

# OVER KELLET PARISH COUNCIL

**Parish Council Meeting to be held at the Over Kellet Village Hall on  
Tuesday, 12<sup>h</sup> March 2024, commencing at 7.15pm**

## **A G E N D A**

1. **Apologies.**
2. **Minutes of the Parish Council Meeting held on Tuesday, 13<sup>th</sup> February 2024** (attached).
3. **Declarations of Interest.**
4. **Planning Applications.** To consider and comment on the following new planning application consultations received since the last meeting.

<b>Application No:</b>	<b>Description</b>
<b>24/0033/TCA</b>	<b>Beech (T1) - Crown lift and tuck branches away from neighbouring property roof, no more than 25% leaf cover removed Oak (T2) - Remove lowest branch of the two branches where tree has split, heavily reduce right side of tree to aid the tree in its rebalancing.</b> Plough House, The Green, Over Kellet. <div><b>Consultation Deadline – 28<sup>th</sup> February 2024</b></div>
<b>24/00268/FUL</b>	<b>Construction of 12 additional carparking spaces within secure carpark.</b> Porsche Centre South Lakes. 1 Electric Drive, Carnforth. <div><b>Consultation Deadline – 29th March 2024</b></div>
<b>24/00275/FUL</b>	<b>Erection of a single storey dwelling and two storey garage/store building (C3) with associated access and landscaping.</b> Land At Grid Reference E352250 N470040, Kirkby Lonsdale Road, Over Kellet. <div><b>Consultation Deadline – 29th March 2024</b></div>
<b>21/00363/FUL 23/01103/FUL</b>	<b>Consultation on potential developer offsite contributions (s106 Agreement).</b> Proposed housing developments at Old Hall Farm, Over Kellet.

5. **Planning Authority Decisions.** To receive an update on previously considered applications. Clerk's report attached.
6. **Lancaster City Council Local Plan Review.** Feedback from a Forum meeting held on Wednesday, 28<sup>th</sup> February 2024. Chairman and Councillor Moody to report.
7. **Biodiversity Small Grants Scheme.** Update on the project.
8. **Designation of Community Assets.** Update on the resolution to apply for The Eagle's Head to be designated as an Asset of Community Value.
9. **Annual Governance and Accountability Return and Internal Audit.** Arrangements for the 2023/24 AGAR and appointment of an Internal Auditor. Clerk to report verbally.

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- 10. 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

- 11. Payments.** To authorise payment of accounts. Report attached.

- 12.** To confirm the **date and time of the next meeting.**

**Derek Whiteway, Parish Clerk**  
**6<sup>th</sup> March 2024**

**Tel: 01524 64908**  
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# OVER KELLET PARISH COUNCIL

## Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 13<sup>th</sup> February 2024 at 7.15pm

**Present:** Councillor Derek Johnson – Chairman  
Councillors David Burns, Josie Candlin, William Candlin, Liz Moody and Mathew Towers.  
City Councillor James Sommerville  
Derek Whiteway (Parish Clerk)

**In attendance:** 9 members of the public.

### 23/111 Apologies For Absence

Apologies were received from Councillor Graham Agnew.

### 23/112 Minutes of the Meeting of the Parish Council, held on Tuesday, 12<sup>th</sup> December 2023

**Resolved:** That the Minutes of the Meeting of the Parish Council, held on Tuesday, 9<sup>th</sup> January 2024 be approved and signed without further amendment.

#### Matters Arising from the Minutes

##### 1. Minute 23/109(2) – Old Hall Barn works.

The Clerk had concluded discussions with the resident.

### 23/113 Declarations of Interest

No further declarations or changes to existing declarations were made.

### 23/114 New Planning Consultations

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

Application No:	Description
24/00112/FUL	<b>Construction of arena for horses including alterations to land levels, erection of boundary fencing and associated landscaping.</b> Pastordale Farm, Kellet Lane, Over Kellet. <b>Resolved: No response to be submitted.</b>

Application No:	Description
24/00034/FUL	<p><b>Change of use of agricultural land to site six holiday lodges with associated hardstanding and internal access road, installation of a package treatment plant and drainage infrastructure.</b> Land To The North Of Capernwray House, Hobsons Lane, Capernwray.</p> <p>Councillors listened to representations made by a resident and discussed the application in some detail.</p> <p><b>Resolved:</b> That a response be submitted reiterating the Council's previous concerns about development at this site and asking that the application be refused.</p>
23/01413/FUL & 23/01414/LB	<p><b>Alterations to convert attached former barn/storage room to include installation of doors to existing opening to rear (north west) elevation, remediation works to gable wall, replacement of window in gable wall and in rear elevation including replacement heads and cills, replacement of the window to the front (south east) elevation with a door, installation of roof lights to the rear slope, relocation of flue onto rear roof slope, works to courtyard to provide disabled access ramp, erection of a greenhouse and associated landscaping works.</b> Yew Tree House, Kirkby Lonsdale Road, Over Kellet.</p> <p><b>Resolved:</b> No response to be submitted.</p>
Pre-Application Consultation	<p><b>City Council Member Engagement Forum - McDonalds Carnforth.</b></p> <p>Councillors discussed the documents supplied by Lancaster City Council in relation to a recently held pre-consultation Forum from which the Parish Council had been wrongly omitted.</p> <p>Councillors expressed several concerns about the proposal, including traffic impacts, signage, littering and possible ecological impacts.</p> <p><b>Resolved:</b> Comments are to be submitted on a range of aspects of the proposed development.</p>

## 2) Other Planning Matters

Redwell Inn – Self-Storage Containers. The Clerk reported on correspondence received expressing concerns about the installation of storage containers and the apparent establishment of a self-storage business on land opposite the Redwell Inn.

City Councillor Sommerville had made some enquiries with the City Council Planning and Licensing services. Councillor Sommerville agreed to continue with his enquiries as to the legitimacy of the development and requesting enforcement action if appropriate.

## 23/115 Planning Authority Decisions

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

**Resolved:** That the Clerk's report is noted

### 23/116 Consultation on Traffic Regulation Orders - A6070 Carnforth

Councillors considered the TRO proposals issued by Lancashire County Council.

**Resolved:** No response to be submitted.

### 23/117 Local Delivery Scheme and Biodiversity Small Grants Scheme

Councillor Johnson provided an update on previously identified 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 wildflowering areas within the parish.

Following discussion Councillors agreed that the currently available funding of £600 should be earmarked for the provision and installation of swift and bat boxes in the parish. The Clerk advised that a further £300 is likely to be made available during 2024/25.

It was noted that the Lancashire Wildlife Trust (LWT) had recently started work on The Dub. It was agreed that any proposals to provide new signs at the site needed to be taken forward in liaison with the LWT.

**Resolve:** The currently available funding of £600 is to be earmarked for the provision and installation of swift and bat boxes in the parish.

**Action:** Councillor Johnson will continue to develop the programme of swift and bat box provision in liaison with other Councillors and the Clerk.

### 23/118 Designation of an Asset of Community Value (ACV)

Councillors discussed progress, with comments from members of the public present at the meeting. Councillor William Candlin agreed to take a lead on the project to bring together the ACV Nomination Form for The Eagles Head.

Councillors were grateful for an offer of assistance made at the meeting by a resident.

**Action:** Councillor William Candlin will lead on the development and submission of the ACV Nomination, with support from Councillor Josie Candlin and the Clerk.

### 23/119 Church Bank Local Green Space

The Clerk reported that Lancaster City Council had advised that there was no procedure for applying to designate a Local Green Space (LGS), but that an imminent review of the Lancaster Local Plan would include a review of LGS designations.

Councillors agreed that the Council should take advantage of engagement with the Local Plan review to propose the Church Bank Green as a LGS.

**Action:** Councillors will seek to propose the Church Bank Green as a LGS through involvement in City Council Local Plan Review forums.

### 23/120 Parish Council Website and Email Addresses

The Clerk reported on emerging information governance requirements, notified by LALC. regarding Parish Councils' use of email addresses. Following discussion, and taking advice from the Clerk, Councillors agreed that no further action was necessary at this stage.

## 23/121 Adjournment For Public Discussion and Information Only Updates:

### Reports and Questions from Members of The Public:

1. **Road Closure Signs, Nether Kellet Road.** The Clerk advised that no notification of a road closure had been received and none was showing on the County Council website. An enquiry to County Highways was ongoing.
2. **Footpath FP0124009.** Councillors reported that a work party had undertaken some clearance work on the footpath but agreed that further work was necessary. A resident suggested that the School's hedge was in need of trimming and there was other overhanging foliage in need of attention.

**Action:** A further work party will be organised and the Lengthsman consulted on necessary work.

3. **Unregistered Footpath between Bay View and Kirkby Lonsdale Road.** A resident reported vegetation from a property on Bay View overhanging and partially obstructing the footpath.

**Action:** A letter is to be sent to the owner of the property requesting that the vegetation be trimmed.

### Clerk's Report:

4. **Highways Grass Maintenance.** The Clerk reported comments submitted by the Lengthsman regarding the ineffectiveness of the current highways grass maintenance contract. Councillors agreed to consider whether Lancashire County Council should be consulted on the arrangements and possible alternatives.

**Action:** The Clerk will consult County Councillor Williamson on the points raised by the Lengthsman.

### Members' Reports:

5. **LALC.** Nothing to report.
6. **Quarries.** Councillor Johnson reminded the meeting that the Public Exhibition into quarry deepening proposals is to be held on 3<sup>rd</sup> April 2024 at Over Kellet Village Hall, from 1pm until 7pm. Recent reports of blasting had all been well within acceptable limits.
7. **Allotments.** The Clerk reported that Lancaster City Council had engaged a local organisation "LESS" to undertake a review of allotment provision in the District, but that the Over Kellet allotments had been overlooked. The Clerk had notified the Allotments Association, with a view to them participating in the review and would also raise the omission with LESS and the City Council.

**Action:** The Clerk will contact LESS and Lancaster City Council about the Over Kellet Allotments Association being included in the allotments review.

8. **Village Hall.** Councillor Josie Candlin gave a brief verbal update on activities and developments at the Village Hall.
9. **Lengthsman.** Nothing further to report.
10. **Other Matters.** None reported.

### City and County Councillors' Reports:

- 11. City Councillor** City Councillor Sommerville gave a verbal report on the City Council budget and Council Tax for 2024/25. Councillor Sommerville also agreed to provide an item for inclusion in Over Kellet View about Home Energy Advice being made available for householders.

### 23/122 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – Room Hire on 09/01/24	14.00
Mike Ashton. Lengthsman Services, November 2023 – January 2024	184.00
Derek Whiteway – Parish Clerk salary and expenses, January 2024	219.80
HMRC – PAYE deductions, January 2024	54.80

**Resolved:** That the above accounts are approved for payment

### 23/123 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 12<sup>th</sup> March 2024 at the Over Kellet Village Hall, commencing at 7.15pm.

The meeting closed at 9:15pm

Clerk of the Council

Chairman

Date:

## Agenda Item: 5

### Planning Application Comments & Decisions

#### Update for February – March 2024

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>Part A – Applications decided since the last update</b>		
<b>23/01462/FUL</b> Part retrospective application for the erection of an agricultural storage building. Field At Grid Reference 351950 471570, Netherbeck, Carnforth	No comments submitted. (minute 23/102)	<b>Application Refused</b>
<b>23/01103/FUL</b> Erection of 5 dwellings and garages, construction of internal access roads, driveways and associated landscaping. Land To The Rear Of Old Hall Farm, Kirkby Lonsdale Road, Over Kellet.	A response is to be submitted drawing attention to concerns over highway and access implications of the proposals. (Minute 23/065)	<b>Application Refused</b>
<b>23/00025/REF (Planning Appeal)</b> Appeal against refusal of planning permission. Erection of a dwelling (C3) with associated access. Land At Grid Reference E352250 N470040, Kirkby Lonsdale Road, Over Kellet.	Comments are to be submitted, not objecting to the application, but drawing the Inspector's attention to the comments of the County Archaeology Unit and the City Council Conservation Officer. (Minute 23/065)	<b>Appeal Dismissed</b>

<b>Part B – Undecided Applications</b>		
<b>22/00237/CCC and LCC/2022/0006</b> 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. <b>PC Response: No comments to be submitted (Minute 21/118)</b>		
<b>22/01203/FUL</b> 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. <b>PC Response: No comments to be submitted (Minute 22/060)</b>		



## Part B – Undecided Applications

**23/01400/FUL** Erection of a veterinary referral clinic (Use Class E) with associated access, infrastructure, cycle shelter, bin store, pallet store, generator/fuel tank, parking and landscaping and installation of package treatment plant. Land To The North Of Porsche Centre South Lakes Electric Drive Carnforth.

**PC Response:** A response is to be submitted, not objecting in principle to the application, but raising concerns over: a lack of provision of solar panels; the bio corridor crossing the site; waste management arrangements; and errors regarding public transport services to the site. (Minute 23/091)

**23/01411/FUL** Demolition of one existing barn, erection of agricultural building and creation of a pond. Havelock House, Borwick Road, Capernwray.

**PC Response:** No comments submitted. (minute 23/102)

**23/01413/FUL & 23/01414/LB** Alterations to convert attached former barn/storage room to include installation of doors to existing opening to rear (north west) elevation, remediation works to gable wall, replacement of window in gable wall and in rear elevation including replacement heads and cills, replacement of the window to the front (south east) elevation with a door, installation of roof lights to the rear slope, relocation of flue onto rear roof slope, works to courtyard to provide disabled access ramp, erection of a greenhouse and associated landscaping works. Yew Tree House, Kirkby Lonsdale Road, Over Kellet.

**PC Response:** No comments submitted. (minute 23/114)

**23/01474/FUL** Erection of a two storey side extension, construction of raised decking, installation of external steps, erection of a detached garage and associated landscaping. Old Watermill, Capernwray Road, Capernwray.

**PC Response:** No comments submitted. (minute 23/102)

**24/00034/FUL** Change of use of agricultural land to site six holiday lodges with associated hardstanding and internal access road, installation of a package treatment plant and drainage infrastructure. Land To The North Of Capernwray House, Hobsons Lane, Capernwray.

**PC Response:** A response be submitted reiterating the Council's previous concerns about development at this site and asking that the application be refused. (minute 23/114)

**24/00112/FUL** Construction of arena for horses including alterations to land levels, erection of boundary fencing and associated landscaping. Pastordale Farm, Kellet Lane, Over Kellet.

**PC Response:** No comments submitted. (minute 23/114)

# OVER KELLET PARISH COUNCIL

**Parish Council Meeting, 12<sup>th</sup> March 2024**

## **Agenda Item 11 – Payments for Authorisation**

<b>Payee &amp; Detail</b>	<b>£</b>
Over Kellet Village Hall – Room Hire on 13/02/24	14.00
Mike Ashton. Lengthsman Services, February – March 2024	tbc
Derek Whiteway – Parish Clerk salary and expenses, February 2024	268.16
HMRC – PAYE deductions, February 2024	60.40