

OVER KELLET PARISH COUNCIL

**Parish Council Meeting to be held at the Over Kellet Village Hall on
Tuesday, 14th April 2026, commencing at 7.15pm**

A G E N D A

1. **Apologies.**
2. **Appointment of a Vice-Chair.**
3. **Vacancy for a Parish Councillor.** Chairman and Clerk to report.
4. **Minutes of the Meeting of the Parish Council held on Tuesday, 10th March 2026**
(circulated previously).
5. **Declarations of Interest.**
6. **Public Participation.** To adjourn the meeting for a period of public participation. Note:
This item will normally be limited to 15 minutes. Any matters needing a decision will be
considered as an agenda item at a future meeting).
7. **Planning Applications.**
 - a) To consider and comment on the following new planning application consultations
received since the last meeting.

Application No:	Description
26/00340/AD	Agricultural determination for the erection of 2 agricultural storage buildings for equipment and machinery. Havelock House, Borwick Road, Capernwray. Consultation Deadline: 13th April 2026. No response submitted
26/00281/FUL	Demolition of existing rear conservatory and erection of a single storey rear extension with a pergola, replacement porch and windows and installation of rooflights and external cladding. 1 Hall Garth Close, Capernwray Road, Over Kellet. Consultation Deadline: 20th April 2026.

- b) **Planning Authority Decisions.** To receive an update on previously considered applications. Clerk's report attached.
 - c) **Other Planning Matters.**
8. **Fire Hydrants in Over Kellet.** Councillor Davies to report.
9. **Traffic Matters.** To consider any further action/requests to Lancashire County Council.
10. **Village Defibrillator.** To consider a request for replacement of batteries and pads.
11. **Parish Council Projects.**
12. **Consultations.**
None received.

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13. **Update Reports.** To provide 'information only' updates on activities in recent weeks.
 1. Clerk's report on activities and correspondence since the last meeting
 2. Members updates and reports since the last meeting, including:
 - 1) LALC 2) Quarries 3) Village Hall 4) Allotments
 - 5) Lengthsman 6) Biodiversity 7) Other Matters
 3. Report of District and County Councillors
14. **Finances.** Clerk's report attached.
15. **Payments.** To authorise payment of accounts. Report attached.
16. To confirm the **date and time of the next meeting.**

Derek Whiteway, Parish Clerk
9th April 2026

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, 10th March 2026 at 7.15pm

Present: Councillor Graham Agnew – Chairman
Councillors David Burns, Cliff Davies and Jonathan Perruzza.
County Councillor Graham Dalton
City Councillor James Sommerville
Derek Whiteway, Parish Clerk

In attendance: 4 members of the public.

25/122 Apologies For Absence

Apologies were received from Councillors Josie Candlin and Liz Moody.

25/123 Vacancy for a Parish Councillor.

The Chairman reported that Councillor Derek Johnson had recently resigned for personal reasons. The Chairman paid tribute to Councillor Johnson's commitment and contribution to the Parish Council and the local community.

The Clerk had notified Lancaster City Council of the resulting Casual Vacancy for a Parish Councillor and the statutory notice had been posted, the expiry date being 20th March 2026.

25/124 Minutes of the Meeting of the Parish Council held on Tuesday, 10th February 2026

Resolved: That the minutes of the Meeting of the Parish Council, held on Tuesday, 10th February 2026 be approved and signed without further amendment.

Matters Arising from the Minutes

1) 25/113(1) Traffic Issues.

Lancashire County Council had replied to an enquiry about traffic controls on Kirkby Lonsdale Road as follows:

Please find attached SpID (Speed Indicator Device) data for when it was deployed on Kirkby Lonsdale Road, Over Kellet in December 2025. I have provided a summary along with all the raw data collected. The 85th percentile speed recorded during deployment was 26mph and the vast majority of vehicles (97.4%) were recorded travelling under the speed limit. This location will remain on the deployment list and will be deployed again in due course.

Councillors discussed the location used for the SpID and alternative locations for the future. At the suggestion of a member of the public, Councillors agreed to invite residents' views via Over Kellet View. Concerns were discussed about other roads in the parish, including Capernwray Road.

Actions

1) The Clerk will include an invitation in the April issue of Over Kellet View to residents to suggest sites for a future deployment of a temporary SpID.

- 2)** The Clerk will look into arrangements for collecting and using data from the Parish Council's own SplD on Kirkby Lonsdale Road.

3) An item will be included on the Council's April agenda to review information and consider future action.

Graham Dalton reported that the 30mph sign is now back in place on Kellet Road on the entrance to the village from Carnforth.

2) 25/113(2) Flooding on Kellet Lane near canal bridge.

A resident felt that some work had been done, but it had also been noticed that there had been further flooding and the traffic lights had been out. No further action at this stage.

3) 25/113(3) Abandoned cars at the Village Green.

It was noted that one of the cars had been removed and the remaining car had been wheel-clamped by the DVLA. Councillors agreed that no further action was needed.

4) 25/113(4) Potholes on Nether Kellet Road.

Councillor Davies is to report further potholes using Love Clean Streets.

5) 25/113(5) Dangerous pooling of water on J35 roundabout.

No update had been received from Lancashire County Council. Councillors agreed that this should be followed up and that Councillor Dalton be copied in to any correspondence.

6) 25/113(6) Hedgerows bordering Maggie Eglin Lane.

Councillor Burns had met with the landowner, who was arranging for a contractor to trim the hedgerow at an appropriate time.

7) 25/115(2) Church Bank Green Status and Maintenance

The Clerk had sent an enquiry to Lancaster City Council seeking their views about designating the Church Bank Green as a Village Green. A response is awaited.

8) 25/115(3) Top Green Footpath Signage.

The Clerk had submitted a request to the PRoW Team to investigate and improve the footpath signage at the Top Green. The PRoW Team had responded as follows:

Response: We prioritise reports according to their impact on the public. When prioritising, we take into account the local environment, how many people are affected, whether they can bypass the problem, etc. The reason for the problem or the length of time it's existed are lesser considerations. We will contact you again when your report has been resolved or closed.

Councillors agreed that the PRoW Team be allowed time to investigate and attend to the matter.

9) 25/115(5) Road Safety Stickers

'Slow Down, Save Lives' (SDSL) resources are still available from Lancashire County Council. A pack contains 250 bins stickers, a banner and 2 x high viz jackets.

Councillors agreed that a pack should be ordered.

Action. The Clerk will order a SDSL resource pack from Lancashire County Council.

10) 25/120(10) Bright External Light at Birkland Barrow

The bright light previously reported no longer appears to be operated.

25/125 Declarations of Interest

None reported.

25/126 Public Participation.

A resident of Capernwray reported issues regarding unfinished pothole repairs near his property. The Clerk had reported the matter to Lancashire County Council. County Councillor Dalton offered his assistance with the matter.

Action: The Clerk will share details of his report with County Councillor Dalton.

25/127 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
26/00141/FUL	Erection of a two storey extension to the side. 3 Capernwray Court, Borwick Road, Capernwray. Resolved: No comment to be submitted.

2) Planning Authority Decisions

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

Resolved: That the Clerk's report is noted

3) Other Planning Matters

a) 25/039 - Redwell Inn – Self-Storage Containers and Glamping Pods.

Councillor Davies reported that his enquiries with United Utilities had indicated no water supply and sewerage on the glamping pods site, Councillors agreed that Lancaster City Council should be asked to revisit the concerns about the site.

Action: The Clerk will draft an enquiry to the City Council's Planning Enforcement and Environmental Health team, setting out the Parish Council's findings and concerns.

b) Application 25/00562/FUL - Erection of drive-thru restaurant(McDonalds).
Land at Electric Drive, Carnforth.

The Parish Council had received an email from a resident expressing further concerns over the planning application, particularly in relation to littering in the vicinity of the bench on Kellet Road. Following discussion, Councillors agreed that concerns over this issue had been adequately covered in both of the Council's consultation responses. Councillors and residents discussed options for placing a litter bin near the bench on Kellet Road. Councillors agreed that this should be added to the Council's Project List and that the resident should be thanked for his efforts in removing litter discarded in that area.

Action: The Clerk will add the possibility of providing a litter bin at this location to the Parish Project list. The Clerk will write to the resident advising of the Council's conclusions on the matter and thanking him for his litter clearing efforts.

25/128 Fire Hydrants in Over Kellet.

Councillor Davies reported his findings to date regarding the number and location of fire hydrants serving Over Kellet's new housing developments. It was evident that further action on the hydrants should be forthcoming from United Utilities and Lancashire County Council. Following discussion, Councillors agreed that there was no further action required at this stage, but that information is to be shared with County Councillor Dalton.

Action: Councillor Davies' findings will be shared with County Councillor Dalton.

25/129 Parish Council Projects.

No progress reported.

25/130 Consultations

No new consultations

25/131 Update Reports:

Clerk's Report:

- 1. Councillor Roles.** The Clerk advised that the Council should consider reassigning the roles and areas of interest covered by former Councillor Johnson, including Quarry Liaison and biodiversity matters. The Council would also need to appoint at least one more Councillor as a signatory to the bank account.

The Chairman agreed to take on the Quarry Liaison role.

- 2. Clerk's Retirement.** The Clerk advised that he was now intending to retire from the post at the end of May 2026.. The Clerk suggested that a group of 2 Councillors plus himself should be established to manage the recruitment and handover process. Councillor Davies volunteered and Councillors agreed that Councillor Candlin should be asked if she would participate.

Agreed: A group of 2 Councillors plus the Clerk will be established to manage the recruitment and handover process.

Members' Reports:

3. LALC.

Nothing to report

4. Quarries.

Notice had been received from Lancashire CC that the Back Lane Quarry planning application LCC/2024/0012 had been approved and the s106 agreement signed. The associated Leapers Wood Quarry application LCC/2024/0013 is still being processed.

The next liaison meeting is scheduled for 26th March 2026.

5. Allotments.

Nothing to report.

6. Village Hall.

Nothing to report.

7. Lengthsman. (Chairman)

Nothing to report.

8. Biodiversity and Environment.

The Council plans to include an item on a future agenda to confirm its policy regarding the management of Top Green.

Action: The Clerk will arrange for the matter to be considered at a forthcoming meeting.

9. Other Matters.

The Chairman reported that he had attended the recent event to welcome the new vicar of St Cuthbert's Church.

City and County Councillors' Reports:

10. County Council

County Councillor Graham Dalton provided a verbal update on the County Council's 2026/27 budget and on developments within the Social Care sector.

11. City Councillor.

City Councillor James Sommerville gave a verbal update regarding the impending changes to household waste collection services, with the new food waste bins arriving this month. The bin collection calendar will change, to a 3-week collection cycle, with food waste collected every week.

Councillors expressed some concerns about the quality and size of some of the new wheelie bins and their suitability for small households.

25/132 Finances.

The Clerk introduced the monitoring report. There were no urgent matters arising and no intervention/decisions required.

25/133 Payment of Accounts

Payee & Detail	£
Mike Ashton – Lengthsman services	211.60
Over Kellet Village Hall – Hire of hall on 10/02/2026	14.00
Derek Whiteway – Parish Clerk salary and expenses, February 2026 (includes £20.25 re HP Instant Ink invoices less printing recharges)	257.25
HMRC – PAYE deductions, February 2026	59.20
Hudson Hill. Website hosting services, April 2026	11.99

Resolved: That payment of the above accounts is approved.

25/134 Date & Time of Next Meeting

The next Council meeting is to be held on Tuesday, 14th April 2026.

The meeting closed at 9.00pm.

Clerk of the Council

Chairman

Date:

Agenda Item: 7(b)

Planning Application Comments and Decisions

Update for March – April 2026

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
LCC/2024/0012 (County Council) Amendment to conditions 1,2,4,6, 41 and 43 of planning permission ref 01/09/360 to permit an extension of the depth of the quarry to -37m AOD, continued working of the quarry until 31st December 2077 with restoration by 31st December 2078 and consequent amendments to the working scheme and restoration proposals. Back Lane Quarry, Back Lane, Nether Kellet, Carnforth.	No objection to the applications, but agree in principle to the suggestion to pursue a Community Benefit Fund, subject to further discussions between all three Councils.	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. Dunalld Mill Quarry, Long Dales Lane, Nether Kellet. PC Response: No comments to be submitted (Minute 21/118)		
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. PC Response: No objection, but ask the LPA to start implementing DM44 – a requirement for bat boxes, swift boxes, etc should be incorporated into the development. (minute 24/004)		
LCC/2024/0013 (County Council) Amendment to conditions 1,2,4,6, 40 and 41 of planning permission ref 01/03/1185 to permit an extension in the depth of the quarry to -37m AOD, continued working of the quarry until 31st December 2064 with interim restoration by 31st December 2065 and final restoration by 31st December 2078 and consequent amendments to the working scheme and restoration proposals. Leapers Wood Quarry, Kellet Road, Carnforth. PC Response: No objection to the applications, but agree in principle to the suggestion to pursue a Community Benefit Fund, subject to further discussions between all three Councils.		
24/01285/FUL and 24/01284/LB Conversion and rebuilding of barns to create 5 dwellings and associated works. Barn At Kirk House, Main Road, Over Kellet. PC Response: No comments submitted (Minute 24/080)		

Part B – Undecided Applications

24/01411/RCN Erection of 19 holiday chalets with associated access, car parking, landscaping, retention of existing soil mound and installation of a package treatment plant (pursuant to the removal of condition 6 on planning permission 21/00543/FUL which relates to the provision of an Employment and Skills Plan). Capernwray Diving Centre, Jackdaw Quarry, Capernwray Road, Capernwray.

PC Response: No comments submitted (Minute 24/080)

25/00562/FUL Erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works. Land At Electric Drive, Carnforth.

PC Response: That the Parish Council respond seeking refusal of the application. (Minute 25/030)

25/00704/FUL Erection of a link attached extension to the northwest elevation including associated car parking and new vehicle access. Capernwray Hall Church, Borwick Road, Capernwray.

PC Response: To submit a response expressing support for the application. (Minute 25/042).

25/00022/ENF (Appeal) Appeal against enforcement notice issued for without planning permission the engineering operation consisting of the widening of the existing vehicular access from Kellet Lane. Kellet Bridge Farm, Kellet Lane, Over Kellet.

PC Response: A response is to be agreed and submitted. (Minute 25/054).

25/00025/REFLB (Appeal) (APP/A2335/Y/25/3370655) Appeal against refusal of application 24/00626/VCN for the variation of condition 2 on listed building consent 21/00358/LB to amend the approved plans to include alterations to fenestration and amendments to floor plans and the addition of first floor (roadside barn) and second floor (central barn) levels) Old Hall Farm.

PC Response: A response is to be submitted not commenting on the specifics of the application and reasons for refusal, but expressing the Council's hope that ongoing planning differences can be resolved and the development completed in the near future. (Minute 25/054)

25/01020/FUL Erection of a self build detached dwelling and garage, alterations to land levels with associated retaining walls, landscaping and creation of vehicular access on to Greenways. Garden To The Rear Of Graythwaite, Kirkby Lonsdale Road, Over Kellet.

PC Response: No comments submitted (Minute 25/068)

25/00562/FUL Erection of drive-thru restaurant with associated access, servicing, car parking, hard and soft landscaping and other associated works. Land at Electric Drive, Carnforth.

PC Response: That a response be submitted reiterating the Council's opposition to the development and commenting on issues arising from the amended. (Minute 25/117(1))

26/00113/VCN Change of use of land for the siting of 16 static caravans, including excavation of land, associated access and landscaping (Pursuant to the variation of conditions 2 and 8 on planning permission 24/00668/FUL to amend the previously approved site plan). McCarthy Caravan Parks, Castle View Park, Borwick Road, Capernwray.

PC Response: No comments submitted (Minute 25/117(1)).

26/00141/FUL Erection of a two storey extension to the side. 3 Capernwray Court, Borwick Road, Capernwray.

PC Response: No comments submitted (Minute 25/127(1)).

Over Kellet Parish Council Meeting, 14th April 2026

Agenda Item 14 – Finance Update

Part 1 – General Account Budget Update as at 31/03/2026

Key messages:

- a) General Account balance at 31/03/26 is £9,455 compared with the approved target of £8,000. Councillors may wish to consider transferring up to £1,400 into one or more of its earmarked reserves.

Heading	Budget	Final to 31/03/26	Projected Variance
	£	£	£
A. Balance Bfwd	10,414	11,894	
Receipts			
Precept	10,000	10,000	-
Lengthsman Services (from NKPC)	170	438	268
Local Delivery Scheme (County Council)	500	-	500
Lengthsman Grant (City Council)	420	420	-
Bank Interest	300	467	167
VAT Refund	95	102	7
B. Sub-Total- Receipts	11,485	11,427	- 58
Payments			
Meetings & Administration			
Parish Clerk Salary	- 3,040	- 3,001	39
PAYE	- 760	- 781	21
Councillor Training	- 50	-	50
Parish Clerk Training	- 100	-	100
Parish Clerk Expenses	- 60	-	60
Councillors Expenses	- 50	- 40	10
Meeting Room Hire	- 180	- 154	26
Subscriptions	- 200	- 195	5
ICO Registration	- 35	- 47	12
Insurance	- 860	- 885	25
Printing & Stationery	- 100	- 105	5
IT Services	- 230	- 230	0
Internal Audit	- 75	- 68	7
Bank Charges	- 80	- 73	7
Local Services and Events			
Lengthsman Services	- 4,000	- 2,533	1,467
Act of Remembrance	- 75	- 75	-
Bus Shelter Site Rental	- 10	- 10	-
Post Office Outreach Service	- 380	- 364	16
Grants to Local Organisations			
St Cuthberts PCC	- 540	- 540	-
OK View Contribution	- 1,000	- 1,500	500
The Kellets Twinning Association	- 60	-	60
Miscellaneous			
Repairs & Maintenance	- 50	-	50
Section 137 Expenses	-	-	-
Miscellaneous	- 60	-	60
Xmas Tree Electricity & Supplies	- 40	- 42	2
Recoverable VAT	-	- 348	348
Assets			
Contributions to Reserves	-	- 2,500	2,500
C. Total Payments	- 12,035	- 13,492	1,457
D. Net Receipts/Payments (B-C)	- 550	2,064	1,514
E. Balance Cfwd (A+D)	9,864	9,830	1,514

Part 2 –General Account and Earmarked Reserves Summary

Key messages:

- Parish Plan Support Reserve balance £7,526 and Wind Turbine CBF £5,351 provide just under £13k to support projects within the Parish.
- The initial funding from the Quarries CBF (of £405 in respect of 2025 outputs) was received on 30th March 2026.

Reserves Summary	General Account	Allotments Reserve	Biodiversity Small Grants Fund	Elections Reserve	Emergency Plan	Gala Fund	Parish Plan Support Reserve	Wind Turbine CBF	Kellet Quarries CBF	Totals
	£	£	£	£	£	£	£	£		£
Balance bfwd 01/04/2025	11,894	400	561	1,000	819	270	5,551	3,776	-	24,271
Payments into the Reserve	11,427	40	-	-	-	-	2,500	1,574	405	15,947
Payments from the Reserve	- 13,492	- -	45	-	-	- -	525	-	- -	14,062
Current Balance	9,830	440	516	1,000	819	270	7,526	5,351	405	26,156

Part 3 – Bank Reconciliation as at 31st March 2026

Key messages:

- The 2026/27 precept of £11,000 was received into the Current Account on 7th April 2026, giving a balance of £13,191.
- Recommendations:** Given current commitments and spending forecasts, it is recommended that £5,000 be transferred from the Current Account to the Instant Access Account.

Bank Balance	31/03/2026	Unity Trust Instant Access	23,964.73	
		Unity Trust Current	2,191.14	
		Total	26,155.87	Agreed

Cash Book Summary:			
Row Labels	Sum of £ Gross	Sum of Cleared Amt	Unpresented Items
Balance bfwd	24,270.80	24,270.80	0.00
Receipt	13,446.67	13,446.67	0.00
Payment	-11,561.60	-11,561.60	0.00
Grand Total	26,155.87	26,155.87	0.00

OVER KELLET PARISH COUNCIL

Parish Council Meeting, 14th April 2026

Agenda Item 15 - Payments for approval.

Payee & Detail	£
Mike Ashton – Lengthsman services	tbc
Over Kellet Village Hall – Hire of hall on 10/03/2026	14.00
Derek Whiteway – Parish Clerk salary and expenses, March 2026	237.20
HMRC – PAYE deductions, March 2026 (see note)	59.40
Hudson Hill. Website hosting services, May 2026	11.99

Note: PAYE for February 2026 was underpaid by £0.20 (£59.20 paid instead of £59.40)