

OVER KELLET PARISH COUNCIL

Parish Council Meeting to be held at the Over Kellet Village Hall on
Tuesday, 9th November 2021, commencing at 7.15pm

A G E N D A

1. **Apologies.**
2. **Minutes of the Meeting held on Tuesday, 12th October 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
21/00973/FUL	Change of use of agricultural land to garden in association with Swarthbeck Barn and erection of single storey storage building. Swarthbeck Barn, Capernwray Road, Capernwray. Deadline for comments – 4 th November 2021
21/00990/FUL	Creation of a new access point and track and erection of a gate and timber fence. Field Number 4266 Kirkby Lonsdale Road Over Kellet Deadline for comments – 4 th November 2021
21/0206/TCA	x3 Ash Trees - Fell due to ash dieback. Wilson Lodge Nether Kellet Road Over Kellet. Deadline for comments – 17 th November 2021

5. **Planning Authority Decisions.** To receive an update on previously considered applications. Clerk's report attached.
6. **Remembrance and Christmas 2021.** To consider and confirm arrangements for community events at Remembrance in November and over the 2021 Christmas period.
7. **Parish Plan.** To consider progress on implementing the Parish Plan.
8. **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

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4. Report of District and County Councillors

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

Payee & Detail	£
Mike Ashton, Lengthsman – Services for weeks (to be received)	tbc
Over Kellet Village Hall – Room hire on 12/10/21	14.00
Derek Whiteway, Parish Clerk - Salary and Expenses, October 2021	170.80
HMRC – PAYE, October 2021	41.80

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

Derek Whiteway
Parish Clerk
3rd November 2021

Tel: 01524 64908
Email: clerk@overkelletpc.org

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Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 12th October 2021 at 7.15pm

Present: Councillor Graham Agnew – Chairman
Councillors Derek Johnson and Jean Metcalfe.
Derek Whiteway (Parish Clerk)

In attendance: Peter Clinch (Over Kellet View) and 6 members of the public.

21/062 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillor Martin May and County Councillor Phillippa Williamson.

The Chairman read out an email received from City Councillor Stuart Morris explaining his circumstances and constraints regarding attendance at Parish Council meetings. Councillors asked that the Clerk contact the City Council's Democratic Services to clarify what support the Parish Council should reasonably expect from its City Councillor.

Action: The Clerk will contact the City Council's Democratic Services to clarify what support the Parish Council should reasonably expect from its City Councillor.

21/063 MINUTES OF THE MEETING HELD ON TUESDAY, 14th SEPTEMBER 2021

It was **RESOLVED** that the Minutes of the Meeting of the Parish Council, held on **Tuesday, 14th September 2021** be approved and signed without further amendment.

Matters Arising:

1) Minute 21/052(1) - Speed Indicator Device

The Clerk reported that he had received an email from the recently appointed Chair of the Lancashire Road Safety Partnership, who had offered to attend a future meeting of the Parish Council to discuss traffic and speed concerns. Councillors agreed that an invitation should be extended to the LRSP Chair to attend a forthcoming meeting.

Action: The Clerk will reply to the LRSP Chair to arrange his attendance at a future meeting of the Parish Council, preferably in either November or December 2021.

2) Minute 21/052(2) - Fallen footpath signpost.

No further developments.

3) Minute 21/052(3) - Village Pump.

No further developments.

4) Minute 21/052(4) - Kirkby Lonsdale Road surface.

Councillor Metcalfe advised that no further work had been carried out on the sunken surface of the road.

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Action: The Clerk will follow up with Lancashire County Highways on the request for repairs to this stretch of road.

5) Minute 21/052(6) - Surveying activity on The Craggs.

Nothing further to report.

6) Minute 21/052(7) – Replacement Tree Planting Programme

The Charman advised that no further information had been received from Lancaster City Council regarding the replacement trees at Hall Garth Gardens. A response to Lancashire County Council regarding planting locations for 7 other trees was still to be drafted.

Action: Councillors Agnew and Johnson will draft a response to the County Council suggesting sites for the replacement trees.

7) Minute 21/052(8) – Construction vehicles at West Penwyth

Councillor Metcalfe reported that the Kirkby Lonsdale road was being dug up again near the site. It was understood that this work related to street lights which were not currently working.

8) Minute 21/052(9) – Mere Fell House – Offer of assistance

Councillors asked the Clerk to write to Mere Fell House thanking them for having painted the recreation shelter,

Action: The Clerk will write to Mere Fell House, thanking them for having painted the recreation shelter.

9) Minute 21/052(12) – missing 30mph road sign on the B6254 Kellet Road

It was reported that the missing sign had not yet been replaced.

Action: Councillor Metcalfe will liaise with County Councillor Williamson to follow up on the missing speed limit sign.

10) Minute 21/057 – Lengthsman Contract

The Clerk reported that all negotiations had now been completed with Bolton Le Sands Parish Council and a cheque for £980 was awaited, being the refund of unused funding from 2020/21.

11) Minute 21/059(1) - Ash dieback disease.

The Clerk reported that ash dieback surveying work had recently been carried out in the Parish by Lancaster City Council and he had requested that any results be shared with the Parish Council.

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12) Minute 21/059(3) - Public Footpath at Craggs Hill

Councillor Metcalfe confirmed that the Lengthsman is to investigate repairs required to the footpath.

13) Minute 21/059(4) - Grass Cuttings at Top Green

Councillor Metcalfe reported that she had asked the Lengthsman to dispose of grass cuttings at the allotments following Cllr Atkins suggestion but that the arrangements had not been made on site by the time of his first visit.

Action: Councillor Atkins to follow up on arrangements at the allotments.

14) Closure of the Village Shop and Post Office

Outreach Post Office Service. It was reported that a final decision had not yet been made regarding the operation of an outreach Post Office service. Village Hall trustees reported that they were proposing a small hourly room hire charge to the service. Councillors discussed whether it would be possible for the Parish Council to support this initiative by providing funding to cover the room hire cost. The Clerk advised that the legal position regarding such an arrangement would have to be confirmed.

Resolved: That the Parish Council agrees in principle to provide funding support to enable the outreach Post Office service to operate from the Village Hall, subject to:

- a) Confirmation of the Parish Council's powers to make the proposed arrangements;
- b) Detailed agreement of the terms of the outreach service; and
- c) Agreement of a review date for the agreement.

Parish Council Noticeboard. Councillor Metcalfe reported that she had instructed the lengthsman to make arrangements to relocate the existing noticeboard from the former shop wall to the recreation shelter. This would be done working closely with the resident who had made the board.

15) Road and Site Lighting, Porsche Garage

Following further discussion of this matter, it was agreed that the street lighting issue should be followed up with County Councillor Williamson and that a letter should be sent to the Porsche Garage questioning the current level of on-site lighting.

Agreed: The Clerk will write to the Porsche Garage questioning the need for current levels of on-site lighting.

21/064 DECLARATIONS OF INTEREST:

No further declarations or changes to existing declarations were made.

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21/065 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
21/01090/FUL	<p>Demolition of existing stable and erection of a stable and storage building. Pastordale Farm Kellet Lane Over Kellet.</p> <p>Resolved: No response is to be submitted.</p>
21/01120/ELDC	<p>Existing lawful development certificate for 3 silos. Lower Addington Farm Birkland Barrow Road Nether Kellet.</p> <p>The Clerk advised that County Councillor Williamson had queried with the City Council the validity of this application, given that a previous ELDC application for the retention of 5 silos had been refused and lost at appeal.</p> <p>Resolved: No action to be taken.</p>
SCP/2021/0001	<p>Scoping request for the deepening of quarry operations, extension to existing phased extraction area and extension of time for quarrying and restoration operations. Back Lane Quarry, Back Lane, Carnforth.</p> <p>Resolved: A response is to be submitted stating that the Parish Council is aware of the proposals and will aim to feed in to the Environmental Impact Assessments.</p>
SCP/2021/0002	<p>Scoping request for the deepening of quarry operations, extension to existing phased extraction area and extension of time for quarrying and restoration operations. Leapers Wood Quarry, Kellet Road, Carnforth.</p> <p>Resolved: A response is to be submitted stating that the Parish Council is aware of the proposals and will aim to feed in to the Environmental Impact Assessments.</p>
21/01218/FUL	<p>Demolition of existing garage, erection of an agricultural workers dwelling (C3) and installation of a package treatment plant. Hoggetts Lane Farm, Kirkby Lonsdale Road, Over Kellet.</p> <p>Resolved: No response is to be submitted</p>
21/00705/OUT	<p>Outline application for the development of one agricultural workers dwelling and sewage treatment plant. Field At Grid Reference 351950 471570. Netherbeck.</p> <p>Resolved: No response is to be submitted</p>

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21/066 UPDATE ON PREVIOUS PLANNING APPLICATIONS

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

A resident thanked the Parish Council for responding to the recent application for the extension of the gateway on Nether Kellet Road (21/01012/FUL) and provided an update on recent activity and issues that had been raised by residents with the Planning Team.

21/067 REMEMBRANCE AND CHRISTMAS 2021

Remembrance

The Clerk reported that the Parish Council's wreath had now been ordered and would be delivered to the Chairman. Councillors agreed that an additional contribution should be made, bringing the overall donation to the Poppy Appeal to £55, as in the previous year.

Resolved: That a total donation of £55.00 be made to the Poppy Appeal, including the cost of the Parish Council's wreath.

Christmas 2021

Following discussion, it was agreed that the assistance provided by David Walling in 2020 with the installation of the Christmas tree had been invaluable and should be requested again this year.

Resolved: That the Clerk will write to Aggregate Industries to formally request the provision of a Christmas tree, as per previous arrangements. Councillors Agnew and Metcalfe will contact David Walling to request assistance with the installation of the tree.

21/068 PARISH PLAN

(1) Information Plaques

Councillor Metcalfe had received a brief history of Mill Beck, where flax and hemp were once washed. This had been written by the resident who suggested it might be suitable for an information plaque. Councillor Metcalfe felt that the site could be problematic and hazardous to pedestrians and advised that further discussion and consideration was needed.

21/069 ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES: REPORTS FROM MEMBERS OF THE PUBLIC:

(1) Overgrowth on Public Footpath

A resident reported that hedgerows bordering the footpath to the rear of Kirklands Road were badly overgrown. It was agreed that a reminder regarding their responsibilities should be issued to the relevant householders on Kirklands Road and a general message included in Over Kellet View.

Action: The Clerk will draft a reminder to relevant householders on Kirklands Road regarding the overgrowth.

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(2) **Dog Fouling in the School Playground**

The Clerk reported that a resident had copied the Parish Council into a complaint made to the City Council about dog fouling that had occurred in the school's playground. It was agreed that the matter should be monitored.

(3) **Ash Dieback**

A resident reported concerns over a very large ash tree straddling the border between the Leapers Wood Quarry and the adjacent field where the public footpath enters the quarry land. The resident believes that the tree has stage 3 ash dieback disease.

Following discussion, Councillors agreed to investigate whether the resident's concerns were valid and whether the quarry had any plans to deal with the tree. The resident suggested that, if the tree had to be removed, the viewpoint would make a nice location for a seat.

Action: Councillor Johnson will consult the quarry management about the tree. If necessary, the Clerk will enquire whether the tree was covered by the recent ash dieback survey.

CLERK'S REPORT:

(4) **Invitations to events**

The Clerk advised of several recently received invitations. It was agreed that the Chairman and Councillor Metcalfe would aim to attend the County Council's Parish and Town Council Conference on Saturday, 13th November 2021

Agreed: Councillors Agnew and Metcalfe will aim to attend the County Council's Parish and Town Council Conference on Saturday, 13th November 2021.

MEMBERS' REPORTS:

(5) **LALC.** Nothing to report.

(6) **Quarries.** Councillor Johnson advised that the plans being developed by the two quarries would increase their depth by 67 metres and would seek to extend their life until the end of 2065. It was stressed that the level of HGV traffic would not change. The quarries would, in due course, hold a public exhibition on the plans.

Councillor Johnson was preparing a household survey regarding noise, vibration and dust impacts to inform the Parish Council in responding to the proposals before the public exhibition.

(7) **Allotments.** Nothing to report.

(8) **Village Hall.** It was confirmed that the Parish Council's meeting on 14th December would be held at the school instead of the Village Hall.

(9) **B4RN.** Nothing to report.

(10) **Lengthsman.** Nothing further to report.

(11) **Other Matters.** None raised.

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CITY AND COUNTY COUNCILLORS' REPORTS:

(12) No further reports had been received

21/070 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – Room hire on 14/09/21	14.00
Derek Whiteway, Parish Clerk - Salary and Expenses, September 2021	167.06
HMRC – PAYE, September 2021	41.80
Poppy Appeal – Wreath and donation (minute 21/067 refers)	55.00

The Clerk reported that he had not yet received an invoice from the Lengthsman for September 2021. Councillors agreed that, if an invoice is received from the Lengthsman in the next few days, this be added to the approved list, subject to confirmation by the Clerk, and Councillors Agnew and Metcalfe.

Resolved: That the above accounts are approved for payment and authority delegated to the Clerk and Councillors Agnew and Metcalfe to approve an invoice if submitted by the Lengthsman.

21/071 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 9TH November 2021 at Over Kellet Village Hall, commencing at 7.15pm.

The meeting closed at 9.00pm

Clerk of the Council

Chairman

Date:

Agenda Item: 5

Planning Application Comments & Decisions

Update for October – November 2021

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
No updates found		

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)

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 inter-related 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)

20/01201/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)

Part B – Undecided Applications

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).

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.

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).

Part B – Undecided Applications

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)

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.

No response to be submitted (Minute 21/042).

21/00561/FUL - 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.

No response to be submitted (Minute 21/042).

21/00705/OUT: Outline application for the development of one agricultural workers dwelling and sewage treatment plant. Field At Grid Reference 351950 471570. Netherbeck.

Resolved: No response is to be submitted (Minute 21/054).

20/00741/FUL: Change of use of car park for the siting of two timber pods for use as holiday lets in association with Red Well Inn with associated landscaping and parking and installation of a package treatment plant. Redwell Inn, Kirkby Lonsdale Road, Arkholme.

Resolved: No response is to be submitted (Minute 21/054).

Part B – Undecided Applications

21/00723/FUL: Demolition of existing conservatory at first floor level, erection of a first floor rear extension and construction of elevated walkway incorporating balustrade. 8 Woodlands View, Over Kellet.

Resolved: No response is to be submitted (Minute 21/054).

21/01042/ADV: Advertisement application for the display of two non-illuminated freestanding signs and two flagpoles. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.

Resolved: A response had been submitted objecting to the proposed size and location of the advertising panels and flag poles (Minute 21/054).

21/0160/TPO: x5 Common Ash - Crown lift. x2 Hazel – Prune. Land Off Nether Kellet Road, Over Kellet.

Resolved: A response had been submitted objecting to the extent of the proposed pruning work (Minute 21/054).

21/00543/FUL: Erection of 19 holiday chalets with associated access, car parking, landscaping and installation of a package treatment plant (revised plans). Jackdaw Quarry, Capernwray Road, Capernwray.

The Parish Council had submitted comments on an earlier version of this application, for 20 holiday chalets. Councillors felt that no further response was required.

Resolved: No response is to be submitted (Minute 21/054).

21/01012/FUL: Partially retrospective application for the widening of an existing access and erection of a gate. Land Off Nether Kellet Road Over Kellet.

Councillors and residents expressed concerns over the nature of this retrospective application and the accuracy of details included in the planning documents.

Resolved: A response is to be submitted expressing concerns that the work done is not to the specification set out in the application and requesting that this be remedied. Specifically, that: a) the original stone gate columns should be replaced as intended, and b) lime mortar has not been used in the construction of the wall, as claimed in the application. The Parish Council also seeks further reassurance that the track to the development will be reinstated as planned. (Minute 21/054).

21/01090/FUL Demolition of existing stable and erection of a stable and storage building. Pastordale Farm Kellet Lane Over Kellet.

Resolved: No response is to be submitted. (Minute 21/065).

21/01120/ELDC Existing lawful development certificate for 3 silos. Lower Addington Farm Birkland Barrow Road Nether Kellet.

Resolved: No action to be taken. (Minute 21/065).

Part B – Undecided Applications

SCP/2021/0001 Scoping request for the deepening of quarry operations, extension to existing phased extraction area and extension of time for quarrying and restoration operations. Back Lane Quarry, Back Lane, Carnforth.

Resolved: A response is to be submitted stating that the Parish Council is aware of the proposals and will aim to feed into the Environmental Impact Assessments. (Minute 21/065).

SCP/2021/0002 Scoping request for the deepening of quarry operations, extension to existing phased extraction area and extension of time for quarrying and restoration operations. Leapers Wood Quarry, Kellet Road, Carnforth.

Resolved: A response is to be submitted stating that the Parish Council is aware of the proposals and will aim to feed into the Environmental Impact Assessments. (Minute 21/065).

21/01218/FUL Demolition of existing garage, erection of an agricultural workers dwelling (C3) and installation of a package treatment plant. Hoggetts Lane Farm, Kirkby Lonsdale Road, Over Kellet.

Resolved: No response is to be submitted. (Minute 21/065).

21/00705/OUT Outline application for the development of one agricultural workers dwelling and sewage treatment plant. Field At Grid Reference 351950 471570. Netherbeck.

Resolved: No response is to be submitted. (Minute 21/065).