

OVER KELLET PARISH COUNCIL

Minutes of the Meeting held on 9th 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, 12th 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>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>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, 10th June 2020. The Clerk agreed to seek a short extension to enable a full response to be drafted and submitted.</p> <p>Resolved: That a response be submitted expressing concerns or raising questions about the following aspects of the application:</p> <ol style="list-style-type: none">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; and3..Aspects of the proposed Traffic Management Strategy (TMS) and the Construction and Traffic Method Statement (CTMS).
20/00490/VCN	<p>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</p>

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	<p>elevation, repositioning of the external staircase, and alterations to the internal layout and window arrangement). West Penwyth, Kirkby Lonsdale Road, Over Kellet.</p> <p>Resolved: No response to be submitted.</p>
20/00522/FUL	<p>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>Resolved: 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>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>Resolved: No response to be submitted.</p>
20/00396/LB	<p>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>Resolved: No response to be submitted.</p>
20/00537/ADV	<p>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>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>Resolved: 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

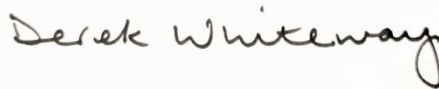
Resolved: that the above accounts be paid.

20/023 DATE & TIME OF NEXT MEETING

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

The meeting closed at 9:10pm

Clerk of the Council



Chairman



Date: 14th July 2020