

OVER KELLET PARISH COUNCIL

Parish Council Meeting to be held at the Over Kellet Village Hall on Tuesday, 13th July 2021, commencing at 7.15pm

Note to Parishioners

The Parish Council has resumed its meetings in the Village Hall and parishioners are welcome to attend. The Village Hall Committee has, however, established limits on the numbers able to use the hall at this point and procedures to meet ongoing Covid restrictions. These will be observed at the meetings.

If parishioners have any comments or questions to raise on an agenda item, they are encouraged to do so in writing to the Clerk at clerk@overkelletpc.org

AGENDA

- 1. Apologies.**
- 2. Minutes of the Meeting held on Tuesday, 8th June 2021** (attached).
- 3. Declarations of Interest.**
- 4. Planning Applications.** To consider and comment on new planning applications received since the last meeting, as set out below (substantive matters are **set out in blue**):

Application No:	Description
21/00534/FUL	Construction of a raised roof to existing outbuilding, erection of rear and side extensions and construction of a balcony forming a part single storey part two storey outbuilding to create ancillary accommodation in association with Hobson House. Hobson House, Hobsons Lane, Capernwray. Deadline for comments – 2nd July 2021 – no comments submitted
21/0118/TCA	x1 Walnut - Crown lift, and reduce crown height and spread by 25% leaf cover. Greenbank Farm, Kellet Road, Over Kellet. Deadline for comments – 9th July 2021 – no comments submitted
21/00517/FUL	Demolition of existing bungalow and erection of a replacement dwelling (C3), and change of use of agricultural land to residential land in association with Leapers Rock. Leapers Rock, Kellet Road, Over Kellet. Deadline for comments – 14th July 2021
21/00654/LB	Listed building application for the partial demolition of rear outrigger, structural remedial works to external walls, re-pointing of stonework and removal and rebuilding of south west stone wall. 1 Old Hall Farm, Kirkby Lonsdale Road, Over Kellet. Deadline for comments – 21st July 2021

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Application No:	Description
21/00561/FUL	<p>Change of use of land for the siting of 42 static caravans to replace 45 touring caravans and the creation of an amenity area at Maggots Woodland. Castle View Caravan Park, Borwick Road, Capernwray.</p> <p style="border: 1px solid black; padding: 2px;">Deadline for comments – 27th July 2021</p>

5. **Planning Authority Decisions.** To receive an update on previously considered applications. Clerk's report attached.
6. **Lengthsman Contract.** To review progress with deliberations regarding the future management of the Lengthsman contract.
7. **Replacement Tree Planting Programme.** To consider the latest update and proposals for planting seven trees in the parish following the removal of three lime trees adjacent to Hall Garth Gardens (email and plan from the County Council attached)
8. **Carnforth Town Council Neighbourhood Development Plan.** To consider an invitation to comment on the Town Council's draft NDP.
9. **Parish Plan.** To consider progress on implementing the Parish Plan.
10. **Public Discussion and Update Reports.** 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

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

Payee & Detail	£
Over Kellet Village Hall – Hire of meeting room, 8 th June 2021	14.00
Mike Ashton, Lengthsman – Services for weeks 9-13, 2021/22	322.46
Derek Whiteway, Parish Clerk - Salary and Expenses, June 2021	184.85
HMRC – PAYE, June 2021	41.80

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

Derek Whiteway
Parish Clerk
7th July 2021

Tel: 01524 64908
Email: clerk@overkelletpc.org

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 8th June 2021 at 7.15pm

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

In attendance: Peter Clinch (Over Kellet View) and 4 members of the public.

21/028 APOLOGIES FOR ABSENCE:

Apologies for absence were received from County Councillor Phillippa Williamson.

21/029 MINUTES OF THE MEETING HELD ON TUESDAY, 18th MAY 2021

It was **RESOLVED** that the Minutes of the Annual Meeting of the Parish Council, held on **Tuesday, 18th May 2021** be approved and signed without further amendment.

Matters Arising:

- 1) **Minute 21/025(3) - Footpath between Kirkby Lonsdale Road, Kirklands and Nether Kellet Road (1-24-FP9)**

The Clerk reported that he had spoken to the owner of the property from which rainwater was draining onto the footpath, and had agreed that he would consult the Lengthsman about possible remedies.

- 2) **Verge damage at the Millennium Stone.**

The Clerk reported that no further information had been forthcoming about the damage, or any subsequent inspection by County Highways.

21/030 DECLARATIONS OF INTEREST:

No further declarations or changes to existing declarations were made.

21/031 THE KELLETS TWINNING ASSOCIATION

Councillors debated the outstanding nomination of a Parish representative for 2021/22 to the Kellets Twinning Association. Following discussion, it was agreed that the Clerk should contact the Association to check on its current position and planned activity and whether a representative must be a member of the Parish Council.

Agreed: The Clerk will contact the Kellets Twinning Association to check on its current position and planned activity and whether an Over Kellet representative must be a member of the Parish Council.

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21/032 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
21/00543/FUL	<p data-bbox="547 450 1390 562">Erection of 20 holiday chalets with associated access, car parking, landscaping and installation of a package treatment plant. Jackdaw Quarry Capernwray Road Capernwray.</p> <p data-bbox="547 602 1453 983">Councillor Johnson provided a verbal report into his own recent work surveying the traffic attending Jackdaw Quarry and talking to the Diving Centre. Cllr Johnson reported that The Diving Centre had made arrangements to limit traffic queueing issues by opening the gates 30 minutes before the official opening time, or earlier if necessary. The proposed development included plans for the installation of a third gateway for use by residents, to limit any conflicts. Regarding the proposed package treatment plant, Cllr Johnson reported that this appeared similar to the existing facility and he was satisfied that it should cover the site's needs.</p> <p data-bbox="547 1025 1453 1216">Councillor May referred to ecological considerations at the site (a Biological Heritage Site), noting that the Greater Manchester Ecology Unit (GMEU) had submitted a response commenting that the site was already severely degraded and asking for a more detailed scheme to be submitted.</p> <p data-bbox="547 1258 1437 1449">Following discussion, Councillors resolved that a response be submitted reiterating concerns over the impact on the Parish of incremental increases in the number of caravans and holiday homes and supporting the conclusions and comments made by the GMEU regarding ecological issues.</p> <div data-bbox="560 1487 1442 1686" style="border: 1px solid black; background-color: #fce4d6; padding: 5px;"> <p data-bbox="571 1496 1374 1682">Resolved: a response is to be submitted reiterating concerns over the impact on the Parish of incremental increases in the number of caravans and holiday homes and supporting the conclusions and comments made by the GMEU regarding impacts on the Biological Heritage Site.</p> </div>
20/01072/REM, 20/01073/FUL, 20/01220/VCN	<p data-bbox="547 1722 1361 1758">Land South East of Church Bank, Church Bank, Over Kellet.</p> <p data-bbox="547 1780 1437 2011">Councillor May reported that the applicants had recently submitted several new documents including applications for the discharge of conditions on the original outline application 16/01572/OUT. Cllr May expressed concern that this practice could possibly by-pass the Council's Planning Regulatory Committee's consideration of the full suite of applications.</p> <p data-bbox="547 2031 1437 2101">Regarding issues over 'The Dub', a District Level Licensing Certificate from Natural England had been submitted stating that the</p>

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development would result in the loss of only a small percentage of the current pond and that compensation figure of around £3,000 was required. Councillor May commented that the documents submitted appeared to suggest that the originally proposed 'buffer area' for the pond was likely to be used for excess drainage.

Following discussion, Councillors resolved that a letter be submitted to the City Council expressing concerns over the way in which the development and applications are being progressed and the potential impacts on groundwater levels.

Resolved: a letter is to be submitted to the City Council expressing concerns over the way in which the development and applications are being progressed and the potential impacts of current plans on groundwater levels at the site.

21/033 UPDATE ON PREVIOUS PLANNING APPLICATIONS

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

21/034 LENGTHSMANS CONTRACT

The Clerk reported that correspondence had been received from the Locum Clerk of Bolton-le-Sands Parish Council (BLSPC) indicating that the Council had decided to terminate the current contract for Lengthsman services. The contract covers arrangements for the provision of Lengthsman services to BLSPC and to both Over Kellet (OKPC) and Nether Kellet (NKPC) Parish Councils. The Clerk advised that no prior consultation had taken place about this move.

The Lengthsman, Mike Ashton provided an explanation of how the scheme has worked, with BLSPC being the lead Council, managing both payments to the Lengthsman and annual re-charges to OKPC and NKPC.

The Clerk advised that, under the circumstances created by BLSPC's decision, the Lengthsman would not be paid by BLSPC for any work undertaken in OKPC after the end of week 3 (25th April 2021). The Clerk had therefore asked the Lengthsman to submit his invoice for weeks 4 to 8, covering the period from 26th April to 30th May 2021.

The Clerk also advised that under the scheme as operated in recent years, BLSPC would owe OKPC a refund of £777 for the previous year. Future arrangements regarding Lengthsman costs previously invoiced by BLSPC to Lancaster City also needed to be resolved.

Following discussion, Councillors agreed in principle that a separate contract with the Lengthsman should be established for his work in the parish, details to be subject to resolution with BLSPC of the outstanding matters reported by the Clerk.

Resolved: That an in-principle decision is made to establish a direct contract for services with the parish's current Lengthsman, the details to be subject to resolution with BLSPC of outstanding matters relating to the current contract and previous year's funding. Councillors also resolved that the Lengthsman's invoice for weeks 4-8 of the current year be paid.

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21/035 PARISH PLAN

(1) **Information Plaques**

The Chairman advised that he had yet to make arrangements for an official unveiling of the Goosegate plaque.

(2) **SpID**

The Clerk and Councillor Metcalfe advised that they were planning to gather and examine the most recent data recorded by the Kirkby Lonsdale SpID to inform the drafting of a letter to the Lancashire Road Safety Partnership.

Action: The Clerk and Councillor Metcalfe will prepare a letter to the Lancashire Road Safety Partnership

21/036 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:

REPORTS FROM MEMBERS OF THE PUBLIC:

- (1) **Fallen footpath signpost.** A resident reported that the footpath signpost at the Nether Kellet Road end of footpath 1-24-FP9 was on the ground. The Clerk advised that he had noticed this and taken photos and was planning to report the matter to the County Council's Public Rights of Way (PRoW) Team.

Action: The Clerk is to report the displaced signpost to the County Council PRoW Team.

- (2) **Village Pump.** A resident enquired about the condition of the village pump. It was agreed that the Lengthsman would be asked to attend to any necessary work.

Action: The Lengthsman will be asked to attend to any work necessary to restore the condition of the village pump.

- (3) **Newly designated section of footpath 1-24-FP1 (adj The Former Chicken Sheds).** Councillor Metcalfe questioned where responsibility lay for hedge trimming along the newly designated section of the footpath to the rear of the ongoing housing development. It was agreed that the Lengthsman should be asked to trim this section of the hedgerow.

Action: The Lengthsman will be asked to attend to trim the hedgerow along the newly designated section of footpath 1-24-FP1.

- (4) **'Wilding' of the Village Green.** A resident enquired as to the position regarding a previous decision to allow the 'wilding' of a section of the Village Green. Following discussion, it was agreed that a small area behind the shelter on the south-eastern section of the village green would be marked out and left to grow wild. Councillor Johnson advised that orchids had reappeared on the section outside the Village Store in the same location as last year.

Further discussion took place about the maintenance of the Top Green. The Lengthsman explained that not cutting the grass at all would eventually cause the

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orchids to disappear and advised that trimming during June would be the appropriate course of action.

Resolved: That a small area behind the shelter on the south-eastern section of the village green will be marked out and left to grow wild.

- (5) **Kirkby Lonsdale Road surface.** A resident commented on the dips in the road left following work undertaken by United Utilities adjacent to the fire hydrant. The Clerk and Councillor Metcalfe advised that they were liaising to report this matter to the County Council.

Action: The Clerk and Councillor Metcalfe will liaise in reporting the uneven road surface to the County Council.

- (6) **Potholes on Nether Kellet Road.** A resident reported that potholes had developed on the Nether Kellet Road in the vicinity of Kirk House. Councillor Metcalfe advised that she was aware of the potholes and would report them on the County Council website.

Action: Councillor Metcalfe will investigate the potholes and report the matter on the County Council website.

- (7) **Surveying activity on The Craggs.** A resident reported that he had observed people apparently surveying/inspecting land on the Craggs and that there had been rumours of an application to build 15 houses. Following discussion, Councillors agreed that a Freedom of Information (FOI) request should be submitted to the City Council asking for details of any pre-application advice applied for and given.

Action: The Clerk will submit a FOI request to the City Council for details of any pre-application advice applied for and given in respect of the land in question.

CLERK'S REPORT:

- (8) Nothing further to report.

MEMBERS' REPORTS:

- (9) **LALC.** Nothing to report.
- (10) **Quarries.** Councillor Johnson advised that a Quarry Liaison meeting was scheduled for 14th June 2021.
- (11) **Allotments.** Nothing to report.
- (12) **Village Hall.** Nothing further to report.
- (13) **B4RN.** Nothing to report.
- (14) **Lengthsman.** Nothing further to report.
- (15) **Other Matters.**

No further matters were raised.

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CITY AND COUNTY COUNCILLORS' REPORTS:

(16) No additional reports were received.

21/037 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – Hire of meeting room, May 2021	14.00
Mike Ashton – Lengthsman Services, May 2021 (See Minute 21/034)	90.00
Derek Whiteway, Parish Clerk - Salary and Expenses, May 2021	167.06
HMRC – PAYE May 2021	41.80

Resolved: that the above accounts be paid.

21/038 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 13th July 2021 at Over Kellet Village Hall, 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 June – July 2021

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
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.	Application Permitted

Part B – Undecided Applications
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)
20/01025/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)

Part B – Undecided Applications

20/01072/REM Reserved matters applications for the erection of 15 dwellings. Land South East of Church Bank, Church Bank, Over Kellet.

20/01073/FUL Erection of 7 dwellings and associated access road. Land South East of Church Bank, Church Bank, Over Kellet.

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.

A response was submitted objecting to all three of the applications covering the following areas of objection (Min 20/083):

- a) ground conditions and drainage issues;
- b) ecological impacts;
- c) traffic and access impacts; and
- d) housing need in the village.

A letter was submitted to the City Council expressing concerns over the way in which the development and applications are being progressed and the potential impacts of current plans on groundwater levels at the site. (Minute 21/032)

20/01154/FUL - Erection of a replacement stable and storage building. Pastordale Farm, Kellet Lane, Over Kellet.

No comments submitted (Minute 20/083)

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)

Part B – Undecided Applications

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 gallows 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

No comments submitted (Minute 20/083)

20/01373/FUL - Change of use of agricultural land to site 27 static caravans with alterations to land levels, creation of an access track, amenity areas, hardstandings and installation of a package treatment plant. New England Caravan Park, Capernwray Road, Capernwray, Carnforth.

No comments submitted (Minute 20/092)

20/01462/FUL - Demolition of two existing stable buildings and erection of three single storey buildings for use as office (Class E) and training facilities (Class F1) with staff facilities building and stable block. Addington Lodge Addington Road Nether Kellet.

Response submitted expressing concerns over the apparently commercial development in a rural setting and the potential for this to lead to further development in the future, not only of this particular site, but the overall business including the adjacent chicken farm. Also, concerns relating to sustainability issues and traffic impacts (Minute 20/092).

20/01463/FUL - Erection of a part two storey, part single storey, front, side and rear extension and erection of a detached garage. 15 Church Bank, Over Kellet.

No comments submitted (Minute 20/092)

21/00076/FUL - Change of use of land for the siting of seven static caravans with associated amenity space and landscaping. Redwell Caravan Park, Kirkby Lonsdale Road, Arkholme.

No response to be submitted (Minute 20/101).

21/00105/FUL - Erection of a two storey detached dwelling house (C3). Land Adjacent Hill Top Farm, Kellet Road, Over Kellet.

Response submitted making no objection in principle to the application but expressing concerns over the proposed disposal of all surface water via the mains sewer (Minute 20/101)

21/00116/VCN - Erection of a block of five stables and farm office block (pursuant to the variation of conditions 3 and 6 of planning permission 12/00505/FUL to amend plans and change the wording of the use of the buildings condition). Addington Lodge, Addington Road, Nether Kellet.

Subject to further research by the Clerk and Councillor Metcalfe to confirm the details of the application, a response be submitted objecting to any further commercial development at the site (Minute 20/101). Subsequently confirmed that no response should be submitted.

Part B – Undecided Applications

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, as amended by 94/00002/FUL). Old Hall Caravan Park, Capernwray Road, Capernwray.

No response to be submitted (Minute 21/004).

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 response to be submitted (Minute 21/004).

21/00363/FUL - Relevant demolition of existing lean to, outriggers and agricultural buildings and change of use and conversion of existing barns to 5 dwellings (C3), installation of rooflights, replacement windows/doors, erection of detached garages, with associated access, parking and landscaping and erection of boundary walls, gates and fence. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.

No response to be submitted (Minute 21/021).

21/00358/LB - Listed building application for removal of internal walls, works to partition walls, construction of replacement roof, alterations to existing openings, replacement window cills, installation of glazed entrance, installation of replacement windows/doors, reinstate first floor window, removal of concrete floor, installation of concrete floor, installation of steel frame, timber floor, insulated concrete slab, cast iron gutters, repointing, stonework, removal of external stairs, installation of rooflights, demolition of existing lean to, outriggers and outbuildings, erection of detached garages, erection of boundary walls, gates and fence and retrospective installation of steel frame, replacement roof, replacement leadwork, lime pointing and ridge, removal of internal wall, removal of suspended timber first floor, installation of replacement windows/doors and rooflights. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.

No response to be submitted (Minute 21/021).

21/00443/FUL - Construction of a manège with altered land levels and associated hardstanding. Stables on Field Number 0045, Capernwray Road, Capernwray.

No response to be submitted (Minute 21/021).

21/00543/FUL - Erection of 20 holiday chalets with associated access, car parking, landscaping and installation of a package treatment plant. Jackdaw Quarry Capernwray Road Capernwray

A response is to be submitted reiterating concerns over the impact on the Parish of incremental increases in the number of caravans and holiday homes and supporting the conclusions and comments made by the GMEU regarding impacts on the Biological Heritage Site. (Minute 21/032)



Derek Whiteway <clerk@overkelletpc.org>

RE: Over Kellet Suggested Tree Locations

Holmes, Matthew <Matthew.Holmes@lancashire.gov.uk>

9 June 2021 at 09:46

To: "clerk@overkelletpc.org" <clerk@overkelletpc.org>, "djohnson.okpc@gmail.com" <djohnson.okpc@gmail.com>, "gcagnev.okpc@gmail.com" <gcagnev.okpc@gmail.com>

Cc: "Williamson, Phillippa (Cllr)" <Phillippa.Williamson@lancashire.gov.uk>

Good Morning,

As discussed at the meeting on Friday see attach plan with red lines to indicate suitable areas of highway verge to consider for the planting of 7 semi mature trees within the Over Kellet Parish.

There is a fairly limited amount of suitable highway verge within the parish, I have not highlighted the section of verge between Electric Drive & the static caravan transfer/ storage site as this provides a sight line to the east for vehicles emerging onto Kellet Road.

There is no stipulation for the trees to be of specific species but see below some suggested of some spices to consider;

Ash, Beach, Roawn, Cheery, Lime, Silver Birch.

If you let me know when the parish has considered the options and either provide me with the detail or if require a limited meeting can be held to then put forward the proposals, confirm and look towards implementation.

Regards,

Matthew Holmes

Operations Engineer

Highways and Transport

Lancashire County Council

T: 01772 538169

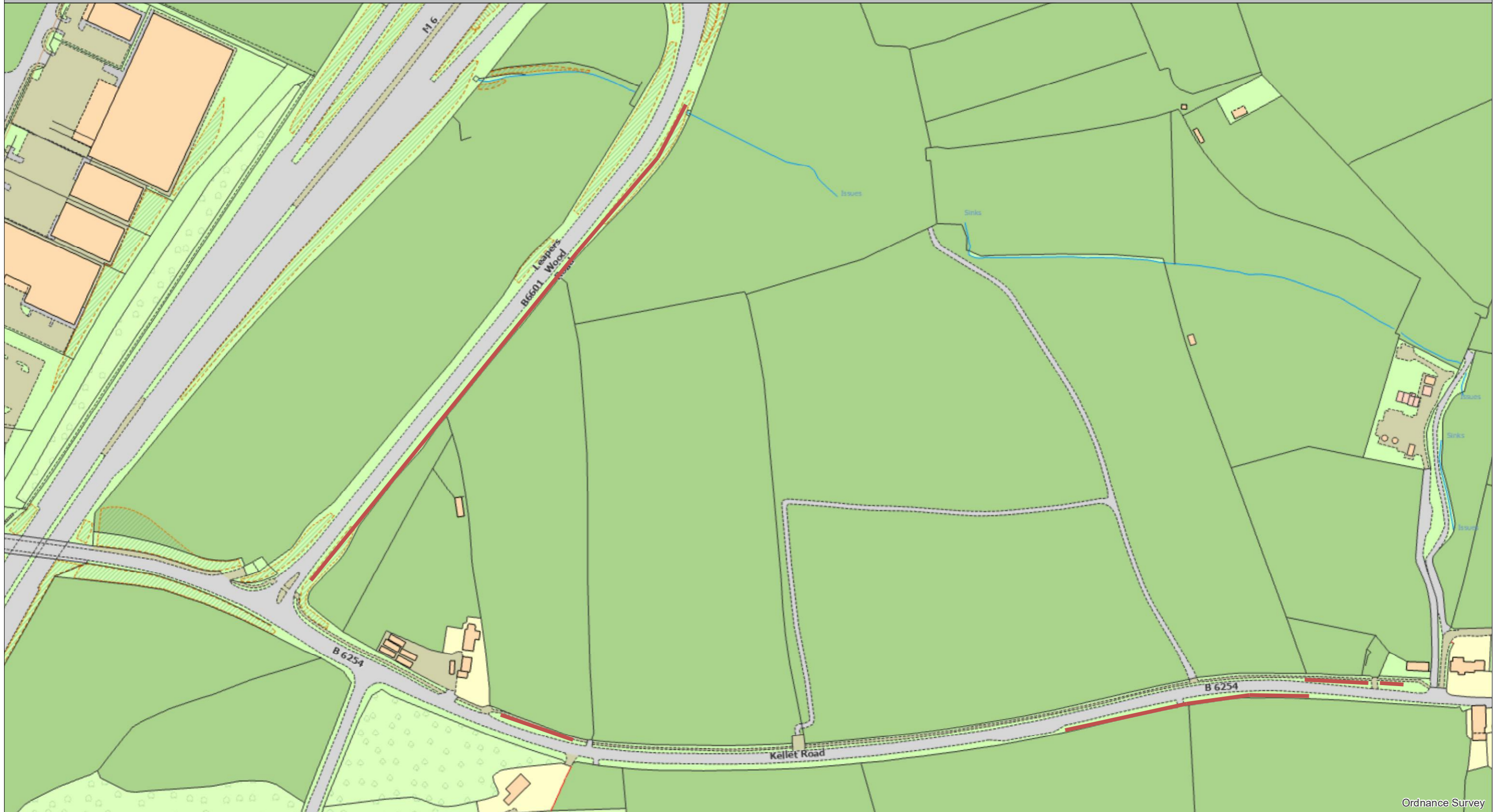
M: 07557030676

W: www.lancashire.gov.uk

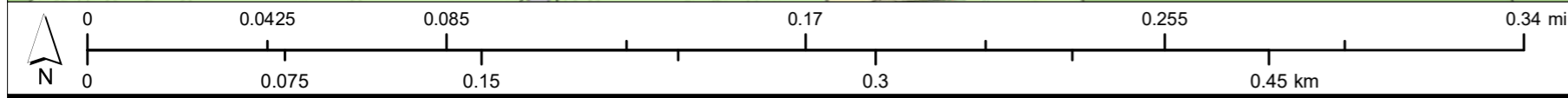
Lancashire Map

Author:

Date Created: 09/06/2021



Ordnance Survey



Map Scale: 1:2,500
Map Centre: 351,216 470,190