similar plaques at the other three entrances to the village were discussed further, without any firm conclusions or decisions reached.

(3) **Village Hall Bus Shelter**

Councillors and residents discussed the condition of the Nether Kellet Road bus shelter outside the Village Hall. No clear consensus was reached on what action to take. The Parish Clerk suggested that, should Councillors wish to replace the shelter, it would be appropriate to consider grant funding opportunities in the new financial year from 1st April 2020 onwards.

(4) **Community Road Watch**

Action: The Parish Clerk agreed to contact the parish's PCSO to reprise proposals for two parishioners to act as Community Road Watch volunteers.

19/106 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:

REPORTS FROM MEMBERS OF THE PUBLIC:

- (1) **Footpath to the rear of Leapers View.** A resident reported that the drain from a property on Leapers View had again been 'gushing' water onto the footpath. Also, that the tall spiky plants bordering the footpath on the Kirklands Road side were encroaching further and causing a nuisance.

The Clerk advised that he had already written to the residents responsible for both of these matters, without response, and that he would follow this up.

Action: The Parish Clerk to contact the relevant residents to seek a resolution to these issues.

- (2) **Kirkby Lonsdale Road Post Box.** A resident asked about progress on replacement of the post box. The Clerk advised that the Royal Mail had previously confirmed that an order had been placed for the replacement but a date for installation could not be given.

Action: The Parish Clerk to contact the Royal Mail for an update on the matter.

- (3) **Christmas Tree.** A resident commented on how nice the Christmas Tree had been this year and questioned why there was now no collection to fund the lights. The Chairman explained that the new LED lighting was very cheap to run and additional funding was not necessary. The Chairman commented that the tree had been excellent and one of the best in recent years. Discussions were held on the need for professional help in erecting the tree in future.

Action: The Parish Clerk to write to Aggregate Industries expressing the Parish's sincere gratitude for supplying the tree.

- (4) **Roadside Parking at Cockle Hill Barn.** A resident commented on a recent escalation of roadside parking outside Cockle Hill Barn, creating a potential hazard due to the tight bend at that point.

Action: The Parish Clerk to contact County Highways to seek advice on whether any action can be taken to reduce/manage the hazards at this location.

CLERK'S REPORT:

- (5) The Clerk reported that Councillor Johnson had volunteered to attend a Town and Parish Council Conference hosted by Lancashire County Council on Saturday, 8th February. One of the topics is to be climate change initiatives for local councils. Councillor May referred to a recent invitation from the City Council for volunteers to participate in a 'Climate Change Panel'.

Action: Councillor Johnson and The Parish Clerk to investigate the opportunity to participate on the City Council's Climate Change Panel.

MEMBERS' REPORTS:

- (6) **LALC.** Nothing to report
- (7) **Quarries:** No formal report. The Chairman commented that there had been two blasts felt earlier that day.
- (8) **Village Hall.** Nothing to report.
- (9) **B4RN:** Councillor May reported that a dig had been completed the previous weekend with two more properties connected to the service.
- (10) **Lengthsman:** No formal report from the Lengthsman. It was noted that hedgerows along Kellet Road and Nether Kellet Rd had been trimmed recently. The Chairman raised an issue relating to the surface of the footpath connecting Greenways and Top Green in the vicinity of the kissing gate.

Action: The Parish Clerk to include this matter when contacting the County Council about a range of public footpath surface issues that need attention.

(11) Other Matters.

Councillor Johnson commented on the appearance of a yellow tape sign on the BT Box at the Village Green outside Hall Garth. It was agreed that this sign was unsuitable and, if necessary, should be replaced with one suited to the status of the conservation area.

Action: The Parish Clerk to contact BT to ask for removal of the sign and replacement, if necessary, with one of suitable quality.

Councillor Metcalfe reported that there had been further vehicular damage to the Village Green, with stones out of place at the lower (Capernwray Road) end. Options were discussed for reinstatement of the stones and for the prevention of future damage.

Action: The Parish Clerk to compile an up to date schedule of outstanding reported highways faults and raise issues regarding damage to the Village Green with County Highways.

CITY AND COUNTY COUNCILLORS' REPORTS:

- (12) County Councillor Williamson had forwarded details of a forthcoming road closure, of a section of Kellet Road, Carnforth to enable the replacement of the canal footbridge. The closure is scheduled for Sunday, 23rd February 2020 and Sunday 1st March 2020 if required.
- (13) County Councillor Williamson had also advised that publicity regarding the 2020 Lancashire Best Kept Village Competition would be issued in early February. At this stage, Councillors were not minded to enter the competition on this occasion.

19/107 PAYMENT OF ACCOUNTS

Payee and Detail	£
Village Hall Committee – Hire of Hall, 10/12/19	14.00
Derek Whiteway, Parish Clerk Salary and Expenses, December 2019	178.66
HMRC – PAYE December 2019	40.60
Councillor Agnew – equipment for the Christmas Tree installation	35.53

Resolved: that the above accounts be paid.

19/108 DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday, 11th February 2020, commencing at 7.15pm at the Over Kellet Village Hall.

The meeting closed at 8.40pm

Clerk of the Council

Chairman

Date:

Agenda Item: 5

Planning Application Comments & Decisions

Update for January/February 2020

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
19/01462/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.	A response to the application was submitted, asking that replacement planting be included within the site to mitigate the proposed removal of three trees at the entrance to the site.	Application Permitted
19/01398/LB Listed building application for re-roofing, replacement lead flashings, re-pointing of stonework, installation of 3 rooflights to the rear, removal of external staircase, installation of replacement doors and removal of an internal wall and suspended timber floor and installation of a steel frame. Old Hall Farm Kirkby Lonsdale Road Over Kellet	No comments submitted	Application Withdrawn
Part B – Undecided Applications		
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
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.	No comments submitted	Awaiting Decision

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>19/01141/VCN Erection of car showroom (sui generis), maintenance workshop and preparation building (B2), display area, storage compound with associated access and landscaping (pursuant to the variation of condition 4 on approved application 17/01133/FUL to allow construction traffic to use the existing access on Kellet Road). Land North of Kellet Road, Over Kellet.</p>	<p>A consultation response was submitted, expressing serious concerns over the safety of the proposed site entrance and its potential impact on the adjacent Biological Heritage Site</p>	<p>Awaiting Decision</p>
<p>19/01368/VCN Erection of car showroom (sui generis), maintenance workshop and preparation building (B2), display area, storage compound with associated access and landscaping (pursuant to the variation of condition 3 on planning permission 17/01133/FUL to allow construction traffic to use the existing site access from Kellet Road to accommodate initial ground works)</p>	<p>An objection to the application was submitted, reiterating the Parish Council's serious concerns over the safety of the proposed site entrance and its potential impact on the adjacent Biological Heritage Site.</p>	<p>Awaiting Decision</p>
<p>19/01436/CU Change of use of land for the siting of 7 holiday lodges with associated driveways, formation of mini golf course, creation of amenity space and alterations to land levels. McCarthy Caravan Parks, Castle View Caravan Park, Borwick Road, Capernwray.</p>	<p>No comments submitted</p>	<p>Awaiting Decision</p>
<p>19/01400/FUL and 01401/LB Demolition of existing outbuilding, erection of a detached garage and installation of metal railings and a gate to front boundary wall, etc. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.</p>	<p>No comments submitted</p>	<p>Awaiting Decision</p>

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
19/01549/VCN Demolition of existing buildings and erection of eight industrial units comprising mixed use Light Industrial (B1) and Storage and Distribution (B8) with associated access road and parking (pursuant to the variation of condition 2 on planning permission 17/00731/FUL to amend the approved cladding and rooflight sizes and to include an extension to unit 1). The Tractor Yard, Capernwray Road, Capernwray.	No comments submitted	Awaiting Decision
19/01550/FUL Retention of a single storey side extension to unit 1. The Tractor Yard, Capernwray Road, Capernwray.	No comments submitted	Awaiting Decision
19/01555/FUL Demolition of existing dwelling and erection of a part single storey and part two storey replacement dwelling. The Willows Moor Close Lane Over Kellet.	Response submitted expressing concern about the principles and practices of demolishing homes for replacement by new construction and about noise and traffic issues during the application's demolition and construction phases.	Awaiting Decision
19/01571/VCN Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) (pursuant to the variation of conditions 2 and 4 on planning permission 19/00930/FUL to enlarge the footprint of the dwelling, alterations to window openings and include details of materials). West Penwith, Kirkby Lonsdale Road, Over Kellet	No comments submitted	Awaiting Decision

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>19/01575/FUL Erection of one dwelling (C3) with associated access and erection of a detached garage. Land At 2 Hall Garth Close, Capernwray Road, Over Kellet.</p>	<p>Response should be submitted covering:</p> <ul style="list-style-type: none"> a) concerns about the accuracy and relevance of arboricultural information submitted with the application; b) a request that further pedestrian footpath is provided in front of the property to improve safety; and c) a request that the building's height and elevations specified in the application plans are adhered to in the construction. 	<p>Awaiting Decision</p>