

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 9th January 2024 at 7.15pm

Present: Councillor Graham Agnew – Chairman
Councillors David Burns, Derek Johnson, Liz Moody and Mathew Towers.
Derek Whiteway (Parish Clerk)

In attendance: 5 members of the public.

23/099 Apologies For Absence

Apologies were received from Councillors William Candlin and Josie Candlin, City Councillor James Sommerville and County Councillor Phillippa Williamson.

23/100 Minutes of the Meeting of the Parish Council, held on Tuesday, 12th December 2023

Resolved: That the Minutes of the Meeting of the Parish Council, held on Tuesday, 12th December 2023 be approved and signed without further amendment.

Matters Arising from the Minutes

1. Minute 23/089(2) – Post Boxes

The Chairman referred to the Royal Mail's failure to consult on the closure of the post-box at the former village store. It was agreed that the Royal Mail's advice concerning door-to-door collections be publicised in Over Kellet View.

Action: An item will be submitted for inclusion in Over Kellet View to publicise the Royal Mail's advice concerning door-to-door collections.

2. Minute 23/089(4) and 23/089(5) Response to Resident's Emails

The Clerk and Chairman are to finalise the Council's response to emails received from a resident concerning planning application 23/00518/FUL and the village Conservation Areas, and arrangements for the Parish's Act of Remembrance.

Action: The Clerk and Chairman are to finalise the response to the resident.

3. Minute 23/096(1) - Footpath FP0124009

The Chairman reported that some work had been undertaken to clear leaves and debris from the footpath, leaving the surface clearer but still damp.

4. Minute 23/096(2) – Flooding at Resident's Property.

County Councillor Williamson has reported that relevant staff from the county Council had arranged to visit the property to investigate the issues.

5. Minute 23/096(3) – School Playground Refurbishment

The Clerk had received no further update from the Headteacher regarding progress with the refurbishment and potential for adding a new slide.

23/101 Declarations of Interest

No further declarations or changes to existing declarations were made.

23/102 New Planning Consultations

The following new planning applications were considered. It was resolved to respond as set out against each individual case.

Application No:	Description
23/01387/FUL	Erection of a single storey detached outbuilding. 7A Woodlands View Over Kellet. Resolved: No comments submitted
23/01452/FUL	Retrospective application for the erection of a detached outbuilding to the front elevation. Westerdale, Moor Close Lane, Over Kellet. Resolved: A response is to be submitted, not objecting in principle to the application, but asking that representations submitted by individual residents are given due consideration.
23/01462/FUL	Part retrospective application for the erection of an agricultural storage building. Field At Grid Reference 351950 471570, Netherbeck, Carnforth. Resolved: No comments submitted
23/01411/FUL	Demolition of one existing barn, erection of agricultural building and creation of a pond. Havelock House, Borwick Road, Capernwray. Resolved: No comments submitted
23/01474/FUL	Erection of a two storey side extension, construction of raised decking, installation of external steps, erection of a detached garage ad associated landscaping. Old Watermill, Capernwray Road, Capernwray. Resolved: No comments submitted

Kellet Bridge Farm – Haulage Operator Licence Application

The Chairman referred to a recently advertised application to the Traffic Commissioner to establish a haulage operating centre at Kellet Bridge Farm. It had been established that the Parish Council was not a statutory consultee on the application, but that representations could be made to other relevant authorities. Councillors agreed that objections to the application should be sent to Lancashire County Council and the Canal and River Trust concerning the potential traffic and environmental impacts on the village and surrounding highways and properties.

Resolved: That the Parish Council should make representations to Lancashire County Council and the Canal and River Trust objecting to the application.

23/103 Planning Authority Decisions

The Clerk presented an update report, which was accepted and noted by Councillors.

Resolved: That the Clerk's report is noted

23/104 Parish Council Budget and Precept 2024/25

The Clerk presented a report covering revised budget estimates for 2023/24 and a draft budget for 2024/25. General account balances of £9,129 were being projected for 2023/24. A net budget requirement for 2024/25 of £10,010 was estimated. Lancaster City Council had advised that the Parish's Council Tax Base had increased from 368.88 to 404.65.

The Clerk provided a range of options for the precept. Following discussion, the Chairman proposed, and Councillors agreed, that the precept figure be set at £10,000, which would result in a 2% increase in the Parish's annual charge to residents.

Councillors unanimously resolved that:

- a) a target level of general reserve of £8,000 is endorsed;
- b) the draft budget for 2024/25 is approved; and
- c) the precept for 2024/25 is set at £10,000 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 2024/25 is approved.
- c) the precept for 2024/25 is set at £10,000 and notified to Lancaster City Council.

23/105 Local Delivery Scheme and Biodiversity Small Grants Scheme

Councillors discussed a range of potential projects under the Biodiversity Small Grants Scheme, including:

- a) Production and installation of a new interpretation board for The Dub;
- b) Purchase and installation of bat and swift boxes;
- c) Development of a further wildflowering area within the parish, possibly at the Millennium Stone;
- d) Educational installations or resources at the Village Hall.

It was agreed that proposals on the above should be developed for consideration at the February meeting of the Parish Council.

Action: It was agreed that proposals for using the Biodiversity Small Grants Scheme funding (£600) should be developed for consideration at the February meeting of the Parish Council.

Action: The scheme and the Parish Council's deliberations will be publicised in Over Kellet View, seeking ideas and expressions of interest from residents.

23/106 Designation of Community Assets

It was agreed that the Clerk should use information received so far to develop an initial draft ACV Nomination Form for The Eagles Head.

Action: The Clerk will draft an ACV Nomination Form for The Eagles Head, for consideration at the February meeting of the Parish Council.

23/107 Church Bank Green Space

It was agreed that the Clerk should use information received so far to develop an initial draft submission to the City Council seeking a 'green space' designation for the Church Bank Green

Action: The Clerk will draft a submission to the City Council seeking a 'green space' designation for the Church Bank Green, for consideration at the February meeting of the Parish Council.

23/108 Adjournment For Public Discussion and Information Only Updates:

Reports From Members of The Public:

No further matters were raised.

Clerk's Report:

1. **Lancashire Devolution.** The Clerk advised of an ongoing public consultation on proposals for devolution for Lancashire Councils.

Action: The Clerk will circulate details of the consultation to Councillors

2. **Old Hall Barn works.** The Clerk reported on correspondence with a resident and with the City Council's planning enforcement team regarding materials being used on the barn. Councillors agreed not to pursue the matter further and ask the resident to contact the City Council directly.

Action: The Clerk will contact the resident concerned and ask them to raise any concerns directly with Lancaster City Council.

Members' Reports:

3. **LALC.** The Clerk advised that LALC members were being consulted on proposals to reintroduce a Spring Conference.

Action: The Clerk will consider the consultation and report further to Councillors as necessary.

4. **Quarries.** Councillor Johnson reported that the Quarries' Public Exhibition into future operation proposals is to be held on 3rd April 2024 at Over Kellet Village Hall, from 1pm until 7pm.

A resident's query about the height of the bund at the Quarry viewpoint had been referred to Aggregate Industries and a response is awaited.

5. **Allotments.** Councillor Towers enquired about the terms of the Parish Council's allotments agreements and the fees being charged to the Allotments Association.

Action: The Clerk will report back on the terms and conditions of the Parish Council's agreements with the City Council and the Allotments Association.

6. **Village Hall.** Nothing to report.
7. **Lengthsman.** Nothing further to report.
8. **Other Matters.** None reported.

City and County Councillors' Reports:

None received.

23/109 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – Room Hire on 12/12/23	14.00
Over Kellet Village Hall – Post Office Outreach Room Hires, August to November 2023. 34 hours @ £3.50	119.00
Derek Whiteway – Parish Clerk salary and expenses, December 2023	235.76
HMRC – PAYE deductions, December 2023	55.00

Resolved: That the above accounts are approved for payment

23/110 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 13th February 2024 at the Over Kellet Village Hall, commencing at 7.15pm.

The meeting closed at 9:00pm

Clerk of the Council

Derek Whiteway

Chairman

Date: 13th February 2024