

PARISH OF NETHER KELLET
Draft Minutes of the Meeting of the Parish Council held at
Congregational Church School Rooms on Wednesday 5th September 2018 at 7-00 pm.

Present: Councillor Mr P Riley (Chair)
Councillor Mr Chris Halhead
Councillor Mr N Johnson
Councillor Mr George Smith

In attendance: City Councillor Mr JR Mace & County Councillor Mrs P Williamson (part)

18048 **APOLOGIES FOR ABSENCE:** Apologies were received from Councillors Bentham Whitaker and Williams

18049 **MINUTES:** It was **RESOLVED** that, subject to a minor amendment, the Minutes of the meeting held on Wednesday 4th July 2018 be approved.

18050 **DECLARATION OF INTERESTS:** There were no declarations of interests or dispensations in respect of items on the Agenda.

18051 **ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:**

- 1) **Public discussion:** There were no matters raised
- 2) **Clerks report:** The Clerk reported on correspondence received which included an Lancaster City Council's Draft Heritage Strategy and delayed correspondence from Lancashire County Council in works that had been carried out to the road markings on Bolton Lane. Members commented that reference could be made to the Heritage Strategy once adopted when appropriate for the consideration of planning applications. It was Members view that the repainting of the white lines and other markings at Bolton Lane had not been completed satisfactorily. **Action:** Parish Clerk to follow up the issue with the road markings on Bolton Lane with Lancashire County Council.
- 3) **Members updates on issues arising since the last meeting:**
 - a) **PACT:** Nothing to report
 - b) **LALC:** Councillor Halhead reported that the most recent meeting of LALC had been attended by Councillor Whitaker. It was a short meeting and no significant issues were raised.
 - c) **QUARRY:** The next meeting will be at Leapers Wood scheduled for 11th September 2018.
 - d) **TWINNING ASSOCIATION:** Nothing to report
 - e) **FLY-TIPPING:** Councillor Smith reported that he had received and update from Lancaster City Council's Enforcement Officer on two fly-tipping cases, one of which is still under investigation and one where the perpetrators had admitted liability and may be charged with clearance costs.
 - f) **PRoW:** The Clerk reported that £250 had been received from Lancashire County Council following the parish council's decision to opt into the Local Delivery Scheme 2018/19. This money will be used in accordance with the requirements of the scheme.
 - g) **VILLAGE HALL:** Nothing to report
 - h) **PROJECTS:** Nothing further to update
 - i) **BA4N:** A written report had been provided by Councillor Bentham outlining further substantial progress on the laying of ducts to connect the network. There has been a well-attended meeting in the Village Hall to publicise the project which resulted in a group of volunteers to helping with the digging. B4RN are considering help with the installation of the distribution cabinet at the Village Hall.

The Clerk reported that he had written to Aggregate Industries requesting their financial support for the Nether Kellet B4RN Group as expenditure is now being incurred that is not paid for by B4RN. It is understood that the Over Kellet B4RN Group had received funding when they reached a similar stage. No response had yet been received from Aggregate Industries and Councillor Smith advised that he would raise this at the scheduled Quarry meeting on 11th September.

- j) **LODGES CHARITY:** Councillor Johnson reported on the details of the governing document relating to this Charity and he and the Parish Clerk outlined the arrangements for amending/updating the document as set out in guidance from the Charities Commission. There was a further discussion about the Charities continued value and purpose today. The Clerk reported that he had included details about the Charity and how to request financial support in line with its stated purpose in the last edition of *Round and About*. **ACTION:** Continue to promote the Charity and the availability and mechanism for applying for funds and monitor take-up until the end of the current financial year, following which a decision will be made as to its continued relevance.
 - k) **LEGTSMAN REPORT:** Councillor Smith reported on a range of activities that the Lengthsman had carried out in the last month, including grass cutting the play area and playing fields; painting of items in the play area and weed spraying around the village. It would be beneficial to know the schedules being followed by Lancaster City Council for road sweeping and grass-cutting so that the Lengthsman can plan his work more effectively.
 - l) **GENERAL MATTERS:** Councillor Smith reported on matters relating to the playing field and surrounding areas: The wall along a length of approximately 3 metres along Shaw Lane is bulging and several stones are missing which is making it dangerous and unsafe and concerns were raised that children are jumping over the wall around that area. There is some painting and repairs needed to equipment and fixtures in the play area and a replacement post for the 'No Dogs' sign. The Cherry trees on the playing field are leaning badly due to the weight of branches on one side with the roots now exposed. **ACTION:** Follow these matters up with Lancashire County Council and Lancaster City Council to establish responsibility and determine a course of action as necessary.
- Councillor Bentham has enquired whether there has been any progress with the repositioning of the defibrillator outside the Village Hall and costings for a Solar speed indicator device (SPiD). **ACTION:** Follow up the position with the defibrillator road markings and obtain a quotation for a Solar SPiD.

It was **RESOLVED** that Members updates be noted, and that follow-up action be taken where necessary.

18052 **PLANNING APPLICATIONS/TRAFFIC ORDERS:**

Application No:	Description:
18/01001/FUL	Single storey extension to front elevation – 5 Grange View Road, Nether Kellet, Carnforth LA6 1ED
18/00942/FUL	Change of use of conversion of one dwelling into two dwellings and installation of new door & ground floor window to front elevation – 69 Main Road, Nether Kellet, LA6 1EH

After some discussion it was **RESOLVED** that no representation be made relating to the above planning applications

18053 **PLANNING AUTHORITY DECISIONS:** Members considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning application previously deliberated by the parish council. It was noted that planning application 18/00711/OUT that the parish council had objected to, had been withdrawn by the applicant. It was then **RESOLVED** that the decisions of the planning authority be noted.

18054 **ACCOUNTS FOR PAYMENT:**

100821	Mr R Bailey, Parish Clerk's Fees and Expenses – July & August 2018	£425.32
100822	Nether Kellet Congregational Church	£54.00

It was **RESOLVED** that the above payments be made.

18055 **BANKING ARRANGEMENTS & ISSUES:** The Clerk reported on a review of current banking arrangements being carried out by HSBC which had resulted in a range of questions being requested by letter and email on a number of occasions and also several telephone discussions. It was very clear from the nature of the questions that the bank has little or no understanding of the legal status of parish councils or its functions. The bank had also requested to see identification documentation for Councillors Smith and Williams – being two signatories on the account. Councillor Smith had also spoken to the bank at length drawing similar conclusions.

It was the opinion of the Clerk that there may be an opportunity for the parish council to consider whether banking with HSBC remains fit-for-purpose or change to another bank more designed to support local councils. The Clerk advised that Carnforth Town Council currently bank with Unity Trust who provide a fast, secure and easy to use online banking facility with the option to set up single, dual and triple authority of payments.

There was some general questions and discussions about the current banking arrangements with HSBC and the possible benefits of switching to Unity Trust or a similar bank. It was then **RESOLVED** that the Clerk report back with further information about the facilities available through Unity Trust Bank with a view to a decision being made as to whether to switch banks.

18056 **DISPUTED PAYMENTS:** The Clerk reminded Members that two invoices raised by Lancaster City Council for the supply of summer bedding plants were still in dispute due to the overall poor standard of those supplied. The Clerk advised that Lancaster City Council had claimed to have effectively discounted the original invoices by 3% as they had not retained the 2017/2018 prices and had claimed to have included additional flowers and plants due to a delay in provision. The Clerk reported that Councillor Williams had advised which flowers and plants had been of a poor quality and should not, in his opinion, be paid for.

The Clerk informed the parish council that he was scheduled to meet with officers from City Council's Public Realm team to further discuss this matter and the current provision of grounds maintenance in the village with a view to establishing a shared approach to maintaining the high standards of grounds maintenance/public realm in the village.

After some discussion, it was **RESOLVED** that the Clerk reports back on the outcome of the meeting with Lancaster City Council.

18057 **TOWN WELL:** Councillor Smith reported on the poor state of the Town Well and the remedial and more significant repairs that need to be carried out to reinstate it. The remedial works could be carried out by the Lengthsman which should also help to establish the extent to which more specialist repairs will be required.

After some discussion, it was **RESOLVED** that the parish lengthsman be requested to carry out remedial works to the Town Well and that a further update on the detailed works required be reported to a future meeting of the parish council.

18058 **PARISH PLAN:** The Clerk briefly reported on the purpose and benefits of a parish plan that could be developed following a survey/consultation with the local community. This will help to establish how the local community sees it developing in say the next three to five years, including an action plan to make sure that it happens. Development of a parish plan would provide an opportunity for people to take stock of the local community and to decide which aspects of they like and wish to preserve and/or enhance and which aspects they do not like and want to change.

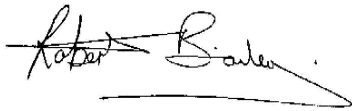
Three core principles would define the development of the parish plan and distinguish it from other community engagement, being:

- Parish Plan would be owned, managed and led by the local community;
- Everyone in the local community would have an opportunity to get involved and have their say;
- Actions would be based on evidence and address a range of different issues that are important to the community.

There was a short discussion during which it was established that a questionnaire had been issued to all residents in 2012 aimed at establishing their views on community life at that time.

After some discussion, it was **RESOLVED** that Councillor Mace would share the parish questionnaire from 2012 with the view to this being the basis for a new questionnaire being established and issued to residents as the first step in the development of a Parish Plan for Nether Kellet.

18059 **DATE & TIME OF NEXT MEETING:** The next meeting of the Parish Council will be **Wednesday 3rd October 2018**. The Parish Council meeting closed at 8:30pm



Clerk of the Council Date:

Chair

Date: