

OVER KELLET PARISH COUNCIL

Parish Council Meeting to be held at the Over Kellet Village Hall on
Tuesday, 9th April 2024, commencing at 7.15pm

A G E N D A

1. **Apologies.**
2. **Minutes of the Parish Council Meeting held on Tuesday, 12th March 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.

Application No:	Description
24/0054/TPO	T1 and T2 - Sycamores - Crown reduction by 30% Shenstone, The Green, Over Kellet. Consultation Deadline – 1st April 2024
24/0064/TCA	T1 - Fell, T2 (Beech) - general tidy, T3 (Oak) - 1/3 reduction, T4 (Beach) - general tidy and 1/3 reduction, T5 - Thinned and reduced T6 (bank of trees) - general tidy. Shenstone, The Green, Over Kellet. Consultation Deadline – 19th April 2024
24/00314/FUL	Erection of 5 dwellings and garages, construction of internal access roads, driveways and associated landscaping. Old Hall Farm, Kirkby Lonsdale Road, Over Kellet. Consultation Deadline – 17th April 2024
24/00308/FUL	Installation of three windows to the south elevation. Unit 6 Oakwood Way Carnforth Business Park Carnforth Consultation Deadline – 9th April 2024

5. **Planning Authority Decisions.** To receive an update on previously considered applications. (report attached)
6. **80th Anniversary of D-Day.** To consider options for marking the anniversary.
7. **Footpaths.** To consider an update and options relating to the parish's footpaths.
8. **Biodiversity Small Grants Scheme.** Update on the project.
9. **Designation of Community Assets.** Update on the resolution to apply for The Eagle's Head to be designated as an Asset of Community Value.
10. **Civility and Respect Project.** To consider the project being run by NALC et al and whether the Council should take the 'Civility and Respect Pledge'. Documentation previously circulated.

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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
3rd April 2024

Tel: 01524 64908
Email: clerk@overkelletpc.org

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 12th March 2024 at 7.15pm

Present: Councillor Graham Agnew – Chairman
Councillors David Burns, Josie Candlin, William Candlin, and Mathew Towers.
Derek Whiteway (Parish Clerk)

In attendance: 5 members of the public.

23/124 Apologies For Absence

Apologies were received from Councillors Derek Johnson and Liz Moody, County Councillor Phillippa Williamson and City Councillor Cllr Sarah McGowan.

23/125 Minutes of the Meeting of the Parish Council, held on Tuesday, 13th February 2024

Resolved: That the Minutes of the Meeting of the Parish Council, held on Tuesday, 13th February 2024 be approved and signed without further amendment.

Matters Arising from the Minutes

- 1. Minute 23/121(1) Road Closure Signs, Nether Kellet Road.** The signs were eventually removed and the County Council advised that a mistake had been made by the operator. Work is due to be undertaken at the location in late April and a Traffic Regulation Order had now been received.
- 2. Minute 23/121(2) Footpath FP0124009.** The Chairman advised that he had requested a quote for surfacing work on the footpath. He also reported that he was making enquiries about work required to the cobbled corners of the Village Green.
- 3. Minute 23/121(3) Unregistered Footpath between Bay View and Kirkby Lonsdale Road.** Reports of vegetation overgrowing onto the path had been raised with the residents concerned.
- 4. Minute 23/121(4) Highways Weed Spraying.** The Clerk had contacted County Councillor Williamson, who had requested a response from the Highways Service.

23/126 Declarations of Interest

Councillor Towers declared a personal friendship with the applicant for planning application ref 24/00275/FUL.

23/127 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
24/0033/TCA	<p>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. Plough House, The Green, Over Kellet.</p> <p>Resolved: No comments submitted.</p>
24/00268/FUL	<p>Construction of 12 additional carparking spaces within secure carpark. Porsche Centre South Lakes. 1 Electric Drive, Carnforth.</p> <p>Resolved: No comments to be submitted</p>
24/00275/FUL	<p>Erection of a single storey dwelling and two storey garage/store building (C3) with associated access and landscaping. Land At Grid Reference E352250 N470040, Kirkby Lonsdale Road, Over Kellet.</p> <p>The applicant attended the meeting and addressed Councillors, setting out changes made to the proposed development, which were intended to remove those points of objection that had led to previous refusal.</p> <p>Councillors discussed the application with reference to the Planning Inspector's recent dismissal of the applicant's appeal. The Conservation Officer's concerns were also acknowledged and discussed in relation to maintaining the character of the village. Some Councillors expressed ongoing concerns for the future of the site if plans were not approved.</p> <p>It was proposed by the Chairman, seconded by Councillor Burns and passed unanimously that the Parish Council should raise no objection to the application.</p> <p>Resolved: No Objection</p>
21/00363/FUL 23/01103/FUL	<p>Consultation on potential developer offsite contributions (s106 Agreement). Proposed housing developments at Old Hall Farm, Over Kellet.</p> <p>Councillors discussed the City Council's recent consultation email, which set out potential levels of developer contributions from the above applications. The City Council's initial proposals included allocations to Outdoor Sports; Childrens Play Areas (both centred on the Wilsons Endowed CofE School); Young Person Provisions and Parks and Gardens.</p> <p>Following discussion, Councillors agreed that the Council should liaise with the headteacher of the Wilson's Endowed CofE School with a view to producing a coordinated response to the consultation.</p> <p>Action: The Chairman will contact the School's Headteacher to discuss the Parish Council's response to the consultation.</p>

2) Other Planning Matters

- a) **Redwell Inn – Self-Storage Containers.** No further information had been received.
- b) **Restarigg Chicken Farm.** The Clerk advised of an enquiry from the owner of the Restarigg chicken farm regarding proposals to erect a fence and hedge screening on the roadside. Councillors agreed that a response should be sent expressing no concerns over the proposals but advising that the owner consult Lancaster City Council regarding planning permission.

Action: The Clerk will reply to the owner's email.

23/128 Planning Authority Decisions

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

Resolved: That the Clerk's report is noted

23/129 Lancaster City Council Local Plan Review

The Chairman provided feedback from a Forum meeting held on Wednesday, 28th February 2024. Councillors discussed ways in which to engage with residents and the City Council in the review.

Action: Enquiries will be made to clarify the City Council's next stages and steps in consulting the Parish Council.

23/130 Local Delivery Scheme and Biodiversity Small Grants Scheme

Councillor Johnson had circulated an update indicating that seven applicants had offered locations for bat/swift boxes. Cllr Johnson had entered into discussions with the residents as to which boxes would be most appropriate for their houses.

Councillor Josie Candlin reported an enquiry received regarding gardening and planting work required around the Village Hall grounds. Councillors had not yet seen the details of enquiry. The Clerk advised that his initial view was the proposed work probably did not meet the criteria for the Biodiversity funding, but that the Parish Council might wish to consider other funds. Councillors agreed that the proposal should be considered at a future meeting.

Action: A request for assistance with work at the Village Hall will be considered at a future meeting of the Parish Council.

23/131 Designation of an Asset of Community Value (ACV)

Councillors thanked Councillor William Candlin for his work on the draft ACV application. Councillors resolved unanimously that the application should be submitted to Lancaster City Council. The Parish Council also thanked residents for their valuable input to and support for the process.

Resolved: That the draft ACV application for the Eagles Head is approved and submitted to Lancaster City Council.

23/132 Annual Governance and Accountability Return (AGAR) and Internal Audit.

The Clerk advised Councillors of the timetable and arrangements for the 2023/24 AGAR and asked the Council to appoint Dawn Allen as the Internal Auditor.

Resolved: That Dawn Allen be appointed as the Internal auditor for the 2023/24 review.

23/133 Adjournment For Public Discussion and Information Only Updates:

Reports and Questions from Members of The Public:

1. Post Box.

Two residents raised further questions over the closure of the post box at the Village Green. The Chairman advised that he was preparing to send to the Royal Mail a further request and argument for the box to be reinstated. Councillors agreed that discussions should be held with the current owner of the former village store regarding the possible reinstatement of the post box.

Action: The Parish Council will prepare a further to approach and request to the Royal Mail to restore a postal collection to the centre of the village.

Clerk's Report:

2. 80th Anniversary of D-Day.

Ean email had been received from the Lancashire Lieutenancy seeking support for a 'Light Up Lancashire' event on 6th June to commemorate the 80th anniversary of the D-Day Landings.

Councillors agreed that options for participating should be investigated and Councillor William Candlin volunteered to take a lead on the matter.

Action: The Parish Council will investigate options for participating in events to commemorate the anniversary.

Members' Reports:

3. LALC.

Nothing to report.

4. Quarries.

A meeting of the Quarry Liaison Group was being held on Wednesday 13th March 2024. Councillor Johnson had provided an update drawing attention to the public consultation meeting scheduled for 3rd April 1pm - 7pm in the Village Hall. Back Lane Quarry monitoring data had shown both vibration and Air Over Pressure readings to be with the permitted limits. No recent figures had been received from Leapers Wood Quarry.

5. Allotments.

The Allotments Association had contacted "LESS" regarding the review of allotment provision in the district and had also been in touch with Lancaster City Council about the absence of Over Kellet Allotments from the City's website.

6. Village Hall.

Councillor Josie Candlin gave a brief verbal update on activities and developments at the Village Hall.

7. Lengthsman.

Nothing further to report.

8. Other Matters.

The Chairman reported that he had recently attended the opening of the largest log drying kiln in the UK, at Logs Direct at Brooklands Farm on Addington Road.

City and County Councillors' Reports:

- 9. County Councillor Williamson.** The Clerk had recently received County Councillor Williamson's latest Town and Parish Council Update, which would be posted on the Parish Council's website.

23/134 PAYMENT OF ACCOUNTS

Payee & Detail	£
Over Kellet Village Hall – Room Hire on 13/02/24	14.00
Derek Whiteway – Parish Clerk salary and expenses, February 2024	268.16
HMRC – PAYE deductions, February 2024	60.40
NPower – Christmas Tree Electricity Supply, Dec-Jan 2024/25	14.57

Resolved: That the above accounts are approved for payment

23/135 DATE & TIME OF NEXT MEETING

The next Council meeting is to be held on Tuesday, 9th April 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 March – April 2024

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
24/0033/TCA 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. Plough House, The Green, Over Kellet.	No comments submitted. (minute 23/127)	Application Permitted
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.	No comments submitted. (minute 23/114)	Application Permitted
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.	No comments submitted. (minute 23/114)	Application Permitted

Part B – Undecided Applications

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.

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

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.

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

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)

23/01474/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)

24/00268/FUL Construction of 12 additional carparking spaces within secure carpark. Porsche Centre South Lakes. 1 Electric Drive, Carnforth.

PC Response: No comments to be submitted. (minute 23/127)

24/00275/FUL Erection of a single storey dwelling and two storey garage/store building (C3) with associated access and landscaping. Land At Grid Reference E352250 N470040, Kirkby Lonsdale Road, Over Kellet.

PC Response: No Objection. (minute 23/127)

OVER KELLET PARISH COUNCIL

Parish Council Meeting, 9th April 2024

Agenda Item 12 – Payments for Authorisation

Payee & Detail	£
Over Kellet Village Hall – Room Hire on 12/03/2024	14.00
Over Kellet Village Hall – Post Office Outreach Service Room Hire, December 2023 to March 2024. 16 days x 2 hours/day	112.00
Mike Ashton. Lengthsman Services, February – April 2024	tbc
Derek Whiteway – Parish Clerk salary and expenses, March 2024	337.80
HMRC – PAYE deductions, March 2024	84.40