

OVER KELLET PARISH COUNCIL

Parish Council Meeting to be held remotely using 'Zoom' video conferencing on Tuesday, 12th January 2021, commencing at 7.15pm

Note to Parishioners

Members of the public are very welcome to attend this meeting using the video conferencing software. If you would like to attend, please contact the Parish Clerk by email at clerk@overkelletpc.org to request details and a link and password to join the meeting.

AGENDA

1. To receive **apologies**.
2. To consider and approve **minutes of the meeting held on Tuesday, 8th December 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 (substantive matters for consideration **set out in blue**):

Application No:	Description
20/01371/LB	Listed building application for the erection of a boundary wall and gate, removal of external render, repairs to stonework, repointing, relocation of rainwater and soil pipes from rear to eastern elevation, removal and installation of internal partition walls, removal of plaster to internal walls and ceiling, repointing to internal walls and installation of supporting gallow's post to support existing beam, removal of flooring and floor joints, lowering of part of the floor and installation of new flooring and removal of internal garden wall . Yew Tree House, Kirkby Lonsdale Road, Over Kellet. Deadline for comments – 02/01/21 No comments submitted
20/01379/AD	Agricultural determination for erection of an agricultural storage building . Field At Grid Reference 351950 471570, Netherbeck, Carnforth. Deadline for comments – 23/12/20. Response submitted objecting to the application
20/01072/REM	Reserved matters applications for the erection of 15 dwellings . Land South East Of Church Bank, Church Bank, Over Kellet. Deadline for comments – 29/01/21

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Application No:	Description
20/01073/FUL	Erection of 7 dwellings and associated access road. Land South East Of Church Bank, Church Bank, Over Kellet. Deadline for comments – 29/01/21
20/01220/VCN	Outline application for the erection of up to 15 dwellings and creation of a new access (pursuant to the variation of condition 2 on approved application 16/01572/OUT to amend the red edge of the approved location plan). Land South East Of Church Bank, Church Bank, Over Kellet. Deadline for comments – 29/01/21
20/01154/FUL	Erection of a replacement stable and storage building. Pastordale Farm, Kellet Lane, Over Kellet. Deadline for comments – 14/01/21

5. To receive an update on **planning authority decisions** on previously considered applications (Clerk's report to come).
6. **Parish Plan.** To consider progress on implementing 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	£
Lesley Gee – Purchase of defibrillator batteries	26.49
Derek Whiteway, Parish Clerk Salary, December 2020.	175.30
HMRC – PAYE October 2020	44.00

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

Derek Whiteway
Parish Clerk
6th January 2021

Tel: 01524 64908
Email: clerk@overkelletpc.org

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Minutes of the Meeting held on Tuesday, 8th December 2020 at 7.15pm using Zoom video conferencing

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

In attendance: Peter Clinch (Over Kellet View) and 2 members of the public.

20/069 APOLOGIES FOR ABSENCE:

No apologies for absence were received.

20/070 MINUTES OF THE MEETING HELD ON TUESDAY, 10th NOVEMBER 2020

Subject to the correction of two typographical errors, it was **RESOLVED** that the Minutes of the Meeting of the Parish Council, held on **Tuesday, 10th November 2020** be approved and signed.

Matters Arising:

(1) **Min 20/056(1) Development site adjacent to Greenways and Church Bank**

The Clerk reported that he had sought clarification from the City Council regarding the planning status of the Church Bank central green space and had received a reply stating that it is "... *designated as open space under policy SC3 'Open Space, Recreation and Leisure' within the Strategic Policies and Land Allocations DP' and identified as such on the accompanying Local Plan Policies Map, and thus is protected as open space through the Local Plan*". Following a brief discussion about the designation, Councillors agreed that it provided welcome reassurance regarding the site's future.

- (2) **Min 20/056(2) Replacement of illegally removed trees.** The Clerk reported that he had emailed the County Council and City Council on 17th November about the proposed planting programme and was awaiting a response. The Clerk agreed to send a reminder email to the authorities.

Action: The Clerk to email the County Council and City Council again with a view to resuming negotiations on this issue.

- (3) **Min 20/060 Christmas 2020.** The Chairman reported that the village Christmas Tree had been delivered by Aggregate Industries on Saturday 5th December and erected by himself, Councillor Johnson and one volunteer, with the kind assistance of Mr David Walling. The Chairman commented that, whilst the operation had gone smoothly, more volunteer assistance would have helped. For reasons of safety and liability, Councillor Metcalfe reiterated her previously expressed concerns over the risks associated with this task and recommended that the Council should consider engaging a professional contractor. Councillors agreed that the appearance of the dressed tree was excellent.

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Action: The Clerk to write to everyone involved with supplying and installing the Christmas tree, expressing the Council's gratitude for their input.

(4) **Min 20/062 Review of the Local Plan.** The Clerk reported that a response, agreed by Councillors, had been submitted to the City Council.

(5) **Min 20/066(2) DMMO Application for a new Bridleway, Lord's Lot Road.** The Chairman reported that he had received an email from a resident speaking in favour of the DMMO application and asking the Parish Council to add its support. Following discussion, Councillors agreed that a letter should be submitted to the County Council expressing support for the application and seeking assurance that, if successful, the County Council would maintain the bridleway to a suitable standard.

Action: The Clerk to submit a response to the County Council expressing support for the application and seeking assurance that, if successful, the County Council would maintain the bridleway to a suitable standard.

(6) **Min 20/066(3) Parish Council areas of responsibility.** The Clerk advised that he had assembled electronic copies of all the property related documents held and these were to be discussed with the Chairman and Councillor May to determine their inclusion on the website.

Action: The Clerk to liaise further with the Chairman and Councillor May

(7) **20/066(11) Flooding in the parish.** The Chairman reported that following recent heavy rain, no further flooding had occurred at The Narrows.

20/071 DECLARATIONS OF INTEREST:

No changes were reported.

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20/072 NEW PLANNING CONSULTATIONS

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

Application No:	Description
20/01083/VCN	<p>Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) (pursuant to the variation of conditions 2, 4, 5 and 7 on planning permission 19/00930/FUL to amend plans, to raise the boundary wall to 1.8m, agree colour of window frame and garage door, change of wording to the landscaping condition and confirmation of foul drainage). West Penwyth, Kirkby Lonsdale Road, Over Kellet.</p> <p>Resolved: No response was submitted.</p>
20/01246/FUL	<p>Erection of 9 dwellings with associated access and alterations to land levels. Land Southwest Of Church Bank Main Road, Over Kellet.</p> <p>It was noted that this application follows on from a previous 'Permission in Principle; application which had been refused in October 2019. The Parish Council had responded to that application without objecting in principle, but highlighting issues concerning: cumulative effects of development on local services and infrastructure; ecological importance of existing woodland; and landscape and visual impacts, especially concerning St Cuthbert's church.</p> <p>Councillors discussed the application, with reference to these earlier comments. The main concerns expressed and discussed by Councillors included:</p> <ul style="list-style-type: none"> • The future of the beck on the western boundary of the site, the potential for greater surface water 'run-off' from paved areas, and the impact of these on drainage systems; • The appearance of the development and its impact on the landscape and visual amenity, in particular any impact on views towards and from St Cuthbert's church; • The impact of the development on the size and 'footprint' of the village and its services and amenities; and • Concerns over a diagram suggesting an intention to introduce an access route through an area of trees on the northern boundary of the site, which are currently subject to TPO.

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	<p>Resolved: That a response is submitted to the City Council objecting to the following aspects of the application:</p> <p>a) The future of the beck on the western boundary of the site, and potentially adverse impacts of increased rainwater 'run-off' on drainage systems; and</p> <p>b) the impact of the development on the landscape and visual amenity, in particular any impact on views towards and from St Cuthbert's church.</p> <p>Also to express concerns about the suggestion of an access route being introduced through an area of protected trees on the northern boundary of the site.</p>
20/0243/TCA	<p>Tree works, comprising: T1 (Hazel) - Coppice as part of garden maintenance; T2 & T3 (Hazel) - Pollard as part of garden maintenance; T4 (Rowan) – Fell. Dene Cottage, Kirkby Lonsdale Road, Over Kellet.</p> <p>Resolved: No response to be submitted.</p>
20/01321/FUL	<p>Erection of a single storey rear extension. 12 Greenways, Over Kellet.</p> <p>Resolved: No response to be submitted.</p>

20/073 UPDATE ON PREVIOUS PLANNING APPLICATIONS

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

20/074 BAY AUTHORITY PROPOSAL

Following on from discussions at the November Parish Council meeting, Councillors again considered an invitation to comment on the proposals for a unitary 'Bay Authority', covering the current Lancaster, South Lakeland and Barrow districts. Councillors concluded that insufficient information was available for a considered opinion to be reached on behalf of the parish and that the consultation process was essentially a matter for individuals to engage with.

Resolved: That a consultation response should not be submitted by the Parish Council.

20/075 REVISED BUDGET 2020/21 AND DRAFT BUDGET 2021/22

The Clerk presented a report covering revised budget estimates for 2020/21 and a draft budget for 2021/22. A small net surplus was projected for 2020/21. On a 'continuation of services' basis, with no allowance for new projects or changes in service, a net budget requirement for 2021/22 of £8,384 was estimated. With a small increase in the parish's tax base, the Clerk recommended that a precept of £8,300 be levied, which would minimally increase the annual charge for a Band D property, by 1p.

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Councillors asked several questions of the Clerk, including whether additional budget provision should be included to cover additional necessary work on the parish's footpaths. The Clerk assured Councillors that there would be sufficient funds for such purposes within the main budget or, if necessary, from within the Council's earmarked reserves.

Following discussion, Councillors unanimously approved the Clerk's recommendations, that:

- a) a target level of general reserve of £8,000 is endorsed;
- b) the draft budget for 2021/22 is approved; and
- c) the precept for 2021/22 is set at £8,300 and notified to Lancaster City Council.

Resolved: That the Clerk's report is accepted and that:

- a) a target level of general reserve of £8,000 is endorsed
- b) the draft budget for 2021/22 is approved.
- c) the precept for 2021/22 is set at £8,300 and notified to Lancaster City Council.

20/076 PARISH PLAN

(1) **Goosegate Plaque**

The Chairman reported that the Lengthsman had been requested to install the Goosegate plaque. Regarding ongoing proposals for similar plaques at other locations in the parish, it was agreed that the Council should await feedback on the Goosegate plaque before proceeding further.

(2) **SpID Data**

The Clerk reported that no further data had been collected from the Kirkby Lonsdale Road SpID. In line with plans agreed at earlier meetings, the Clerk was aiming to collect data early in the New Year and compile a report for Councillors to consider at the February 2021 meeting.

20/077 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:

REPORTS FROM MEMBERS OF THE PUBLIC:

- (1) One of the parishioners attending the meeting commented that she had been spending a significant amount of time trying to help other residents regarding planning matters, especially some who were not able to use the online services. The parishioner expressed concern that some residents were at risk of being 'disenfranchised' by the inability to obtain information. The Chairman advised that residents were always welcome to contact a Parish Councillor if they had any questions or issues. Given recent issues over the City Council's online Planning Portal's availability, it was agreed that an email should be sent to the City Council expressing concerns about these issues.

Action: The Clerk will send an email to the City Council expressing the Parish Council's concerns about access to planning application information.

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- (2) As an individual resident and parent of children attending Wilsons Endowed CE School, Councillor May asked whether any information was available regarding schoolchildren recently having been sent home with a requirement to isolate for two weeks. The Chairman commented that, as a Governor, he had not been made aware of the matter.

CLERK'S REPORT:

- (3) **Packhorse Bridge, Capernwray.** The Clerk had received an email from a resident advising that the flood-damaged approaches to the packhorse bridge over the river Keer had recently been repaired by a County Council contractor.

MEMBERS' REPORTS:

- (4) **LALC.** Nothing to report.
- (5) **Quarries:** Nothing to report.
- (6) **Allotments:** Nothing to report.
- (7) **Village Hall.** Nothing to report.
- (8) **B4RN:** It was noted that a scheduled road closure of 'the ginnel' (connecting Kellet Road at the Gables with Nether Kellet Road at Hall Cottage) during January 2021 was being made to enable B4RN groundworks to be carried out.
- (9) **Lengthsman:** No further matters reported.
- (10) **Other Matters.**

Seat and Viewing Platform at Cockle Hill

The Chairman reported that an email had been received from solicitors acting on behalf of the owner, stating that the land was being sold and asking that the bench and viewing platform be removed at the request of the purchaser. The Chairman reported that, unfortunately, the Parish Council was not in a position to question this request and that he had asked the Lengthsman to remove the bench and platform.

School Lane. The Chairman reported issues raised in correspondence shared by the school's headteacher. These included concerns raised about the condition, of, and responsibility for the maintenance of the unadopted School Lane' and consequences for the safety of the road's users. It was agreed that greater clarification about the status and responsibilities for the road should be sought.

Action: The Clerk will contact County Councillor Williamson and seek her assistance in raising with the County Council the concerns identified about School Lane.

Winter Conditions and Gritting Boxes. The Chairman reported that part of the school's headteacher's email had referred to complaints about the condition of footpaths and the lack of gritting in icy conditions. Councillors discussed this matter, referring to the availability of gritting boxes at various locations and stressing that these are provided for residents to use as necessary. It was agreed that efforts should be made to raise parishioners' awareness of the gritting boxes and their availability for use.

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Action: An item is to be included in the next issue of OK View informing residents of the gritting boxes and their availability for residents to use.

CITY AND COUNTY COUNCILLORS' REPORTS:

(11) No further reports were received.

20/078 PAYMENT OF ACCOUNTS

Payee & Detail	£
Tech-Hub (North-West) Ltd. Annual G-Suite licence to 30/11/21	55.15
Derek Whiteway, Parish Clerk Salary and Expenses, November 2020, comprising:	
Salary	£175.50
Mileage allowance	£7.20
	182.70
HMRC – PAYE October 2020	43.80

Resolved: that the above accounts be paid.

20/079 DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council is scheduled to be held on Tuesday, 12th January 2021, using Zoom video conferencing, commencing at 7.15pm.

The meeting closed at 8.45pm

Clerk of the Council

Chairman

Date:

Agenda Item: 5

Planning Application Comments & Decisions

Update for December 2020 – January 2021

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
20/01212/FUL - Erection of a detached garage. Tithe Barn, Capernwray Road, Over Kellet.	No comments submitted (Minute 20/058)	Application permitted
20/00395/FUL - 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.	No comments submitted (Minute 20/058)	Application permitted
20/00396/LB - Listed building application for works to internal walls, installation of partition walls and new roof structures and replacement roof trusses, 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.	No comments submitted (Minute 20/058)	Application permitted

Part B – Undecided Applications

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.

Response submitted covering:

- 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.

20/00405/REM - Reserved Matters application for the erection of 55 dwellings, associated accesses and alterations to land levels. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.

Response submitted expressing concerns or raising questions about the following aspects of the application:

1. The proposed spread, density and design of the affordable housing units;
2. Arrangements for the future management and maintenance of proposed recreational areas and associated landscaping; and
3. Aspects of the proposed Traffic Management Strategy (TMS) and the Construction and Traffic Method Statement (CTMS).

(Minute 20/016)

20/00912/FUL - Change of use of agricultural land and buildings to agricultural livestock haulage depot, erection of an agricultural livestock and HGV maintenance building, and retention of an area of hardstanding (part retrospective). Field At Grid Reference 351950 471570, Netherbeck, Carnforth.

No comments submitted (Minute 20/048)

20/00810/FUL - Retrospective application for the installation of a sewage treatment plant and associated hardstanding. Old Hall Caravan Park, Capernwray Road, Capernwray.

No comments submitted (Minute 20/048)

20/00811/RCN - Change of use of agricultural land/recreation area to extension to existing holiday caravan park for additional forty caravans and create open space/recreation area and installation of sealed tank (pursuant to the removal of condition 4 on planning permission 92/01130/FUL to allow for all year round occupancy). Old Hall Caravan Park Capernwray Road Capernwray

No comments submitted (Minute 20/048)

20/00925/LB - Listed Building application to install a cavity drainage system and sump pump to cellar. Old Hall, Kirkby Lonsdale Road, Over Kellet.

No comments submitted (Minute 20/048)

Part B – Undecided Applications

20/01025/RCN - Use of land as holiday and touring caravan park (pursuant to the removal of condition 2 on planning appeal T/APP/5292/A/82/7780/09 to allow for all year round occupancy). Old Hall Caravan Park, Capernwray Road, Capernwray.

No comments submitted (Minute 20/048)

20/01056/LB - Listed building application for the installation of secondary glazing to all windows. Old Hall, Kirkby Lonsdale Road, Over Kellet.

No comments submitted (Minute 20/048)

20/01083/VCN - Demolition of existing dwelling (C3) and erection of a replacement dwelling (C3) (pursuant to the variation of conditions 2, 4, 5 and 7 on planning permission 19/00930/FUL to amend plans, agree colour of window frame and garage door, change of wording to the landscaping condition and confirmation of foul drainage). West Penwyth, Kirkby Lonsdale Road, Over Kellet.

No comments submitted (Minute 20/058 and 20/072)

20/01152/VCN - Erection of two 2-storey detached dwellings (C3) with associated access (pursuant to the variation of condition 2 and 9 on approved application 18/01207/FUL to make amendments to plot 1 comprising of the conversion of the proposed garage to additional living accommodation, the removal of garage door and installation of replacement window, the addition of first floor patio doors and a juliet balcony, the omission of a window to the side and creation of an additional parking space to the front). Development Land - Plot 1 And 2, Kirkby Lonsdale Road, Over Kellet.

No comments submitted (Minute 20/058)

20/01192/VCN - Erection of a two storey detached dwelling (C3) incorporating balconies with associated access and installation of a package treatment plant (pursuant to the variation of conditions 2,3,4,5, 6 and 8 on approved application 19/01462/FUL to amend the approved plans including alterations to the footprint, the internal layout, window arrangement, the balustrade material, include a chimney and agree details on materials, landscaping, surface water and foul drainage). Land Adjacent To The Willows, Moor Close Lane, Over Kellet.

No comments submitted (Minute 20/058)

20/01193/VCN - Change of use of agricultural land to domestic garden, demolition of existing dwelling and erection of a part single storey and part two storey replacement dwelling incorporating terrace and installation of a package treatment plant (pursuant to conditions 2, 4, 5, 6, 7 and 9 on approved application 19/01555/FUL to widen the garage door, increase the parking and turning area to the front, alter the balustrade material, include a chimney and agree details on materials, landscaping, surface water and foul drainage). The Willows, Moor Close Lane, Over Kellet.

No comments submitted (Minute 20/058)

Part B – Undecided Applications

20/01201/FUL - Change of use of open space to site 3 static caravans, creation of caravan sales area, wetland and amenity areas, including laying of hardstanding, alterations to land levels and erection of retaining walls. Castle View Caravan Park, Borwick Road, Capernwray.

No comments submitted (Minute 20/058)

20/01246/FUL - Erection of 9 dwellings with associated access and alterations to land levels. Land Southwest Of Church Bank Main Road, Over Kellet.

Response submitted objecting to the following aspects of the application:

- a) The future of the beck on the western boundary of the site, and potentially adverse impacts of increased rainwater 'run-off' on drainage systems; and
- b) the impact of the development on the landscape and visual amenity, in particular any impact on views towards and from St Cuthbert's church.

Also to express concerns about the suggestion of an access route being introduced through an area of protected trees on the northern boundary of the site. (Minute 20/072)

20/0243/TCA - Tree works, comprising: T1 (Hazel) - Coppice as part of garden maintenance; T2 & T3 (Hazel) - Pollard as part of garden maintenance; T4 (Rowan) – Fell. Dene Cottage, Kirkby Lonsdale Road, Over Kellet.

No comments submitted (Minute 20/072)

20/01321/FUL - Erection of a single storey rear extension. 12 Greenways, Over Kellet.

No comments submitted (Minute 20/072)