

PARISH OF NETHER KELLET

Minutes of the Meeting of the Parish Council held at the Congregational Church Hall on Wednesday 3rd December 2025 at 7:00 pm.

Present:

Councillor Mrs J Bentham (Chair)
Councillor Mr M Uttley (Deputy Chair)
Councillor Mr C Halhead
Councillor Mrs S Mason
Councillor Mr D Whitaker
Councillor Mr I Williams
Councillor Mr M Winrow

In attendance:

Adrian Osmotherley - Parish Clerk
Tim Cogan - Village Hall Chair
Three Parish Residents
The Chair welcomed all attendees to the meeting.

20549 **APOLOGIES FOR ABSENCE:**

Apologies were received from Kellet Ward Councillor James Sommerville.

20550 **MINUTES:**

It was **RESOLVED** that the minutes of the meeting held on Wednesday 5th November 2025 be approved.

20551 **DECLARATION OF INTERESTS:**

There were no declarations of Interest.

20552 **ADJOURNMENT FOR PUBLIC DISCUSSION & INFORMATION ONLY UPDATES:**

(i) **Public discussion:**

The Chair welcomed the three Residents to the meeting. The Chair adjourned the meeting to allow the three Residents to raise their question to the Parish Council (PC). Two of the Residents in attendance lived on Halton Road. The Residents provided the PC with an update with regards to the flooding to their property on Halton Road. A discussion between the Residents, Councillors and the Parish Clerk took place. Councillor Halhead advised that he was facilitating jetting and investigation excavation works to an existing 300mm drainage pipe that had been found within the front garden of two of the residents' properties. It is believed that this 300mm pipe is blocked. Clearing this 300mm pipe may assist with the flooding in the front garden of their property on Halton Road. In addition to this, Councillor Halhead advised that he was also going to facilitate investigation work to check whether the surface water drainage culvert running across the field opposite Halton Road is silted up or blocked. The existing highway drainage on Halton Road is connected to this third-party surface water culvert. If this culvert is not working correctly this may be causing the highway drainage on Halton Road to back up and flood the carriageway and in turn cause flooding to the front garden of the properties on Halton Road. Following this update from Councillor Halhead the Chair thanked the three residents for attending. The three residents left the meeting, and the Chair reconvened the meeting.

(ii) **Clerk report and correspondence:**

The Parish Council (PC) are still waiting for Lancashire County Council Highways to respond to the questions raised in relation to the flooding issues on Halton Road.

The IT Policy developed for the PC and passed to Councillors for their comments is now agreed.

Halton FC have advised that they will not be using the football pitch within the recreational field area next football season due to the ongoing complaints relating to vehicular parking during match days. The Parish Clerk asked if the PC was happy for Kellet Rangers to continue to use the football pitch. A discussion was held by Councillors, and it was agreed that providing Kellet Rangers were happy to pay for the Parish Council Lengthsman time when cutting the pitch area this was acceptable.

Lancashire County Council Road Safety Department has confirmed that they are not willing to adopt the three SPiD cameras that have been erected in the Parish. Any future repairs and maintenance will be the responsibility of the PC.

(iii) **and reports since the last meeting including:**

1) **LALC:**

Nothing to report

2) **QUARRY:**

Councillor Williams advised that the Christmas tree has been provided free by the Back Lane Quarry Manager. The Chair asked the Parish Clerk to thank the Manager for this kind gesture.

3) **TWINNING ASSOCIATION:**

The Chair advised that the Twinning Association has now been disbanded due to a lack of interest.

4) **FLY-TIPPING:**

There have been no instances of fly tipping reported since the last meeting.

5) **PRoW:**

Currently very wet due to recent heavy rain fall. No works to the kissing gates have been carried out since the last meeting.

6) **VILLAGE HALL:**

The Village Hall (VH) Chair Tim Cogan provided a detailed update to the Parish Clerk in advance of the meeting. Tim presented his update to Councillors at the meeting as below;

Steve Hinde and Tim Cogan met with the representative of a grant funding company regarding accessing funds to install a solar panel heating system. Their terms of 14.5% plus VAT, were presented to the full Committee, and following a vote, were rejected with a resolution that Tim and Steve pursue an alternative grant application. This has subsequently been submitted to the National Lottery Awards For All Environmental Fund.

As part of the VH efforts to provide a wider, more inclusive and varied set of social functions the subgroup has organised a Ceilidh for 24.01.2026. All residents and members of the general public are welcome. The VH reinvigorated bar will be open throughout the event.

The VH have booked Danny Matthews (Bay Radio DJ) to host a Games

Night, featuring Rock n Roll Bingo, Pub Quiz, Wheel of Fortune, and Play your Cards Right. This will be on 21.02.2026 with £10 entrance tickets funding cash prizes. Danny has also accepted our invitation to host the Field Day.

The VH held the Christmas tree lights switch on 30.11.2025 along with the Christmas bingo. The event was a major success, generating £1,274.00 in takings. The VH would like to formally thank the Parish Council (PC) for the tree, and Mike Ashton and his helpers for erecting it. Many comments have been received about how lovely it is.

A key safe has now been installed next to the VH front door to enable keys to be returned easier.

Christine Smith has now formally taken over responsibility for the defibrillator and first aid matters. Thanks to Lisa for her previous efforts. Julie (Treasurer) has produced a new draft Finance Policy. To be debated and adopted at the next Committee meeting. The Policy clarifies authorisations, spending limits etc.

Due to changes to the waste bin collection rota a new bin has been ordered. 1100 litre capacity as opposed to 660 litre.

7) **PROJECTS:**

Nothing to report.

8) **B4RN:**

The Chair advised that the B4RN was no longer required as a specific Agenda item.

9) **LENGTHSMAN REPORT:**

The Lengthsman monthly Time and Works Record sheet for November had been received and passed to Councillors in advance of the meeting for their information. Summary of works carried out was as follows;
Grass cutting to the field and play area. Facilitating repairs to the mower via Barnfield. Inspection and repair to the play area basket swing.
Checking on the gullies for blockages on Shaw lane and Halton Road.
Carrying out monthly visual inspection to the play area apparatus.

10) **GRASS/VERGE CUTTING:**

Nothing to report

11) **OTHER MATTERS:**

The Parish Clerk had provided Councillors in advance of the meeting with an updated forecast of the Parish Council (PC) costs to the end of the current financial year at 31.03.2026 and an estimate of cash in the bank at the end of the current financial year. In addition to this a detailed forecast of the PC routine/cyclical costs for the next financial year (01.04.2026 to 31.03.2027). This enabled Councillors to consider the value of the Precept the Parish Council would require for the next financial year. The Parish Clerk had also asked Councillors to consider if there were any projects/additional costs over and above those detailed in forecast for the next financial year. A discussion was held by Councillors and the Parish Clerk considering the information provided in the updated forecast. It was agreed that the value of Precept application made to Lancaster City Council for the financial period 01.04.2026 to 31.03.2027 would be £15,240.00.

20553 **PLANNING APPLICATIONS/TRAFFIC ORDERS:**

Application No:	Description & Site Address

The Parish Clerk advised that there had been no new Planning Applications received since the last meeting in November 2025.

20554 **PLANNING AUTHORITY DECISIONS:**

The Planning Applications Comments and Decisions November 2025 document had been updated and passed to all Councillors in advance of the meeting. The Parish Clerk advised that since the last meeting application **25/0225/TCA** was permitted on the 24.11.2025. There had been no changes to any of the other ongoing applications.

20555 **ACCOUNTS FOR PAYMENT:**

Description	Amount £
Mr A Osmotherley Clerks fees and expenses - November 2025	£495.38
HMRC - Payroll Payment for Parish Clerk Salary - November 2025	£115.60
Mr M Ashton Lengthsman fees and expenses - November 2025	£64.00
Signs Express - Parish Council Play Area Plaque	£314.94
Repairs and Maintenance Costs to Shared Parish Council Mower (50% contribution to total repair costs paid by Over Kellet PC)	£437.34
Unity Trust Bank - Monthly Parish Council bank account fee (taken monthly via direct debit) - November 2025	£6.00
Lloyds Bank Master Card Account Service Charge (taken via monthly direct debit) - November 2025	£3.00

Copies of all invoices had been passed to Councillors in advance of the meeting for their information. After a discussion and explanation of the invoiced details by the Parish Clerk it was **RESOLVED** that all the above payments be made.

20556 **DATE & TIME OF NEXT MEETING:**

The next meeting of the Parish Council will be held at the Congregational Church Hall on **Wednesday 7th January 2026 at 7.00pm**. The Parish Council meeting closed at 8.45pm.

Clerk of the Council: *A Osmotherley*

Date: 08.12.2025

Chair: *J Bentham*

Date: 08.12.2025