

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 14th July 2026 at 7.15pm

Present: Councillor Graham Agnew – Chair
Councillors David Burns, Josie Candlin and Jonathan Perruzza

Derek Whiteway, Parish Clerk

In attendance: 5 members of the public.

26/044 Apologies For Absence

Apologies were received from Councillor Cliff Davies.

26/045 Minutes of the Meeting of the Parish Council held on Tuesday, 9th June 2026

Resolved: That the minutes of the Meeting of the Parish Council, held on Tuesday, 9th June 2026 be approved and signed.

Matters Arising from the Minutes

1) 26/032(1) Potholes on Nether Kellet Road.

Councillor Davies had circulated a briefing note prior to the meeting, which gave an update on the potholes and recommended that the Parish Council take up ongoing issues with County Councillor Graham Dalton.

Action: The Chairman will consider Councillor Davies' report.

2) 26/032(2) Dangerous pooling of water on J35 roundabout.

No recent updates, but this is still regarded as an issue.

Action: The Clerk will make a report to Lancashire County Council.

3) 26/032(3) Church Bank Green Status and Maintenance

No further progress made. Councillors agreed that a formal letter should be submitted to Lancaster City Council asking that they voluntarily designate the Green as a Village Green.

Action: The Clerk will engage with City Councillor James Sommerville and submit a formal request to Lancaster City Council that they voluntarily designate the Church Bak Green as a Village Green.

4) 26/032(4) Top Green Footpath Signage.

No further developments.

Action: The Chairman will take up matters relating to signage with the Parish Lengthsman.

5) 26/032(5) Road Safety Stickers

Several batches of stickers have been distributed by Councillors. A mention in the July issue of OK View that stickers were available had produced no enquiries.

6) 26/034(1) Road Safety Measures

Councillor Davies' briefing note, circulated prior to the meeting, gave a report into several options for road safety and traffic calming measures. Councillors agreed that this needed further consideration and should be discussed over the Summer.

Action: Arrangements will be made for Councillors to discuss Councillor Davies' report and the overall issue of road safety, over the Summer.

7) 26/034(2) Public Footpath Safety Issues

Councillor Davies' briefing note, circulated prior to the meeting, gave a report into his investigation into concerns raised about the safety of exits from the Kirklands footpath (ref FP0124009) at both the Kirkby Lonsdale Road and Nether Kellet Lane ends. The Clerk advised that this was an item included in the Council's 'Parish Projects' programme, which was due for review. Councillors agreed that this needed further consideration and should be discussed over the Summer.

Action: Arrangements will be made for Councillors to review the Parish Projects programme, including this item, over the Summer.

8) 26/034(3) Kirklands Road handrail

The Clerk reported on a complaint received from a third party following a visit by the Footpaths Officer to a resident to request hedge trimming work. Councillors agreed that some minor measures were required to guide and assist the Footpaths Officer in his role and that the Clerk should reply fully to the complainant.

Action: The Clerk will reply fully to the complainant and draft further Footpaths Officer guidance for consideration by Councillors.

9) 26/034(5) Garden Plot at the Junction of Greenways and Craggs View.

No further progress.

Action: Councillor Davies will make enquiries with Craggs View residents about the offer of assistance with maintaining the plot.

26/046 Parish Councillor Vacancy.

The Clerk reported that Parish Councillor Liz Moody had recently tendered her resignation from the Council. This had resulted in there now being two casual vacancies on the Parish Council. Following advertisement of the first vacancy in Over Kellet View, two residents had expressed an interest in becoming a Councillor.

Councillors agreed that it would be useful to hold an informal meeting over the Summer, with the two prospective Councillors in attendance.

Action: The Clerk will liaise with Councillors to arrange an informal meeting over the Summer, prior to the September meeting of the Council.

26/047 Declarations of Interest

None

26/048 Public Participation.

Residents expressed concerns about the impact of ongoing road works on the Capernwray Road and the closure of Kellet Lane due to the recent damage to the canal bridge. Residents held a view that Capernwray Road was not suitable as a main diversion route. Following discussion, Councillors did not identify any specific course of action at this stage.

26/049 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
26/00660/AD	Agricultural determination for the deposit of inert material for the construction of an extension to an existing agricultural concrete yard. Kellet Bridge Farm, Kellet Lane, Over Kellet. Resolved: Councillor Burns proposed, seconded by Councillor Perruzza and carried unanimously that no response be submitted.
26/0119/TPO	T1 (Copper Beech) - Crown raise to provide clearance over the highway and garden; Crown reduce lower canopy to provide greater clearance from the dwelling by a maximum 30% live crown. Beech House, Nether Kellet Road, Over Kellet. Resolved: That no response be submitted.

2) Planning Authority Decisions

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

The report included notice of the City Council's refusal of planning application 25/00562/FUL for the erection of drive-thru restaurant (McDonalds) on land at Electric Drive, Carnforth.

Resolved: That the Clerk's report is noted.

3) Other Planning Matters

No further matters arising

26/050 Community Facilities.

Councillors agreed that this item be deferred until the September meeting of the Council.

26/051 Review of Council Policies and Procedures.

Councillors agreed that this item be deferred until the September meeting of the Council.

26/052 Parish Council Projects.

- 1) **Village Gates Proposal.** Councillor Candlin reported that she was still awaiting a further response from Lancashire County Council. It was agreed that Councillor Burns would replace Councillor Moody as a contributor to this project.
- 2) **Village Green Edging.** Councillor Burns reported that investigations were ongoing, with an official quotation for the work awaited.
- 3) **Village Seating.** The Chairman proposed that the now dilapidated seat at Moorclose Lane should be removed.

Action: Arrangements will be made for Councillors to review the Parish Projects programme, over the Summer.
--

26/053 Consultations.

- 1) Lancaster City Council-Local Plan Review. Councillors had been invited to a Local Plan Forum meeting on 1st September 2026.

26/054 Update Reports:

Clerk's Report:

Nothing further to report

Members' Reports:

1. LALC.

The next meeting of the LALC Local Area Committee is scheduled for 29th July. The Chairman is planning to attend.

2. Quarries.

Nothing to report

3. Allotments.

The Allotments Association have been considering a site for the Lengthsman to dispose of grass cuttings. At this time, the Lengthsman is unable to manoeuvre his trailer into the site. Councillor Burns enquired whether the entrance could be widened to give access.

There had still been no word from Lancaster City Council about the lease renewal.

4. Village Hall.

The Village Hall Committee's next meeting was the AGM, scheduled for 5th October 2026. It was noted that the Hall's Fire Safety Risk Assessment had recently been reviewed.

5. Lengthsman. (Chairman)

The Chairman is chasing up the supply of new roundels for siting at Top Green.

6. Biodiversity and Environment.

Councillor Candlin reported that no volunteers had come forward for the proposed Top Green maintenance project. A resident advised that the Bee Orchids

had recently reappeared on the Village Green.

7. Other Matters.

None reported.

City and County Councillors' Reports:

1. County Council

None.

2. City Councillor.

None.

26/055 Finances.

The Clerk presented a financial monitoring and banking update as at 30th June 2026. There were no significant matters arising and no interventions required.

Resolved: That the Clerk's report is noted.

26/056 Payment of Accounts

Payee & Detail	£
Mike Ashton – Lengthsman services, weeks 3 – 14, 2026/27	473.92
Over Kellet Village Hall – Hire of hall on 09/06/2026 and 14/07/2026	28.00
Over Kellet Village Hall – Post Office Hires for April-July 2026 17 days x 2 hours @ £3.50/hour	119.00
Derek Whiteway – Parish Clerk salary and expenses, June 2026	243.01
HMRC – PAYE deductions, June 2026	60.80
Derek Whiteway / HMRC. Gross salary for July 2026 (see note 1)	296.40
Hudson Hill. Website hosting services, August 2026	11.99
Hudson Hill. Website hosting services, September 2026 (see note 2)	11.99

Note 1. The Clerk's salary for July is due to be paid on 31st July 2026. Net pay and PAYE are yet to be calculated and the amounts will be confirmed with the Chairman prior to payment.

Note 2. The Hudson Hill invoice for September 2026 is expected to arrive in mid-August and payment will be due by 31st August (before the next meeting of the Parish Council).

Resolved: That payment of the above accounts is approved.

26/057 Date & Time of Next Meeting

The next Council meeting is to be held on Tuesday, 8th September 2026

The meeting closed at 20:35.

Clerk of the Council

Chairman

Date: