

OVER KELLET PARISH COUNCIL

**Parish Council Meeting to be held at the Over Kellet Village Hall on
Tuesday, 10th January 2023, commencing at 7.15pm**

A G E N D A

1. **Apologies.**
2. **Minutes of the Meeting held on Tuesday, 13th December 2022** (attached).
3. **Declarations of Interest.**
4. **Planning Applications.** To consider and comment on the following new planning application consultations received since the last meeting.

Application No:	Description
None Received	

5. **Planning Authority Decisions.** To receive an update on previously considered applications. Clerk's report attached.
6. **Parish Plan.** To consider progress on implementing the Parish Plan.
7. **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
8. **Payments.** To authorise payment of accounts. Report attached.
9. To confirm the **date and time of the next meeting.**

Derek Whiteway
Parish Clerk
4th January 2023

Tel: 01524 64908
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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:

Agenda Item: 5

Planning Application Comments & Decisions

Update for December 2022 – January 2023

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
22/01378/FUL Construction of elevated walkway incorporating balustrade. 8 Woodlands View Over Kellet	No comments to be submitted (Minute 22/075)	Application Refused

Part B – Undecided Applications
<p>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.</p> <p>A response was submitted objecting to all three inter-related the applications covering the following areas of objection (Min 20/083):</p> <ul style="list-style-type: none">a) ground conditions and drainage issues;b) ecological impacts;c) traffic and access impacts; andd) housing need in the village. <p>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)</p>
<p>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.</p> <p>No response to be submitted (Minute 21/042).</p>
<p>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.</p> <p>Resolved: No comments to be submitted (Minute 21/118)</p>
<p>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.</p> <p>Resolved: A response is to be submitted restating previous objections and comments. The support of City Councillor Stuart Morris is to be requested again. (Minute 22/047)</p>

Part B – Undecided Applications

22/00034/ENF Appeal against enforcement notice for operation of haulage business. Field At Grid Reference 351950 471570, Netherbeck, Carnforth.

Resolved: A response is to be submitted expressing the Council's consistent objection to the development of a haulage business at this site, reiterating concerns over flooding and including satellite images illustrating changes to the site over the past 10 years. (Minute 22/047)

22/01203/FUL Change of use of open space for the siting of 9 caravans with associated internal road, parking spaces, hardstanding and drainage and construction of a pond. McCarthy Caravan Parks, Castle View Park, Borwick Road, Capernwray.

Resolved: No comments to be submitted (Minute 22/060)

22/00776/FUL & 22/00777/LB Change of use and conversion of existing northern barn to one self-contained residential annexe in association with Cragg House, installation of replacement roof to the north and central barn, installation of roof lights to the east and west elevations, flue to the east elevation and provision of turning space with two car parking spaces and associated landscaping. Cragg House Kirkby Lonsdale Road Over Kellet.

Resolved: No comments to be submitted (Minute 22/060)

22/00784/FUL Change of use of agricultural land to equestrian use, widening of existing access, creation of an area of hardstanding on existing access track, erection of a stable block with associated hardstanding and construction of a manège. Land Off B6254 Adjacent Swarthdale Road, Kirkby Lonsdale Road, Over Kellet.

Resolved: No comments to be submitted (Minute 22/060)

22/01309/CU Retrospective application for change of use of mixed-use building comprising a ground floor shop (A1) with associated living accommodation over 2 floors (C3) to one dwelling (C3). 8 The Green Over Kellet.

Resolved: No comments to be submitted (Minute 22/075)

22/00883/FUL Demolition of rear outbuildings, installation of rooflights to front elevation, relocation of door and window to front elevation, installation of window and doors to front and rear elevation and retrospective removal of render to front elevation. Halls Cottage, The Green, Over Kellet.

Resolved: No comments to be submitted (Minute 22/075)

22/01328/REM Reserved matters application for the approval of layout, scale, appearance, and landscaping following planning permission 22/00562/VCN for the development of 8,397sqm of employment (Use Classes B1(c), B2 and B8). Land Adjacent To Porsche Centre South Lakes 1 Electric Drive Carnforth

Resolved: No comments to be submitted (Minute 22/075)

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Parish Council Meeting, 10th January 2023

Agenda Item 8 – Payments for Authorisation

Payee & Detail	£
Over Kellet Village Hall – Hire of Hall on 13 th December 2022	14.00
Tech -Hub North West – G-Suite licence 2023	55.15
Mike Ashton. Lengthsman Services, November and December 2022	tba
Derek Whiteway – Parish Clerk salary and expenses, December 2022	203.20
HMRC – PAYE deductions, December 2022	50.80