

# OVER KELLET PARISH COUNCIL

**Parish Council Meeting to be held remotely using 'Zoom' video conferencing software on Tuesday, 14<sup>th</sup> July 2020 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 9<sup>th</sup> June 2020**. (attached to the agenda)
3. To receive **declarations of interest**.
4. **Planning Matters**. To consider a proposed procedure for considering planning consultations (Parish Clerk's report attached). Also, to consider and comment on new **planning applications** received since the last meeting, as set out below (details previously circulated):

<b>Application No:</b>	<b>Description</b>
20/00618/LB	Listed building application for the replacement of render with lime render, replacement of brick and concrete with stonework and replacement of concrete lintel with sandstone lintel to the rear elevation. Brookside Cottage, Kellet Road, Over Kellet. <b>Deadline for comments 22/07/2020</b>
20/00565/FUL	Part retrospective application for the construction of 2 poultry rearing units, installation of 2 LPG tanks and 2 feed bins, alteration of ground levels, construction of an earth bund, siting of a storage container and creation of vehicular access off Lords Lot Road. Land South of Lords Lot Wood, Lords Lot Road, Over Kellet. <b>Deadline for comments 25/07/2020</b>

5. To receive an update on **planning authority decisions** on previously considered applications (Clerk's report attached).
6. **Covid-19 Emergency**. To consider current arrangements in relation to the emergency.
7. **A Guided Walk Around Over Kellet**. To consider a request from Mr Peter Clinch that the Parish Council funds the printing a booklet entitled "A Guided Walk Around Over Kellet". (Letter of request attached).
8. **Parish Plan**. To consider progress on implementing the Parish Plan and to review priorities and potential projects (Parish Clerk's report attached).

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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**:

<b>Payee &amp; Detail</b>	<b>£</b>
Derek Whiteway, Parish Clerk Salary and Expenses, June 2020	197.20
HMRC – PAYE June 2020	46.80

11. To confirm the **date and time of the next meeting**.

**Derek Whiteway**  
**Parish Clerk**  
**8<sup>th</sup> July 2020**

**Tel: 01524 64908**

**Email: [clerk@overkelletpc.org](mailto:clerk@overkelletpc.org)**

## **Note to Parishioners:**

**Members of the public are very welcome to attend this meeting through the use of the video conferencing software. If you would like to attend, please contact the Parish Clerk by email (above) to request details and a link and password to join the meeting.**

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## Minutes of the Meeting held on 9<sup>th</sup> June 2020 at 7.15pm using Zoom video conferencing

**Present:** Councillor Graham Agnew – Chairman  
Councillor Stephen Atkins (to item 20/017)  
Councillor Derek Johnson  
Councillor Martin May  
Councillor Jean Metcalfe

County Councillor Phillippa Williamson (to item 20/018)  
Derek Whiteway (Parish Clerk)

**In attendance:** Peter Clinch (Over Kellet View) No other members of the public attended the meeting.

### 20/013 APOLOGIES FOR ABSENCE:

No apologies were received.

### 20/014 MINUTES OF THE MEETING HELD ON TUESDAY, 12<sup>th</sup> MAY 2020

It was **RESOLVED** that the Minutes of the Meeting of the Parish Council, held on **Tuesday 12th May 2020** be approved and signed without further amendment.

#### Matters Arising:

(1) **Min 20/002(2) Kirkby Lonsdale Road Post Box.**

The Clerk and Councillor Metcalfe reported that the existing post box on Kirkby Lonsdale Road had recently been re-opened.

(2) **Min 20/010(6) Local Delivery Scheme.** The Clerk reported that an application had been made to the County Council to participate in the Local Delivery Scheme for 2020/21 and that the application had been accepted. The associated grant of £500 should be received in the near future.

(3) **Min 20/010(7) Increase in Vermin.** No further reports or issues had been raised since the last meeting.

(4) **Min 20/010(7) Footpath on The Craggs**

The Chairman reported that signs had been posted asking that users of the area observe the designated footpath.

(5) **Min 20/010(7) Mowing of Church Bank Green**

The Chairman reported that, following discussion with several Church Bank residents, he had asked the Lengthsman if he would be prepared to mow the green. Following a discussion over the environmental and social merits and disadvantages of keeping the area unmown, a compromise approach was agreed. County Councillor Williamson offered to enquire on the City Council's plans for recommencing mowing of its open spaces and to investigate the City and County Council's environmental policies and how they might relate to public spaces in the Parish. It was agreed that, if City Council mowing is not likely to recommence soon, the Lengthsman would be asked to cut two 'paths' across the green, at right angles to each other and to mow a section in the

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centre in the area of the football pitch.

**Action:** If the City Council is not planning to recommence mowing of its open spaces in the near future, the Chairman is to request the Lengthsman to mow the Church Bank green as set out above.

## 20/015 DECLARATIONS OF INTEREST:

No changes were reported.

## 20/016 NEW PLANNING CONSULTATIONS

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

Application No:	Description
20/00405/REM	<p><b>Reserved Matters application for the erection of 55 dwellings, associated accesses and alterations to land levels. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.</b></p> <p>Councillors discussed the proposed layout of the scheme, particularly the plans for affordable housing and expressed concerns about the number, design and location of the proposed units. Questions were also raised about the proposed recreational areas within the development and the associated landscaping, and the need for clarity over how these would be managed and maintained in the future. Councillor Johnson had previously circulated comments about the proposed Traffic Management Strategy and Construction and Traffic Method Statement; these comments were discussed further, with Councillors agreeing to the concerns raised.</p> <p>It was noted that the deadline for responses was Wednesday, 10<sup>th</sup> June 2020. The Clerk agreed to seek a short extension to enable a full response to be drafted and submitted.</p> <p><b>Resolved:</b> That a response be submitted expressing concerns or raising questions about the following aspects of the application:</p> <ol style="list-style-type: none"><li>1. The proposed spread, density and design of the affordable housing units;</li><li>2.. Arrangements for the future management and maintenance of proposed recreational areas and associated landscaping; and</li><li>3..Aspects of the proposed Traffic Management Strategy (TMS) and the Construction and Traffic Method Statement (CTMS).</li></ol>
20/00490/VCN	<p><b>Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) (pursuant to the variation of conditions 2 on planning permission 19/01571/VCN to increase the height and width of the two storey rear projection of the dwelling, reposition the solar panels to the south west</b></p>

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	<p><b>elevation, repositioning of the external staircase, and alterations to the internal layout and window arrangement). West Penwyth, Kirkby Lonsdale Road, Over Kellet.</b></p> <p><b>Resolved:</b> No response to be submitted.</p>
20/00522/FUL	<p><b>Change of use of open space to site 6 static caravans, creation of caravan sales, wetland and amenity areas, including laying of hardstanding, alterations to land levels and erection of retaining walls. McCarthy Caravan Parks, Castle View Park, Borwick Road, Capernwray.</b></p> <p><b>Resolved:</b> That comments be submitted expressing concerns whether the proposed removal of a pond and creation of a 'wetland' area on the site is realistic in terms of creating a viable ecosystem and wildlife habitat.</p>
20/00395/FUL	<p><b>Change of use and conversion of redundant agricultural barns to create three 4-bed residential dwellings, construction of boundary wall, erection of garages and outbuildings with associated access. Hall Farm Barns, Kellet Road, Over Kellet.</b></p> <p><b>Resolved:</b> No response to be submitted.</p>
20/00396/LB	<p><b>Listed building application for works to internal walls, installation of partition walls, installation of new roof structures and replacement roof trusses, replacement doors and windows, creation of additional window openings, construction of boundary wall, erection of garages and outbuildings with associated access. Hall Farm Barns, Kellet Road, Over Kellet.</b></p> <p><b>Resolved:</b> No response to be submitted.</p>
20/00537/ADV	<p><b>Advertisement application for the display of 3 internally illuminated fascia signs and 1 internally illuminated totem sign. Proposed Porsche Centre, Electric Drive, Carnforth.</b></p> <p>Councillors discussed the proposals, expressing concerns about the need for such intrusive signage at this location, particularly considering the rural location and the lack of street lighting on the adjacent roads. Councillors felt that the proposed signs were inappropriate in terms of their design and environmental impact and could create a distraction to local road users, and suggested that 'incident lighting' only should be considered.</p> <p><b>Resolved:</b> That a response be submitted objecting to the proposed signage on the grounds of environmental implications, undue impact in a rural setting, and creation of a potential hazard to road users.</p>

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## 20/017 UPDATE ON PREVIOUS PLANNING APPLICATIONS

The Clerk presented a report updating the status of previous planning applications. The report was noted.

Councillor Atkins left the meeting at this point

## 20/018 FINAL ACCOUNTS AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/20 (AGAR)

The Clerk presented a report on the closure of the Council's Accounts for 2019/20 and submitted the draft AGAR for approval. The Internal Auditor's report was included in the AGAR, the auditor's opinion being that expected arrangements were in place and that no issues or recommendations had been raised.

The Clerk advised that, as in previous year's the Parish Council was entitled to claim exemption from the regime of 'limited assurance' external audit. In the Clerk's opinion, all expected governance arrangements set out in Section 1 of the AGAR were in place and he recommended that the statement be approved. Section 2 of the AGAR set out the Accounting Statements for 2019/20, the figures corresponding with the budget statements reported to the Council.

Under specially issued Covid-19 related regulations, the deadline for submission of the completed AGAR is 31st July 2020. The Clerk therefore recommended that the AGAR be approved, and the period of public inspection be set as Monday, 15th June to Friday, 24th July 2020.

The Clerk reported further on the budget outturn report accompanying the AGAR and the position on Council's earmarked reserves. Given the balance on the General Account and the approved target level of reserves of £8,000, the Clerk recommended that £4,563 be transferred from the General Account into a new 'Parish Plan Support Reserve'. It was agreed that an item should be included on the next meeting agenda to consider further actions in relation to the Parish Plan and possible uses of this new Reserve.

### Resolved:

- (1) That the Annual Internal Audit Report 2019/20 is noted and accepted.
- (2) That the Parish Council certifies itself as exempt from the 'limited assurance review' for 2019/20
- (3) That Section 1 of the AGAR – the Annual Governance Statement 2019/20, is approved.
- (4) That Section 2 of the AGAR – Accounting Statements 2019/20, is approved.
- (5) That the period for the exercise of public rights to inspect the accounts is set as Monday 15th June to Friday 24th July 2020 inclusive.
- (6) That £4,563 is transferred from the General Reserve to create a new 'Parish Plan Support Reserve'.

**Action:** The Clerk to include an item on the next meeting agenda to review progress and priorities regarding the Parish Plan and consider the application of use of available funds.

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County Councillor Williamson left the meeting at this point

## 20/019 COVID-19 EMERGENCY

The Chairman reported that there had been no new requests for assistance in the previous week and existing support needs were generally being met by neighbours. The parish's Covid-19 Response Group remained active and prepared to respond in case of any requests.

## 20/020 PARISH PLAN – UPDATE

### (1) Speed Indication Devices (SpIDs)

The Clerk reported that he had received an invoice from Lancashire County Council for the installation of the new pole and that the Highways' Operations section were now in a position to carry out the work once the invoice had been paid. The invoice, for £500.00 was added to the payment of accounts item (min 20/022).

### (2) Goosegate and other Commemorative Plaques

It was agreed that the introduction of further plaques would be reconsidered following the installation of the Goosegate plaque.

## 20/021 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:

### REPORTS FROM MEMBERS OF THE PUBLIC:

Councillor Metcalfe reported on behalf of a resident about difficulties experienced with negotiating the cobbled section of pavement on the Kirkby Lonsdale Road, where the footpath from Bay View meets the road. The Chairman advised that, from previous enquiries, this stretch of pavement was known to be privately owned and that the County Council were unlikely to be able to take any action.

Councillor Johnson reported that a resident had commented on potential traffic hazard with grass being allowed to grow on the Village Green, especially with the view up the Kirkby Lonsdale Road. It was agreed that the grass at this point should be cut to ensure adequate visibility at the crossroads.

**Action:** Councillor Metcalfe to request the Lengthsman to cut the grass at this point to ensure there is adequate visibility for traffic at the crossroads.

### CLERK'S REPORT:

No new matters to report

### MEMBERS' REPORTS:

- (1) **LALC.** Nothing to report
- (2) **Quarries:** Nothing reported.
- (3) **Allotments:** Nothing to report.
- (4) **Village Hall.** Nothing to report.
- (5) **B4RN:** Nothing to report.
- (6) **Lengthsman:** Nothing further to report.

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(7) **Other Matters.** None reported

## CITY AND COUNTY COUNCILLORS' REPORTS:

(8) No further matters reported. Councillors thanked County Councillor Williamson for her assistance and input and recent newsletter.

## 20/022 PAYMENT OF ACCOUNTS

Payee & Detail	£
Derek Whiteway, Parish Clerk Salary and Expenses, May 2020	159.59
HMRC – PAYE March-April 2020	40.60
Lancashire County Council – Installation of new SpID pole	500.00

**Resolved:** that the above accounts be paid.

## 20/023 DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday, 14<sup>th</sup> July 2020, using Zoom video conferencing, commencing at 7.15pm.

The meeting closed at 9:10pm

Clerk of the Council

Chairman

Date:



# Over Kellet Parish Council

**Meeting Date:** 14<sup>th</sup> July 2020

**Agenda Item:**

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**Report of:** The Parish Clerk

## Proposed Procedure for Considering Planning Applications

### A. Possible responses to a planning application consultation:

- a) **Support:** support the application because it will have benefits for the local area, either now or in the long run;
- b) **Support Conditionally:** support the application but ask for details of the proposed development to be reconsidered and changed;
- c) **No Response:** take no action, since the proposal's overall effect would be neutral or of little relevance to the PC's interest;
- d) **Objection:** register an objection to the application, but suggest action that could be taken to address your objection, such as amending the proposal or attaching planning conditions or a planning obligation; or
- e) **Request Refusal:** request that the application be refused permission because of its adverse effects, which can't be dealt with satisfactorily by using conditions or obligations.

**Note:** Under current Council policy, only options b), d) or e) will result in a response being submitted

### B. Procedure for debate and decision:

1. Chairman: "Does any Councillor wish to propose a response to this application?"
2. If no, Chairman proposes the response. If yes, Councillor states what the proposed response is and explains the reasons. This becomes the **substantive proposal**.
3. Chairman: "Does any Councillor wish to speak on, or question the proposer about the proposed response?" (repeat as necessary, including Chairman's own questions).
4. Chairman: "Does any Councillor wish to propose an amendment (note 1) to the proposal?"
5. If no, go to step 10. If yes, Councillor states what the amendment is and the reasons.
6. Chairman: "Does any Councillor wish to speak on, or question the Councillor about the proposed amendment?" (repeat as necessary, including Chairman's own questions).
7. Vote on the amendment.

8. If the amendment is passed, this becomes the **substantive proposal**, otherwise it reverts to the original proposal.
9. Repeat steps 4 to 8 as necessary. (no limit on Councillors ability to propose amendments).
10. Vote on the **substantive proposal**.
11. Chairman/Clerk confirm the wording of the proposal, as resolved.

**Note 1:** An amendment could be any of:

- a) a completely different proposed response;
- b) additions, changes to, or removal of elements of the proposed response;
- c) a suggested change in emphasis/wording to the proposed response (friendly amendment); or
- d) an addition to the proposed response (friendly amendment).

Derek Whiteway, Parish Clerk

8<sup>th</sup> July 2020

## Agenda Item: 5

### Planning Application Comments & Decisions

#### Update for June – July 2020

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>Part A – Applications decided since the last update</b>		
<b>20/00019/FUL</b> - Erection of an agricultural building for free range hens with associated parking. Lower Addington Farm, Birkland Barrow Road, Nether Kellet.	A consultation response had been submitted on 5th February 2020 reiterating the Parish Council's concerns over further development on this site.	<b>Application Refused</b>
<b>20/00214/FUL</b> - Erection of a single storey side extension and construction of a raised terrace. Clear Water Bistro And Bar, Clear Water Fisheries, Kellet Lane, Over Kellet.	No comments submitted	<b>Application Permitted</b>
<b>20/00345/FUL</b> - Change of use of agricultural barn to 3-bed dwelling (C3), relevant demolition of outrigger and erection of single storey rear extension, erection of detached garage and creation of parking area. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.	No comments submitted	<b>Application Refused</b>
<b>20/00346/LB</b> - Listed building application for the demolition of rear outrigger, erection of single storey rear extension, etc. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.	No comments submitted	<b>Application Refused</b>

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p><b>20/00369/VCN</b> - 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.</p>	<p>No comments submitted</p>	<p><b>Application Permitted</b></p>
<p><b>20/00470/FUL</b> - Demolition of existing garage and side porch and erection of a single storey side and rear extension. 'Otago', 15 Kirklands Road, Over Kellet.</p>	<p>Response submitted requesting clarity over the removal/cutting back of the leylandii hedge currently bordering the public footpath and an increased hazard to pedestrians using the footpath arising from the re-siting of the property's garage. Also, to request that, if approved, the development make the fullest possible use of existing materials.</p>	<p><b>Application Permitted</b></p>
<p><b>20/00490/VCN</b> - Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) (pursuant to the variation of conditions 2 on planning permission 19/01571/VCN to increase the height and width of the two storey rear projection of the dwelling, reposition the solar panels to the south west elevation, repositioning of the external staircase, and alterations to the internal layout and window arrangement). West Penwyth, Kirkby Lonsdale Road, Over Kellet.</p>	<p>No comments submitted (Minute 20/016)</p>	<p><b>Application Permitted</b></p>

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>Part B – Undecided Applications</b>		
<p><b>19/01575/FUL</b> 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 submitted covering:</p> <p>a) concerns about the accuracy and relevance of arboricultural information submitted with the application;</p> <p>b) a request that further pedestrian footpath is provided in front of the property to improve safety; and</p> <p>c) a request that the building's height and elevations specified in the application plans are adhered to in the construction.</p>	<p><b>Awaiting Decision</b></p>
<p><b>20/00136/FUL</b> - Erection of one dwelling (C3) with associated access and regrading of land. Field Adjacent to Woodlands View, Over Kellet.</p>	<p>Consultation response submitted, not objecting to the application, but seeking answers and reassurance regarding the proposed hedge line and future use of the lower field.</p>	<p><b>Awaiting Decision</b></p>
<p><b>20/00002/REFAppeal</b> - 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>It was agreed that the response agreed to the original application, ref 19/01034/CU should be re-submitted.</p>	<p><b>Appeal in Progress</b></p>
<p><b>20/00459/FUL</b> - Erection of a field shelter. Land At Grid Reference E353625 N469588 Swarthdale Road Over Kellet.</p>	<p>Comments submitted as for earlier application 20/00069/FUL, seeking reassurance that the development will benefit from appropriate screening from the surrounding countryside and not interfere within the amenity of surrounding residents.</p>	<p><b>Awaiting Decision</b></p>
<p><b>20/00468/FUL</b> - Part retrospective application for the demolition of existing front and rear extensions and erection of a single storey front extension and part single storey, part two storey rear extension with Juliette balcony to rear. 8 Leapers View, Over Kellet</p>	<p>Response submitted reporting concerns expressed over the scaling of the development and its potential impact on the amenity of close neighbours on Leapers View and on Church Bank.</p>	<p><b>Awaiting Decision</b></p>

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p><b>20/00405/REM</b> - Reserved Matters application for the erection of 55 dwellings, associated accesses and alterations to land levels. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.</p>	<p>Response submitted expressing concerns or raising questions about the following aspects of the application:</p> <ol style="list-style-type: none"> <li>1. The proposed spread, density and design of the affordable housing units;</li> <li>2. Arrangements for the future management and maintenance of proposed recreational areas and associated landscaping; and</li> <li>3. Aspects of the proposed Traffic Management Strategy (TMS) and the Construction and Traffic Method Statement (CTMS).</li> </ol> <p>(Minute 20/016)</p>	<p><b>Awaiting Decision</b></p>
<p><b>20/00522/FUL</b> - Change of use of open space to site 6 static caravans, creation of caravan sales, wetland and amenity areas, including laying of hardstanding, alterations to land levels and erection of retaining walls. McCarthy Caravan Parks, Castle View Park, Borwick Road, Capernwray.</p>	<p>Comments submitted expressing concerns whether the proposed removal of a pond and creation of a 'wetland' area on the site is realistic in terms of creating a viable ecosystem and wildlife habitat. (Minute 20/016)</p>	<p><b>Awaiting Decision</b></p>
<p><b>20/00395/FUL</b> - Change of use and conversion of redundant agricultural barns to create three 4-bed residential dwellings, construction of boundary wall, erection of garages and outbuildings with associated access. Hall Farm Barns, Kellet Road, Over Kellet.</p>	<p>No comments submitted (Minute 20/016)</p>	<p><b>Awaiting Decision</b></p>

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p><b>20/00396/LB</b> - Listed building application for works to internal walls, installation of partition walls, installation of new roof structures and replacement roof trusses, replacement doors and windows, creation of additional window openings, construction of boundary wall, erection of garages and outbuildings with associated access. Hall Farm Barns, Kellet Road, Over Kellet.</p>	<p>No comments submitted (Minute 20/016)</p>	<p><b>Awaiting Decision</b></p>
<p><b>20/00537/ADV</b> - Advertisement application for the display of 3 internally illuminated fascia signs and 1 internally illuminated totem sign. Proposed Porsche Centre, Electric Drive, Carnforth.</p>	<p>Response submitted objecting to the proposed signage on the grounds of environmental implications, undue impact in a rural setting, and creation of a potential hazard to road users. (Minute 20/016)</p>	<p><b>Awaiting Decision</b></p>

## **Agenda Item 7**

### **Request from Peter Clinch to Over Kellet Parish Council to fund the cost of printing a booklet: A Guided Walk Around Over Kellet**

#### **1 Content**

I have written the draft of a booklet: 'A Guided Walk Around Over Kellet'. It will be in the same format (A5 portrait) as *OK View* and run to about thirty-six pages. I attach a two-page extract of the text taken from the beginning of the walk so the Parish Council may judge the style and content. I also attach a list of the sources used to compile it. Bob Escolme has seen a draft and once COVID-19 restrictions are lifted we hope to meet to discuss the text.

#### **2 Markets**

The intended markets are visitors to the area and interested residents.

#### **3 Sales**

I envisage the booklet will be available to purchase at the Village Store. I hope to negotiate with Craig & Tracey Burns either a small contribution from each sale to go to them or an offer of free space to advertise on the outside back cover. A small number of copies will be distributed free to the press for promotional purposes and to Lancashire County Library Service. If there appears to be a market for the booklet, distribution through the Tourist Information Centre at Carnforth and B&Bs in the Over Kellet area will be considered.

#### **4 Production**

The booklet will have illustrations, mainly photographs, and a gate-fold at the back so that a plan of the village with the walk marked on it, and a map of the parish, can be folded out and consulted alongside the text. A suitable plan and map were used by the PC on the back cover of the booklet *Over Kellet Parish Plan 2019*. I believe the PC owns the rights to the two images. I would like to adapt and use copies of them both.

Paul Budd, a co-editor of *OK View* who makes each issue printer-ready, has agreed to assist with these processes for the booklet.

#### **5 Printing**

I asked three printers for estimates (not quotes as the material is not yet printer-ready) based on two quantities, to be printed in full colour throughout: 300 copies and 700 copies. The lower number would be copies for sale through the Village Store only. The higher number would allow a free copy to be delivered to each household (possibly with with an issue of *OK View*) and leave 300 copies for cash sale.



## Agenda Item 7

Two printers have responded:

Carnforth Print & Design – estimate the cost of printing 300 copies will be £335.00 and 700 copies £560.00. Cost of providing a gate-fold and any artwork will be extra.

Primal Printing (Arnside) – estimate the cost of printing 300 copies will be £348.41 and 700 copies £505.89. Cost of providing a gate-fold and any artwork will be extra.

Bay Typesetters (who print *OK View*) – no response despite two requests. For comparison, 400 copies of *OK View* in black and white with full colour cover cost £285.

### 6 Sale Price

I have tried to find some local walking guides to compare with the proposed publication for Over Kellet. Booklets of about the same number of pages in black and white only appear to be available for between £2 and £4. Full colour booklets, usually including a range of countryside walks rather than a walk around a single parish and of many more pages than the proposed publication, sell for between £5 and £12.

### 7 Income

Income from sales would return to the PC. Alternatively, if the PC did not wish to take the sale income, I would negotiate with the Thomas Withers Charity so that the village would still benefit from the income.

### 8 Decisions sought from the PC:

I would like the PC to consider and decide on the following:

8.1 To support the voluntary venture in principle.

8.2 I believe the PC holds the rights to the plan of the village and map of the parish on the back cover of the Over Kellet Parish Plan 2019 booklet. I would like consent to receive, amend and print the images;

8.3 To cover the cost in full of printing the booklet. I ask the PC to choose whether it wishes to have:

a) 700 copies printed, with 400 distributed free to residents or,

b) 300 printed, almost all for cash sale at the Village Store.

## Agenda Item 7

8.4 The PC to select the printer to be engaged now or, alternatively, seek estimates when the booklet is in printer-ready form.

8.5 The PC to fix the sale price of the booklet accordingly.

8.6 The PC to decide whether it wishes to receive the income from the publication.

Peter Clinch  
July 2020

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### Extract from the draft of **A Guided Walk Around Over Kellet** by Peter Clinch, 2020

#### **The Walk**

*Start the walk on The Green close to the crossroads.*

#### **Viewpoint 1: The Green**

Today's view of The Green ([photo DSC 09877](#)) differs very little from commercial photographs taken from 1918 onwards and available to view on-line at [www.francisfrith.com/uk/over-kellet](http://www.francisfrith.com/uk/over-kellet). **The village cross** (Listed Grade II) is of uncertain age and was restored in 1983. The steps and the lower section of the shaft appear older than the head and upper shaft, which are of 1893. One of the unusual features of Over Kellet is that it has two war memorials, one here on the Village Green and the other in the churchyard of St Cuthbert's; both bear the same names. The reasons relate to a now-forgotten dispute between some Anglican and some non-Conformist members of the community.

The **Village Green memorial** takes the form of a broken round column on a square base on top of a plinth, originally surrounded by railings. The broken column is a traditional form of funerary monument, usually taken to represent 'life cut short'. The original memorial was unveiled on 10<sup>th</sup> April 1921 and commemorates ten servicemen from the village who died in the First World War. A further two names from the Second World War were added later. The body of a third Second World War serviceman who died in an air accident in September 1945 is buried in a Commonwealth War Graves Commission grave in the churchyard (Viewpoint 11).

Three properties at the edge of The Green illustrate the standing of the

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different classes of owner who built them.

**Hall Garth** (Listed Grade II – see [photo DSC 09987](#)) may be described as a large ‘gentleman’s house’ which, along with its extensive grounds, occupies the whole of the north-west side of The Green. The house dates from 1826; there had been a house on the site from the 16<sup>th</sup> century though nothing of that building remains to be seen. The present house looks like a design by George Webster, a prolific architect working in north Lancashire and the surrounding counties, though the drawings are signed by William Coulthard of Lancaster, the architect for St John the Evangelist Church at Levens. Hall Garth is one of the few buildings in the village constructed using limestone (quarried from Kellet Seeds, except for the Doric pillars) cut to a regular shape and size with a high-quality finish, and laid in regular, continuous layers – craftsmanship of the highest order. At the time the house was built the view from The Green to the house would have been very different; nine houses and six barns occupied the edge of The Green, blocking the views of and from Hall Garth. Between 1826 and 1858 the Ainslie family, who owned the Hall Garth estate, acquired and demolished all the properties on this side of The Green to create the space at the front of Hall Garth we see today. Compare the views of the four sides of The Green: the Hall Garth side is very open as compared with the three other closely built ones.

At the south-east corner of The Green close to Nether Kellet Road (the road to Lancaster) stands **Shenstone House** (Listed Grade II – see [photo DSC 09949](#)), possibly dating from between 1820 and 1830, the same period as Hall Garth. But, in contrast, it is built close to the road in the style of a suburban house and designed by an unknown architect. It is of expertly though not smoothly dressed sandstone (contrast with Hall Garth). Nevertheless, it has an under-stated Georgian elegance and is thought to be an example of a country house built for a merchant whose town house would have been in Lancaster – there are other examples in the Lancaster district.

The third group of buildings of note close to The Green are **Old Hall Farmhouse and Barn** (Listed Grade II – see [photo DSC 00075](#)), which are on the east corner facing Kirkby Lonsdale Road. This is the house of a yeoman farmer built on the land he worked, in contrast with Hall Garth and Shenstone. It is clearly a working man’s dwelling, with the barn and other store buildings close to where he lived. The carved lintel over the front door bears the date 1668, and is one of the oldest in the village. It reads F RM 1668 and refers to Richard Fawcett (died 1696) who married Margaret Green on 17<sup>th</sup> May 1668, the same year as the date engraved on the lintel. The randomly sized and shaped sandstone building material of the

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farmhouse and barn is much less refined and crafted than that on the other two buildings.

*Walk a few steps from The Green towards Carnforth and cross the road to stand near the gates to Hall Garth.*

### **Viewpoint 2: site of Robert Withers' house**

It is roughly here that a substantial house stood up to about 1830 (see [photo of print](#)) owned in the 16<sup>th</sup> and 17<sup>th</sup> centuries by the Withers (or Widder or Widders) family, Robert Withers inherited the house in 1623 when just three or four years old. By the 1650s he was a friend of George Fox, founder of the Society of Friends (Quakers), and was one of the so-called Valiant Sixty, early leaders of the Society. George Fox visited and stayed with Robert several times and addressed an important meeting in the village in August 1652, possibly in a field in front of Yew Tree Cottage (not far from The Narrows – Viewpoint 5). The sketch of the house reproduced here is from a postcard owned by an Over Kellet resident – the Society of Friends Library in London confirms that it is of a print of an original image in a collection of Quakeriana put together in the early 19<sup>th</sup> century. It is likely that the sketch was made shortly before the house was demolished by the Ainslie family, and so is possibly an attempt by Quakers to preserve an image of a building associated with George Fox and the Valiant Sixty.

*Walk towards Carnforth.*

### **Viewpoint 3: old Town Well**

The black-painted hand-pump which used to provide the village with water is set against the boundary wall of Hall Garth. As part of the Ainslie family's re-modelling of the area in front of their new mansion in the 1820s, pipes were laid from this site to that of the present Town Well (Viewpoint 21).

*Continue towards Carnforth a short distance.*

## **EXTRACT ENDS**

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Listed Buildings in Over Kellet

[www.britishlistedbuildings.co.uk/england/lancashire/overkellet](http://www.britishlistedbuildings.co.uk/england/lancashire/overkellet)

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## Over Kellet Parish Council

**Meeting Date:** 14<sup>th</sup> July 2020

**Agenda Item:**

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**Report of:** The Parish Clerk

## Parish Plan Implementation Review

### 1. Introduction

The Parish Council adopted the five-year Parish Plan (2019-2024) at its meeting on 11<sup>th</sup> December 2018. The objectives and priorities set out in the Plan are attached as appendix A.

### 2. Update on actions taken or considered to date

<b>Plan Priority/Objective</b>	<b>Update as at July 2020</b>
<b>Preserving the character of the village</b>	The objective is pursued in the consideration of planning applications.
<b>Traffic</b>	The new solar powered SpID was installed on Kirkby Lonsdale Road on 18 <sup>th</sup> June 2020  Community Road Watch proposals are currently stalled. Need to review/reinstate, including drawing on data from the new SpID.  A proposal to introduce 'village gates' at the four vehicle entry points to the village is on hold.
<b>Footpaths</b>	Footpath condition survey completed in 2019. Needs to be picked up again.  Terms of the 2020/21 Local Delivery Scheme appear to provide greater potential for the PC to undertake footpath repairs. Need to pursue/clarify with the County Council and review priorities and plans.
<b>Open Spaces</b>	A continuing dialogue has been established with Lancashire Wildlife Trust regarding The Dub.
<b>Community Spirit</b>	
<b>Leisure Facilities</b>	The potential for increased leisure facilities in line with the expansion of the village is considered when responding to new development proposals

Plan Priority/Objective	Update as at July 2020
<b>Tourism</b>	<p>The PC comments on any planning proposals to expand local caravan site provision.</p> <p>The PC has agreed the format and location for the proposed 'Plaque for Goosegate' and is considering options to provide further local information plaques.</p>

### 3. Financial Considerations

#### Available Resources:

The Parish Council has determined that the following reserves will be available to fund Parish Plan initiatives (balances shown are as at 1<sup>st</sup> April 2020):

Parish Plan Support Reserve (PPSR)	£4,563 (Created on 09/06/2020, minute 20/018(6))
Wind Turbine Reserve (WTR)	£6,324 (further contribution of £1,130 anticipated in 2020/21)

#### Spending/commitments to date on Parish Plan initiatives:

2019/20	Evolis solar powered SpID	£1,889 (funded from the General Account)
2020/21	Installation of new SpID pole (LCC)	£500 (funded from PPSR)
2020/21	Goosegate plaque	£270 (funded from PPSR)

Resources available at the time of this report are therefore £10,117 (PPSR and WTR) with an additional £1,130 Wind Turbine contribution anticipated during the year.

### 4. Conclusions

The coronavirus pandemic has, naturally, impacted the Council's business and activities during 2020 in various ways, but it has also provided an opportunity to take review progress with the adopted Parish Plan, some 18 months following its adoption.

With finite financial resources available for Parish Plan related initiatives, it is important that the Council reviews progress and establishes its own priorities and objectives for the next 2 to 3 years.

### 5. Recommendations

- 1) That Councillors consider the extent of progress to date with delivering the Parish Plan priorities and objectives; and
- 2) Councillors review priorities and objectives and compile a revised plan of action to deliver priorities and objectives over the next 2-3 years.

### Over Kellet during the next five years

#### 1. Preserving the character of the village

This is seen as of prime importance and although small infill developments should be supported, provided they are situated and of a style compatible with the character of the village, any large scale development on agricultural land should be strongly resisted on the grounds:

- The rural character of the surrounding countryside should be preserved
- The current drainage system for both foul and surface water cannot cope with further properties
- The pavements do not provide safe pedestrian access to the central amenities from the extremities of the village

#### 2. Traffic

- There is a need to work with the school to try and resolve current problems caused by inconsiderate parking by parents.
- Work to try and minimise inconsiderate parking by some residents on pavements which creates obstructions for pedestrians, in particular pushchair users
- Continue to lobby Lancashire County Council for a 20 mph speed limit in the village
- Consider further traffic calming measures, including an additional speed camera in the village
- Encourage residents to take part in the Community Speedwatch programme

#### 3. Footpaths

Regularly survey footpaths in and around the village to ensure they are kept in a safe condition, in particular with regard to encroaching vegetation

#### 4. Open Spaces

Ensure open spaces are maintained in good order and in particular liaise with Lancashire Wildlife Trust with regard to the condition of the Over Kellet pond ('the Dub').

#### 5. Community Spirit

- Encourage and support the work of the Parish Council, Neighbourhood Watch and the Emergency Plan Committee and consider ways of providing transport for those residents without cars needing to access healthcare facilities in Carnforth
- Encourage the organisation of and participation in community events, with at least two main events a year.

#### 6. Leisure Facilities

Ensure leisure facilities, particularly for children, increase in line with the expansion of the village through new developments.

#### 7. Tourism

Although acknowledging the important contribution which the current caravan sites make to the local economy, further expansion should not be supported as there is concern this would not be sustainable and could have an adverse effect on the local countryside and road network.