

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 14th June 2022 at 7.15pm

Present: Councillor Steven Atkins – Chairman
Councillors Derek Johnson and Martin May

Derek Whiteway (Parish Clerk)

In attendance: 4 members of the public.

22/032 Apologies For Absence:

Apologies for absence were received from Councillor Graham Agnew.

22/033 Minutes of The Meeting Held on Tuesday, 10th May 2022

It was **RESOLVED** that the Minutes of the Meeting of the Parish Council, held on **Tuesday, 8th May 2022** be approved and signed subject to the correction of wording in minute 22/027.

Matters Arising:

(1) **Minute 22/029(11) – Councillor Jean Metcalfe**

The Chairman proposed, and Councillors agreed unanimously, that the Parish Council record a formal vote of thanks to Councillor Jean Metcalfe, who resigned from the Council with effect from 5th June 2022.

Resolved: On behalf of the parish, the Council formally thanks Councillor Metcalfe for her dedicated work for the Parish and extends its very best wishes for the future.

(2) **Minute 22/029(11) – BT Works at Church Bank**

The Clerk had reported the matter to both the County and City Councils. Following intervention by County Councillor Williamson, it was understood that BT were required to submit a retrospective application for the works, would receive a fine and be required to carry out remedial work to the green.

(3) **Minute 22/029(1) – Suspected Ash Dieback, Kirklands Road.**

The Clerk advised that he had reported the matter to the School's headteacher who had replied saying that he would have the school's grounds consultant to examine the trees.

22/034 Declarations of Interest

No further declarations or changes to existing declarations were made.

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22/035 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
22/00562/VCN	<p>Hybrid application comprising a full application for proposed alterations to land levels and associated access, and outline application for up to 8,400sqm of employment floor space (Use Classes B1(c), B2 and B8) with associated access (pursuant to the removal of conditions 7,8,9 and 12 on planning permission 19/00545/HYB in relation to site access and off-site highwayworks and variation of condition 24 in relation to BREEAM standards). Land At Grid Reference 350900 470170 Leapers Wood Road, Over Kellet.</p> <p>Resolved: No comments to be submitted</p>
22/00613/FUL	<p>Change of use of amenity land for the siting of three static caravans with associated amenity space and landscaping. Redwell Caravan Park, Kirkby Lonsdale Road, Arkholme.</p> <p>Resolved: No comments to be submitted</p>
22/00612/FUL	<p>Change of use of agricultural land to erect a convenience shop and landscaping associated with Castle View Park. Castle View Park, Borwick Road, Capernwray.</p> <p>Resolved: A response is to be submitted asking whether the building could be erected within the existing site, avoiding the use of greenfield space. Also, to ask whether public access to the shop could be included as a planning condition.</p>

22/036 Update on Previous Planning Applications

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

Application 21/01012/FUL – The Clerk advised that Councillors Agnew and Johnson were due to meet with City Councillor Morris on Wednesday, 15th June to consider the gateway.

22/037 Councillor Vacancies and Co-Option.

The Clerk reported on arrangements to advertise the casual vacancy arising following Councillor Metcalfe's resignation. It was agreed that notice of the vacancy, and two pre-existing vacancies should be mentioned in the Council's report for the July issue of OK View.

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Action: The Clerk will publicise the Parish Council vacancies in the OK View.

22/038 Annual Governance and Accountability Return (AGAR) 2021/22

The Clerk 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 in his opinion, all expected governance arrangements set out in Section 1 of the AGAR were in place and the statement could be approved. Section 2 set out the Accounting Statements for 2021/22, the figures corresponding with draft budget statements previously reported to the Council.

The deadline for submission of the completed AGAR is 30th June 2022. The Clerk therefore recommended that the AGAR be approved, and the period of public inspection be set as Monday, 20th June to Friday, 29th July 2022.

Resolved:

- (1) That the Annual Internal Audit Report 2021/22 is noted and accepted.
- (2) That Section 1 of the AGAR – the Annual Governance Statement 2021/22 is approved.
- (3) That Section 2 of the AGAR – Accounting Statements 2021/22, is approved.
- (4) That the period for the exercise of public rights to inspect the accounts is set as Monday 20th June to Friday 29th July 2022 inclusive.

22/039 Parish & Town Council Charter 2022-2024

The Clerk reported on the recently circulated Charter approved by Lancashire County Council, entitled 'Better Working Between Lancashire County Council and Parish and Town Councils'. Following discussion, Councillors resolved that the Council ratifies the Charter.

Resolved: The Parish Council ratifies the County Council's Charter for 'Better Working Between Lancashire County Council and Parish and Town Councils'.

22/040 Parish Plan

Nothing to report

22/041 Adjournment For Public Discussion & Information Only Updates:

Reports From Members of The Public:

(1) **Footpath hedgerows**

A resident reported that overgrown hedges were obstructing several of the village's footpaths. Councillors agreed that measures should be taken to request that relevant homeowners trim the hedges.

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Action: The Clerk will draft a generic letter for Councillors to deliver as appropriate to relevant homeowners

(2) **Footpath and stile conditions**

A resident queried whether there was any progress regarding the condition of several footpaths and stiles. Following discussion, Councillors agreed that County Councillor Williamson should be contacted for advice on how best to raise issues with the County Council.

Action: The Clerk will consult County Councillor Williamson regarding footpath and stile issues and seek advice on the way forward.

Clerk's Report:

- (3) **Insurance.** The Clerk reported that, on seeking insurance quotes, it had become apparent that work was required to update and clarify some items on the Council's asset register. In consultation with Councillors, it had therefore been agreed to renew the insurance policy with the current insurer and prepare to seek competitive quotes for 2023/24.

Members' Reports:

- (4) **LALC.** Councillor Agnew had advised that local LALC meetings were to resume in August.
- (5) **Quarries.** Councillor Johnson reported that a liaison meeting had been held with Back Lane Quarry in May. An exhibition covering proposals for deepening and extending the lives of the quarries is to be staged at Over Kellet Village Hall the autumn. General noise from the quarries had been noted recently, understood to be work on the quarry rim. This was likely to continue for some time, but noise levels were expected to reduce. Arrangements were also being made to hold liaison meetings with the Leapers Wood Quarry.
- (6) **Allotments.** Nothing to report.
- (7) **Village Hall.** Nothing further to report.
- (8) **B4RN.** It was agreed that, following the completion of works and disbandment of the Working Group, this heading should be dropped from future agendas.
- (9) **Lengthsman.** The Clerk reported that the new mower, to be shared with Nether Kellet, had now been purchased.
- (10) **Other Matters.** No further matters were raised.

City And County Councillors' Reports:

County Councillor Williamson's monthly update document had been posted on the Parish Council website. No further reports were received.

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22/042 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – hire of room on 10 th May 2022	14.00
Mike Ashton - Lengthsman Services, May 2022	200.00
Dennis Barnfield Ltd – New Mower	6,000.00
Dawn Allen – Internal Audit 2021/22	60.00
Derek Whiteway – Parish Clerk salary and expenses, May 2022	205.67
HMRC – PAYE deductions, May 2022	46.80

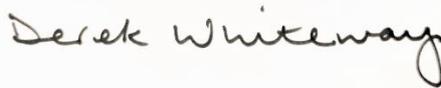
Resolved: That the above accounts are approved for payment

22/043 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 12th July 2022 at the Over Kellet Village Hall, commencing at 7.15pm.

The meeting closed at 8:45pm

Clerk of the Council



Chairman



Date: 12th July 2022