

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 13th December 2022 at 7.15pm

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

In attendance: 2 members of the public.

22/081 Apologies For Absence:

None received

22/082 Minutes of The Meeting Held on Tuesday, 15th November 2022

It was **RESOLVED** that the Minutes of the Meeting of the Parish Council, held on **Tuesday, 15th November** be approved and signed.

Matters Arising:

(1) Minute 22/073(2) – Soft Play Area, Over Kellet Village Hall

The Clerk reported that the contractor was hoping to commence work before Christmas.

(2) Minute 22/073(3) – The Queen’s Green Canopy

The Chairman confirmed that the apple tree and commemorative plaque had now been installed in the Village Hall garden.

(3) Minute 22/076(6) – Remembrance and Christmas 2022

Councillors discussed the implications of Lancashire County Council’s notice that any road closures for future events will require formal authorisation and professional traffic management. Councillors agreed that further information should be sought from the County Council and City Council and arrangements discussed at an early stage with the Over Kellet Parochial Church Council.

Action: The Clerk will seek further information from Lancashire County Council and Lancaster City Council. The Parish Council will liaise with the Over Kellet Parochial Church Council to agree arrangements for future Acts of Remembrance.

The Chairman reported that Aggregate Industries had delivered the Christmas Tree to the Village Green on Saturday, 3rd December and it had been erected and dressed by a team of Councillors, volunteers and the Lengthsman. The tree will be taken down on Saturday, 7th January 2023.

Action: The Clerk will send letters of thanks to the volunteers who had helped erect the tree.

(4) Minute 22/076(7) - Closure of Kellet Lane Canal Bridge.

The Chairman reported that the bridge had now been repaired and re-opened. Councillors discussed the incident and continuing concerns over heavy vehicles using

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the route. It was agreed that further signage would be helpful and that the traffic light phasing needed adjustment to allow cyclists to cross the bridge safely.

Action: The Parish Council will liaise with County Councillor Williamson and the County Council to seek a solution to the ongoing concerns.

(5) Minute 22/076(8) - Church Bank to Greenways Public Footpath.

No progress.

Action: The Clerk will liaise with Councillors and Fellside Homes to identify a suitable solution to safety concerns.

(6) Minute 22/076(9) - Roadside Footpath at Cockle Hill

The Clerk reported that he had written to the property owner asking for an update regarding plans to surface the roadside path. The clerk had yet to receive a response.

Action: The Parish Clerk will follow up on his letter to the property owner in the new year.

(7) Minute 22/078(1) - Condition of Footpath 1-24-FP9 between the Chapel and Nether Kellet Road

The Chairman reported that he had discussed the condition of the footpath with builders working locally and had asked them to provide an estimate for any necessary patching works.

22/083 Declarations of Interest

No further declarations or changes to existing declarations were made.

22/084 New Planning Consultations

No new planning consultations had been received.

22/085 Update on Previous Planning Applications

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

Resolved: The report was noted.

22/086 Thomas Withers Charity

The Clerk reported that he had received no applications or enquiries about the vacant trustee position. Councillors therefore resolved to refer the matter back to the Charity's existing trustees.

Resolved: That the current vacancy for a trustee of the Thomas Withers Charity be referred back to the charity.

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22/087 Councillor Vacancies and Co-option

The Clerk reported that he had received one expression of interest in being co-opted on to the Parish Council, from parishioner Janet Pearce. Councillors had been provided with a copy of the personal statement submitted in support of her application.

Following discussion, Councillors resolved that Janet Pearce should be co-opted as a Parish Councillor.

Resolved: That Janet Pearce is co-opted as a Parish Councillor.

22/088 Budget Review 2022/23 and 2023/24

The Clerk presented a report covering revised budget estimates for 2022/23 and a draft budget for 2023/24. General account balances of £8,442 were being projected for 2022/23. A net budget requirement for 2023/24 of £9,540 was estimated. Lancaster City Council had advised that the Parish's Council Tax Base had increased from 350.80 to 368.88.

The Clerk recommended that the precept be increased by 2.5%, to £8,900, with the balance being met by a contribution of £640 from accumulated reserves. This budget would increase the annual charge for a Band D property, by 60p.

Following discussion, Councillors agreed that for 2023/24 the cost of the ongoing Post Office Outreach service should be funded from the Back Lane Wind Turbine Fund. The effect of this would be to reduce both the 2023/24 budget requirement and the contribution from reserves by £385.

Councillors unanimously resolved that:

- a) a target level of general reserve of £8,000 is endorsed;
- b) the draft budget for 2023/24 is approved subject to the Council's contribution to the Post Office Outreach service being met from the Wind Turbine Fund; and
- c) the precept for 2023/24 is set at £8,900 and notified to Lancaster City Council.

Resolved: That the Clerk's report is accepted and that:

- a) a target level of general reserve of £8,000 is endorsed.
- b) the draft budget for 2023/24 is approved subject to the Council's contribution to the Post Office Outreach service being met from the Wind Turbine Fund.
- c) the precept for 2023/24 is set at £8,900 and notified to Lancaster City Council.

22/089 Parish Plan

Nothing to report.

22/090 Adjournment For Public Discussion and Information Only Updates:

Reports From Members of The Public:

1. Jubilee Bells Project and Appeal

The Chairman and Clerk reported that they had received an enquiry regarding the Parish Council's position on the project and whether the Council might be able to provide any

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financial support. The Clerk reminded Councillors that the Council had, in April 2022 resolved, "That the Jubilee Bells Project and appeal be endorsed by the Parish Council as a service to the village and parish." (Minute 22/007)

Following discussion, Councillors agreed that further information should be sought on progress with the project and the appeal and a further report be provided for the Council to consider.

Action: A further report on the Jubilee Bells Project and appeal will be submitted to a future meeting of the Council.

Clerk's Report:

2. Dog Fouling concerns, Cockle Hill Weind.

The Clerk reported on action taken by the local PCSO following reports concerned with dog fouling issues at Cockle Hill Weind. The PCSO had suggested the Parish Council might consider: installing dog poo bins; notifying dog wardens to see if they are willing to patrol this area and issue fines to offenders; and see if new dog fouling posters are required to deter this activity. The Clerk advised that Lancaster City Council had already offered to supply some new signs.

Councillors agreed that all three measures suggested by the PCSO should be pursued.

Action: The Clerk will liaise with Lancaster City Council to arrange for the installation of dog poo bins and signs and request dog warden patrols of the Cockle Hill Weind area.

3. The Dub.

The Clerk reported that he had received an email from the Lancashire Wildlife Trust asking for information about the owners of land bordering the Dub. This was necessary to enable progress to be made with negotiations with Natural England over plans to improve the pond. It was suggested that the land in question was managed by the James Cottam Trust, Hill Top Farm, Shaw Lane, Nether Kellet.

Action: The Clerk will make further enquiries and advise the Lancashire Wildlife Trust of the landowner's details.

Members' Reports:

4. **LALC.** Nothing to report
5. **Quarries.** Nothing to report.
6. **Allotments.** Nothing to report.
7. **Village Hall.** Nothing further to report.
8. **Lengthsman.** Nothing further to report.
9. **Other Matters.** No further matters were raised.

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City and County Councillors' Reports:

No further reports were received.

22/091 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – Hire of Hall on 15 th November 2022	14.00
Over Kellet Village Hall – Post Office Outreach Service Room Hire, August to November 2022	126.00
Bay Typesetters – Printing of Remembrance Service Booklets	30.00
Derek Whiteway – Parish Clerk salary and expenses, November 2022	319.75
HMRC – PAYE deductions, November 2022	80.00

Resolved: That the above accounts are approved for payment

22/092 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 10th January 2023 at the Over Kellet Village Hall, commencing at 7.15pm.

The meeting closed at 8:30pm

Clerk of the Council



Chairman



Date: 10th January 2023