

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 9th June 2026 at 7.15pm

Present: Councillor Josie Candlin – Chair
Councillors David Burns, Cliff Davies, Liz Moody and Jonathan Perruzza.
Derek Whiteway, Parish Clerk
County Councillor Graham Dalton

In attendance: 5 members of the public.

26/031 Apologies For Absence

Apologies were received from Councillor Graham Agnew and from City Councillor James Sommerville.

26/032 Minutes of the Meeting of the Annual Parish Council held on Tuesday, 19th May 2026

Resolved: That the minutes of the Annual Meeting of the Parish Council, held on Tuesday, 19th May 2026 be approved and signed.

Matters Arising from the Minutes

1) 26/023(2) Potholes on Nether Kellet Road.

No work had yet been carried out on the reported potholes, although some, but not all, had been marked with white paint.. Councillor Candlin reported that pothole issues had been discussed at the recent LALC Local Committee meeting, with everyone present facing similar problems.

Councillor Candlin reported that a bad pothole at Kellet Lane bridge had been repaired.

Action: Monitor the situation

2) 26/023(3) Dangerous pooling of water on M6 J35 roundabout.

No further reports, but still an issue.

Action: Clerk to report to County Highways using My Services.

3) 26/023(5) Church Bank Green – Village Green Status and Maintenance

The Clerk had received a reply from Lancaster City Council to say that if the Parish Council served a formal notice for the Green to be designated as a Village Green, the City Council would consider it.

Action: The Clerk is to liaise with City Councillor Sommerville and seek clarification from the City Council on what needs to be done as regards serving a formal notice.

4) 26/023(6) Top Green Footpath Signage.

No further update.

Action: Councillor Agnew is to follow up with the Lengthsman on the provision and location of signage

5) 26/023(7) Road Safety Stickers

Stickers have been issued to several households in key locations throughout the village.

Action: Availability of the stickers to be publicised in Over Kellet View

6) 26/023(9) Kellet Road littering concerns.

No further update.

26/033 Declarations of Interest

None

26/034 Public Participation.

- 1) **Road safety concerns.** A member of the public asked if there had been any further action following the open meeting held at Whittington Village Hall.

The Clerk advised that Whittington PC had continued to submit views and concerns from all parties to Lancashire County Council, Police and the local MP.

Councillor Davies referred to traffic calming measures installed recently in Arnside.

Action: Councillor Davies volunteered to speak to Arnside Parish Council to understand how these measures were obtained.

- 2) **Public footpath safety issues.** A member of the public reported an issue with the kissing gate at top of flight of steps at the Kirkby Lonsdale Road end of FP0124009, stating that this was dangerous due to the absence of a handrail. Councillor Davies had looked at the site and agreed there were safety issues.

The Clerk advised that this issue was already registered on the Council's projects list and suggested that Councillor Davies might wish to take a lead on the matter.

Action: Councillor Davies will take a lead on the matter and submit his findings to a future meeting's update on 'Parish Projects'.

- 3) **Kirklands Road pavement handrail.** A member of the public reported that a handrail attached to the top of a house boundary wall on Kirklands Road was inaccessible due to severe hedge overgrowth. Councillors agreed that the Tree and Footpaths Officer should be asked to visit the property concerned.

Action: The Tree and Footpaths Officer will be asked to visit the property concerned and ask for the hedge overgrowth to be trimmed.

- 4) **Public Footpath Surfaces.** A member of the public suggested that some of the village's public footpaths needed surface washing (the path from Bay View to the Kirkby Lonsdale Road being an example), and offered the use of a power washer for the purpose. Councillors agreed that this, and other paths would benefit from washing and agreed that the parishioner's suggestion and offer should be referred to the Lengthsman to consider.

Action: The suggestion and offer of a power washer will be referred to the Parish's Lengthsman to consider.

- 5) **Garden Plot at the Junction of Greenways and Craggs View.** A resident had emailed, volunteering to maintain the plot. Councillor Davies and an estate resident advised that Craggs View householders were covenanted to maintain the plot. Councillors agreed that the offer of help be shared with relevant householders.

Action: Councillor Davies and the resident will consult Craggs View householders regarding the offer of help.

- 6) **Over Kellet View.** The Clerk had received a letter from a resident asking whether the Council was satisfied that it was receiving value for money for its financial contribution to the Over Kellet View magazine. The letter also made several suggestions regarding the format and content of the magazine.

Councillors agreed that they were satisfied that recent increases in financial support were justified and they supported the work being done by the OK View Management and Editorial Board. Councillors agreed that the resident should raise points about the magazine's content directly with the OK View editors. All residents in attendance expressed their satisfaction with and support for the magazine.

Action: The Clerk will reply to the resident expressing the views of the Council.

26/035 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
26/00490/FUL	Retrospective application for the retention of hard standing and siting of two static caravans. McCarthy Caravan Parks, Castle View Park, Borwick Road, Capernwray. Resolved: No response to be submitted.
24/01285/FUL and 24/01284/LB	Relevant partial demolition, conversion and redevelopment of barns to form 4 dwellings and associated works. Barn at Kirk House, Main Road, Over Kellet. Resolved: No response 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

No further updates.

26/036 Community Facilities

Councillor Davies had circulated a letter to all Councillors prior to the meeting, setting out ideas to develop community facilities within the village. A main consideration in Councillor Davies' was the establishment of a community body to work alongside the Parish Council.

Councillors agreed that the proposals should be considered formally at the July meeting of the Council.

Action: An item will be included on the agenda for the July meeting, with Councillor Davies to submit a motion for decision by the Council.

Action: The Clerk will request an update from Lancaster City Council on the amounts and application of s106 monies arising from housing developments in the Parish.

26/037 Review of Council Policies and Procedures.

The item was deferred until the July meeting.

26/038 Parish Council Projects.

- 1) **Village Gates.** Councillor Candlin reported that a response received from County Highways had been very negative about the proposals, but that LALC had suggested a possible way forward. County Councillor Dalton suggested that the Parish Council might benefit from stressing a 'Civic Pride' element to the proposals.
- 2) **Village Green Surrounds.** Councillor Burns reported that this was ongoing, with an official quotation awaited.

26/039 Consultations.

None received

26/040 Update Reports:

Clerk's Report:

1. Local Plan Forum.

Lancaster City Council had invited Parish Councillors to attend a Parish Council Planning Forum at the Storey Institute on Tuesday 16 June 2026.. Councillor Burns and possibly Councillor Davies were available to attend.

2. Clerk's Retirement.

No progress since the last meeting. Now realistically looking at the summer recess to allow time to organise.

Members' Reports:

3. LALC.

No further reports.

4. Quarries.

No further reports.

5. Allotments.

The Allotments Association's AGM is scheduled for 18th June 2026. The Association is still looking for a new Secretary. The Association is to discuss whether a site can be designated for the Lengthsman to dispose of grass cuttings.

6. Village Hall.

The Village Hall is in need of a gardener and is seeking volunteers. A new Health and Safety notice board and file has been established. The smoke alarm needs replacing. It was noted that the village School's consultation about establishing a nursery was running during June 2026.

The next meeting (AGM) of the Village Hall Committee was scheduled for October 2026.

7. Lengthsman.

No further reports.

8. Biodiversity and Environment.

Councillor Candlin provided an update on discussions regarding the status of the Top Green. Discussions had been held with the Lengthsman, the Hermitage project (Caton) and an interested local resident. Proposal for a management plan are being developed, which will require volunteers. An article is planned for inclusion in Over Kellet View regarding the project and future needs.

9. Other Matters.

Councillor Davies enquired whether the Village Hall defibrillator was now working. Councillor Moody confirmed that it was.

City and County Councillors' Reports:

1. County Council (County Councillor Graham Dalton)

Fire Hydrants. Councillor Dalton passed on Councillor Davies' conclusions regarding local fire hydrants to County Councillor Gerald Mirfin, Chair of the Audit, Risk and Governance Committee. Councillor Mirfin had arranged for a new fire hydrant inspection for the parish.

Civic Pride. The theme of Civic Pride had been adopted by the County Council and is worth considering in any Parish proposals involving County Council input.

Lancashire Local Government Reorganisation. There remains a lack of clarity, but there will be major changes for Parish Councils in terms of their communications and relationships with the new authorities.

Highways. The County Council's capital works budget (including repairs and improvements) for 2026/27 is £78m. The overall County Council revenue budget is £1.2bn. Councillor Dalton advised that all parishes in his division were experiencing similar issues with highways and traffic and that a clear plan of attack on these issues was needed.

2. City Council.

No report received.

26/041 Finances.

The Clerk presented a budget update report, which was accepted.

26/042 Payment of Accounts

Payee & Detail	£
Over Kellet Village Hall – Hire of hall on 19/05/2026	14.00
Derek Whiteway – Parish Clerk salary and expenses, May 2026	237.20
HMRC – PAYE deductions, May 2026	59.20
NPower – Christmas Tree lighting electricity supply, December 2025	14.23
Hudson Hill. Website hosting services, July 2026	11.99
ICO Data Protection registration due by DD on 17 th July 2026	47.00

Resolved: That payment of the above accounts is approved.

26/043 Date & Time of Next Meeting

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

The meeting closed at 9.12pm.

Clerk of the Council

Derek Whiteway

Chairman

Graham D. Jones

Date: 14th July 2026