

OVER KELLET PARISH COUNCIL

Minutes of the Meeting of the Parish Council, held at the Over Kellet Village Hall on Tuesday, 15th September 2026 at 7.15pm

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

In attendance: 8 members of the public.

26/067 Apologies For Absence

Apologies were received from Councillors Josie Candlin and Lynda Williams and from City Councillor James Sommerville.

26/068 Minutes of the Meeting of the Parish Council held on Tuesday, 8th September 2026

Resolved: That the minutes of the Meeting of the Parish Council, held on Tuesday, 8th September 2026 be approved and signed.

Matters Arising from the Minutes (of the meetings on 14th July and 8th September 2026)

1) 26/045(1) Potholes on Nether Kellet Road.

No more action reported.

2) 26/045(2) Dangerous pooling of water on J35 roundabout.

Councillors noted that a flood warning sign was now located on the roundabout. County Councillor Dalton had reported the issue, which had been inspected by County Highways, who stated that the drain was clear, but that tree roots may be obstructing.

3) 26/045(3) Church Bank Green Status and Maintenance

The Clerk has written to Lancaster City Council (with copies to the constituency MP and Ward Councillors) formally requesting that they voluntarily register the Church Bank Green as a Village Green.

4) 26/045(4) Top Green Footpath Signage.

No further update

5) 26/045(5) Road Safety Stickers

One recent request for a supply of stickers had been met. Councillors agreed that this item be dropped from the 'matters arising'.

6) 26/045(6) Road Safety Measures

Councillor Davies mentioned several possible measures to improve road safety in the parish and suggested establishing a small group to consider the options and liaise with County Councillor Dalton on any County Council matters.

Action: Councillor Davies agreed to circulate a report to get things started.

7) 26/045(7) Public Footpath Safety Issues

Councillor Davies is preparing proposals regarding work to the steps at both ends of footpath FP0124009 (the Kirklands Road footpath). The Clerk reminded Councillors that a resident had offered the loan of a power washer for footpath surface cleaning if required.

8) 26/045(8) Kirklands Road handrail

The Clerk reported that the complaint received from a resident's relative had now been closed. The Trees and Footpaths Officer had been provided with a letter of authority from the Parish Council for use in any dealings with residents.

Councillors understood that the hedge trimming work requested on Kirklands Road been not yet been carried out. Councillor Davies suggested that there were further issues regarding trees lower down the road and on footpath FP0124009.

Agreed: That any further action be agreed with the Trees and Footpaths Officer.

9) 26/045(9) Garden Plot at the Junction of Greenways and Craggs View.

Councillor Davies reported that the residents association would consider the offer of voluntary assistance, subject to checks regarding insurance and legal matters.

Action: The Clerk will advise the volunteer of the current position.

26/069 Declarations of Interest

None

26/070 Public Participation.

None.

26/071 Retirement of Parish Clerk.

The Clerk advised that he had spoken recently to the Chairman indicating that he wished to finish at the end of October 2026. Given the number of issues currently facing the Council, the Clerk stated that he would be prepared to extend his employment until the end of November 2026.

26/072 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
26/00024/REF (Appeal against refusal of 25/01109/FUL)	Erection of 37 dwellings with associated development including internal access roads and drainage infrastructure. Land North East of Old Hall Farm, Kirkby Lonsdale Road, Over Kellet. Deadline for representations: 21st September 2026 Appeal Hearing scheduled for 24th November 2026 The Chairman advised that the Parish Council's response should focus on changes since the original application submission and would therefore concentrate on drainage and flood risk issues. Mention would also be made of the footpath from the site to the village green, which was not open and consisted of aggregate, which washes away, incl. into the road at the Green. It was acknowledged that there were many ongoing and new concerns regarding floodwater and waste water treatment. A resident pointed out that several planning documents had been submitted after the decision. The resident had responded to the Planning Inspector asking that these should not be considered by the appeal. Resolved: It was proposed by Councillor Davies, seconded by Councillor Agnew and carried unanimously that the Parish Council should complete and submit further comments to the Planning Inspector reiterating its previous objection to the application and referring to additional concerns and evidence supplied by residents.
26/00881/AD	Agricultural determination for erection of agricultural storage building. Havelock House, Borwick Road, Capernwray. Resolved: No response to be submitted.
26/00875/FUL	Removal of existing building, construction of a free range poultry unit, installation of attenuation tank and associated landscaping. Restarigg Farm, Kirkby Lonsdale 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.**

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

Councillor Davies reported that the Hidden Hills glamping operation had been closed down.

26/073 Parochial Church Council of St Cuthberts Church

The Clerk introduced a letter submitted by the PCC of St Cuthbert's Church, requesting funding to assist with church grounds maintenance. A request was being made for funding of £899 to enable the PCC to purchase a new mower. The Clerk had clarified with the PCC that this funding would ideally be in addition to the Parish Council's normal grant.

The Clerk advised Councillors that a sum of £540 was included in the Council's budget to cover a grant to the PCC and that this was the same amount as had been provided in previous years. The Clerk also advised that, should the PC wish to make a further grant, this would need to be met from one of the Council's earmarked reserves, either the Parish Plan Support Reserve (current balance £9,276) or the Wind Turbine CBF (current balance £6,974). Following a request for further information by the Clerk, the PCC had sent images of several recent invoices to demonstrate how the PCC's funding is being applied.

Resolved: It was proposed by Councillor Burns, seconded by Councillor Davies, and carried unanimously that a grant payment of £540 be made to the PCC.

Resolved: It was also proposed by Councillor Davies, seconded by Councillor Agnew and carried unanimously that the Parish Council agrees in principle to provide further grant funding to the PCC for the purchase of a new mower, subject to further discussions on the timing, costs and other sources of funding.

26/074 Over Kellet Allotments.

The Clerk reported that a draft form of lease agreement had now been received from Lancaster City Council with a request for comments. The parties to the new lease agreement would be the City Council as landlord and the Parish Council as tenant.

The Clerk advised Councillors that, in addition to considering the main lease, all associated arrangements, including those with the Over Kellet Allotment Association (OKAA) and with individual allotment holders should be reviewed. The Clerk suggested that a small working group of Councillors be established to undertake this review and liaise with the OKAA.

Agreed: That Councillors Candlin, Davies and Perruzza, along with the Clerk, review the draft lease agreement and that the matter be considered at the next meeting of the Parish Council.

26/075 Community Facilities.

Councillor Davies expressed his concerns about the Parish missing out on s106 planning obligations funding, due to a current lack of existing infrastructure and facilities. Councillor Davies suggested that a Community Projects Association (CPA) be established, separate from, but with the support of the Parish Council. The CPA would have the aims of establishing sustainable community facilities and generating community spirit.

It was suggested that for some matters, the CPA might explore the potential for partnering with neighbouring villages/parishes.

Councillor Davies proposed to liaise with Councillor Williams in producing an initial flyer to be published in OK View and delivered to every household. It was also suggested that an open meeting could be held at the Village Hall.

Resolved: It was proposed by Councillor Davies, seconded by Councillor Burns and carried unanimously that the Parish Council supports the concept of establishing a CPA and that Cllr Davies is authorised to lead on the development of proposals for its structure and operation.

26/076 Parish Council Projects.

No reports received

26/077 Consultations.

- 1) City Council's Parish Council Forum – now to be held on Tuesday 6th October 2026 in the Storey Institute, beginning at 2.00pm (with tea, coffee and registration from 1.30pm) and concluding at 4.00pm

Councillors Agnew and Davies expressed an interest in attending.

26/078 Update Reports:

Clerk's Report:

Nothing further to report.

Members' Reports:

1. LALC.

The Local Area Committee meeting scheduled for 28th July had been cancelled, with no rearranged date yet publicised.

2. Quarries.

There had been no further news regarding the Leapers Wood planning application and s106 Agreement. Holcim's new Regional Estates Manager, John Penny has requested that the liaison September meeting scheduled for 22nd September is deferred to w/c 19th October. It has also been suggested that the Leapers Wood meeting is scheduled for the same day.

3. Allotments.

No further update.

4. **Village Hall.**

The Clerk advised that the annual User Agreement for the Village Hall had been received. The agreement now contains an additional paragraph relating to safe internet use and the non-streaming of live TV. In the next few weeks the Village Hall will be activating a Guest WIFI which users of the hall can access.

Resolved: Councillors authorised the Clerk to sign and return the agreement on behalf of the Parish Council.

5. **Lengthsman.**

No further reports.

6. **Biodiversity and Environment.**

No further reports.

7. **Other Matters.**

- a) Councillor Davies referred to concerns reported by residents regarding properties at the Old Hall development being used as AirBnB and that this might constitute a material change in use.

Action: The Clerk will seek clarification on the matter from Lancaster City Council.

- b) Councillor Davies also mentioned that, based on feedback from residents involved in OK View delivery, dog fouling was again presenting a serious issue.
- c) Councillor Davies reported that an Over Kellet farmer had had some car tyres fly-tipped in a field off Nether Kellet Road. Some of the tyres had found their way onto Craggs View and one had been used to create a swing from a tree on the farmer's land. Issues were also reported regarding discarded cans and glass bottles, youths riding bikes in the field, and a footpath sign being sawn through.

Action: Councillors agreed that the issues should be covered in an item for a future issue of OK View

City and County Councillors' Reports:

1. **County Councillor**

None.

2. **City Councillor.**

None.

26/079 Date & Time of Next Meeting

The next Council meeting is to be held on Tuesday, 13th October 2026

The meeting closed at 21:10.

Clerk of the Council

Chairman

Date: