

OVER KELLET PARISH COUNCIL

**Parish Council Meeting to be held at the Over Kellet Village Hall on
Tuesday, 12th July 2022, commencing at 7.15pm**

A G E N D A

1. **Apologies.**
2. **Minutes of the Meeting held on Tuesday, 14th June 2022** (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
22/00742/FUL	Erection of a single storey rear extension. 2 Longtons Cottages, Kirkby Lonsdale Road, Over Kellet. <div style="border: 1px solid black; background-color: #fce4d6; padding: 2px; margin-top: 5px;">Deadline for comments – 8th July 2022</div>
22/00662/FUL	Part retrospective application for the widening of an existing access and erection of a gate. Field West Of Woodlands View, Over Kellet. <div style="border: 1px solid black; background-color: #fce4d6; padding: 2px; margin-top: 5px;">Deadline for comments – 13th July 2022</div>
22/00770/FUL	Erection of extension to existing agricultural building to form roof over existing yard. Field At Grid Reference 351950 471570, Netherbeck, Carnforth. <div style="border: 1px solid black; background-color: #fce4d6; padding: 2px; margin-top: 5px;">Deadline for comments – 20th July 2022</div>
22/00034/ENF	Appeal against enforcement notice for operation of haulage business. Field At Grid Reference 351950 471570, Netherbeck, Carnforth. <div style="border: 1px solid black; background-color: #fce4d6; padding: 2px; margin-top: 5px;">Deadline for comments – 29th July 2022</div>

5. **Planning Authority Decisions.** To receive an update on previously considered applications. Clerk's report to come.
6. **Public Footpath Surfacing Issues.** County Councillor Williamson is attending for discussions on this item
7. **Post Box removal, former Village Store and Post Office.**
8. **Access to Methodist Graveyard, off Cockle Hill.**
9. **Councillor Vacancies and Co-option.** The Clerk will provide an update.
10. **Parish Plan.** To consider progress on implementing the Parish Plan.

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11. 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) Lengthsman	5) Other Matters	

4. Report of District and County Councillors

12. Payments. To authorise payment of accounts. Report attached.

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

Derek Whiteway
Parish Clerk
6th July 2022

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, 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:

Agenda Item: 5

Planning Application Comments & Decisions

Update for June – July 2022

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
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 comments submitted (Minute 21/042).	Application Refused
22/00536/FUL. Retrospective application for the retention of outbuilding for ancillary accommodation in association with The Chapel. The Chapel, Kirkby Lonsdale Road, Over Kellet.	No comments submitted. (Minute 22/024)	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

20/01220/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)

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).

21/00561/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).

21/01120/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).

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).

21/01323/FUL Erection of 7 dwellings and associated access road. Land South East of Church Bank, Over Kellet.

Resolved: A response is to be submitted objecting to the development. (Minute 21/085).

Part B – Undecided Applications

21/01547/FUL Demolition of one existing stable building and erection of one single storey ancillary building for office with store and plant room and associated parking. Addington Lodge, Addington Road, Nether Kellet.

Resolved: The Parish Council's comments regarding previous applications for this site are to be re-submitted. (Minute 21/098)

22/00006/REF Planning Appeal – Refusal of application 21/00076/FUL. Change of use of amenity land for the siting of seven static caravans with associated amenity space and landscaping. Redwell Caravan Park, Kirkby Lonsdale Road, Arkholme.

Resolved: No comments to be submitted (Minute 21/108)

22/00060/RCN, 22/00061/RCN, 22/00062/RCN Applications for the removal of a planning condition on planning permissions 01/00383/CU, 09/00988/CU and 97/00346/FUL (total of 149 units) to extend the opening season to 12 months per year. Old Hall Caravan Park, Capernwray Road, Capernwray.

Resolved: No comments to be submitted (Minute 21/108)

22/00008/REF Planning Appeal – Refusal of application 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.

Resolved: No comments to be submitted (Minute 21/108)

21/01424/FUL Demolition of three existing outbuildings and erection of a dwelling to form managers accommodation (C3), creation of raised terraces, erection of an outbuilding and installation of drainage infrastructure. Redwell Inn, Kirkby Lonsdale Road, Arkholme.

Resolved: No comments to be submitted (Minute 21/118)

22/00073/FUL Retrospective application for retention of an agricultural building with associated hardstanding areas, access track, and soakaway. Green Pastures, Capernwray Road, Capernwray.

Resolved: A response is to be submitted objecting to the building on the grounds that it is not in accordance with previously submitted plans and has the appearance of an industrial rather than an agricultural structure. (Minute 21/118)

22/00237/CCC and LCC/2022/0006 County Council Consultation request for the variation of condition 1 of planning permission LCC/2016/0061 to allow for continued operation of the concrete batching plant until 21 February 2034, with all buildings, plant and associated equipment being removed and the site restored by 21 February 2035. Dunald Mill Quarry, Long Dales Lane, Nether Kellet.

Resolved: No comments to be submitted (Minute 21/118)

21/00363/FUL Relevant demolition of existing outriggers and agricultural buildings and change of use of agricultural buildings to 4 dwellings (C3) including the erection of single storey rear extensions, installation of windows, doors, rooflights, flues, erection of garages with associated parking, creation of internal access road and turning head and erection of boundary treatments. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.

Resolved: No comments to be submitted (Minute 22/005)

Part B – Undecided Applications

21/00358/LB Listed building application associated with application 21/00363/FUL. Old Hall Farm Kirkby Lonsdale Road Over Kellet.

Resolved: No comments to be submitted (Minute 22/005)

22/00177/FUL Erection of one two-storey dwelling and retrospective application for retention of garage and use of land as residential in association with Lakeland Fells View. Lakeland Fells View, Kirkby Lonsdale Road, Over Kellet.

Resolved: That a response be submitted neither supporting nor objecting to the application, but bringing the Council's attention to the issues raised in the letters submitted by residents. (Minute 22/005)

22/00320/RCN Change of use of land for touring caravan park and use of existing touring caravan area as car park (pursuant to the removal of condition 4 on approved application 94/00001/CU to extend the opening season to 12 months per year). Old Hall Caravan Park Capernwray Road Capernwray

Resolved: No comments to be submitted (Minute 22/005)

22/00538/VCN Erection of one dwelling (C3) with associated access and regrading of land (Pursuant to the variation of condition 2 on planning permission 20/00136/FUL to amend plans including single garage into a double garage, bedroom 4 into media room on lower ground floor and changes to windows and patio area). Field West Of Woodlands View, Over Kellet.

Resolved: A response is to be submitted objecting to the application, including a request that planners visit the application site. (Minute 22/024)

22/00562/VCN 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.

Resolved: No comments to be submitted (Minute 22/035)

22/00613/FUL 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.

Resolved: No comments to be submitted (Minute 22/035)

22/00612/FUL Change of use of agricultural land to erect a convenience shop and landscaping associated with Castle View Park. Castle View Park, Borwick Road, Capernwray.

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. (Minute 22/035)

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Parish Council Meeting, 12th July 2022

Agenda Item 12 – Payments for Authorisation

Payee & Detail	£
Over Kellet Village Hall – hire of room on 14 th June and 12 th July 2022	28.00
Over Kellet Village Hall – Post Office outreach service April – July 2022. 17 weeks x 2 hours x £3.50/hr	119.00
Mike Ashton - Lengthsman Services, June 2022	286.36
Cllr Agnew – Expenses April – June 2022	90.93
Derek Whiteway – Parish Clerk salary and expenses, June 2022	247.10
HMRC – PAYE deductions, June 2022	58.40