



Town Development & Planning Committee

MEMBERS OF THE PUBLIC & PRESS ARE WELCOME TO ATTEND

Summons to attend meeting on Monday 6th August 2018 at 5:00pm at the Council Offices, Market Street, Carnforth

- 18047 To receive apologies for absence
- 18048 To receive declarations of interest
- 18049 To consider items of urgent business
- 18050 To consider Minutes of the meeting held on Monday 2nd July 2018
- 18051 To adjourn the meeting for a period of public discussion
- 18052 To consider neighbourhood planning support and advice and LALC workshop (Kirkwells Consultants attending for this Agenda item)
- 18053 To consider updates on:
- a) Self-watering hanging baskets proposal Market Street (Cllr Barbu)
 - b) Market Street traffic solution (Cllr Barbu)
 - c) Pocket Parks (Cllr Holbrook)
 - d) Blue Heritage Plaques (Town Clerk)
 - e) Carnforth express distribution arrangements (Cllr Smith)
- 18054 To consider the following completed/planned events:
- a) Carnforth in Bloom – Judging on 7th July
 - b) Carnforth Heritage Trail – Saturday 4th August
 - c) Remembrance Day – Sunday 11th November
 - d) Carnforth Christmas lights
- 18055 To consider residents suggestions for attracting people to Carnforth
- 18056 To consider 'A new train for Carnforth' (Cllr Watkins)
- 18057 To consider planning and consultation matters:
- a) Lancaster City Council – [Draft Heritage Strategy](#)
 - b) Proposed Housing with Care scheme – public consultation
 - c) Planning applications: 18/00856/FUL; 18/00796/CU

A handwritten signature in black ink, appearing to read "Robert Barbu", with a long horizontal line underneath.

Town Clerk

02 August 2018

28 Wilson Grove, Heysham, Morecambe, LA3 2PQ

Tel: 07846 256 006

Email: clerk@carnforthtowncouncil.org



Town Development & Planning Committee

Draft Minutes of the meeting held on Monday 2nd July 2018 at 5:00pm at Council Offices, Market Street Carnforth

Present: Councillor Watkins (Chair); Councillor Barbu (part)
Councillor Holbrook; Councillor Smith, Councillor Woof

In attendance: Bob Bailey, Town Clerk (part);
C Hunter (part); E Withers; K Moore

18034 **Apologies:** Apologies were received from Councillor Bromilow.

18035 **Declarations of Interest and Dispensations:** There were no declarations of interest. Councillors Wooff, Smith and Watkins requested and were granted a dispensation to allow them to discuss planning application 18/00752 on the agenda. the requests.

18036 **Urgent Business:** There were no matters of urgent business

18037 **Minutes:** It was **RESOLVED** that the Minutes of the meeting held on Monday 4th June 2018 be approved.

18038 **Adjourn for public discussion:** No matters were raised by members of the public.

18039 **Wennington Parish Council Neighbourhood Plan:** The Chair welcomed Councillor Mr Carl Hunter, Chair of Wennington Parish Council, and thanked him for attending the meeting to provide an insight into their experiences in developing a Neighbourhood Plan.

Councillor Hunter made it clear that being a small parish, it would be inevitable that any future neighbourhood plan developed for Carnforth would be significantly different from Wennington's given that it is a small contained parish that is not considered to be a 'sustainable settlement'. That said, apart from a difference in scale, the process for developing a neighbourhood plan will be the same.

It was explained that from the outset, the main objective for Wennington was to take a proactive role in shaping where they live and to give residents greater ownership of plans and policies affecting the area.

Contact was initially made with Lancaster City Council's Regeneration & Planning Services, Policy team. Cllr Hunter reported that this contact and the ongoing good working relationship with them had been key to the development of the neighbourhood plan and building a similar working relationship is highly recommended.



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City Council officers were regularly contacted to give advice and opinions on progress and policy and often attended meetings of the sub-group that was subsequently set up to develop their neighbourhood plan.

A further essential element in progressing the plan was been early and ongoing engagement with the local and wider community, including residents; community organisations; business and landowners, as well as statutory consultees such as other authorities and service providers. This early engagement had helped to:

- gain support for the plan and its development;
- identify individuals willing to be directly involved;
- tap into a wealth of information and knowledge about the local community and how they wanted to shape the future, and;
- gain access to a wide range of expertise and critical challenge throughout the process.

The approach to making people aware of the intention to prepare a neighbourhood plan and their ongoing involvement along the way included; meetings and events; leaflets, posters and Newsletters; questionnaires; website and electronic communication and even knocking on the resident's front doors!

Cllr Hunter also mentioned the funding available to parish/town councils which Lancaster City Council helped to secure. It was reported that most of the funds awarded to Wennington Parish Council has been used to pay for a 'programme of advice and services' provided by a consultancy. This too, has been fundamental in developing the neighbourhood plan and supporting policies and associated documents

Cllr Hunter advised that following a final period of consultation, the draft neighbourhood plan had now been submitted to Lancaster City Council, which will then - subject to a final check that the plan complies with legal requirements – be sent for independent examination, followed by a referendum and finally adoption.

Members asked several questions about the neighbourhood plan process; specific planning considerations and the expectations of residents. Cllr Hunter was then thanked and it was **RESOLVED** that the Clerk contact the neighbourhood planning consultants with an initial expression of interest and offering a 'without obligation' invitation to present their services to Members. (Cllr Hunter left the meeting)



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- 18040 **Lamppost hanging baskets:** Councillor Barbu suggested that consideration be given to fixing 'self-watering' hanging baskets to lamp posts along Market Street, adding a colour and creating a positive environmental impact. It was outlined that the baskets include a water reservoir that reduces the number of time that they need to be 'topped up'. After some questions, it was **RESOLVED** that Cllr Barbu make further enquiries about the concept, operation and cost of the hanging baskets and confirmation be sought from Lancashire County Council that these may be positioned onto local lampposts.
- 18041 **Market Street Traffic Solution:** Further to a response from County Highways that they had inspected the traffic sensors on the Market Street traffic lights and found them to be working correctly, Councillor Barbu raised a suggestion that the 'intermittent' traffic congestion could be alleviated by the implementation of a 'three-phase' operation of the traffic Lights. This would involve both Market Street lights to signal green independently, whilst the A6 flowed together as at present, enabling traffic from upper and lower Market Street to flow freely without causing a backup, particularly on lower Market Street.
- Councillor Smith also commented that he is in the process of developing a report for future consideration by the Town Council on the benefits of imposing weight restrictions on Market Street that will support the objectives of the Carnforth Air Quality Management Area (AQMA) and be of interest to County Highways.
- After some discussion, it was then **RESOLVED** that the District Lead at County Highways be contacted outlining this suggestion and asked to attend a future meeting of the Committee and that County Councillor Williamson be so advised.
- 18042 **Pocket Parks:** Councillor Holbrook, suggested that consideration be given to creating small parks, known as 'pocket parks' that could be accessible to the public. Cllr Holbrook explained that such parks are frequently created on small/irregular pieces of land often just providing some greenery or a place to sit outdoors and usually at very little cost.
- Councillor Wooff advised that she is currently in discussion with Lancaster City Council's Public Realm team with a view to establishing such a park adjacent to the children's play area. There was then a general discussion about the state of various pieces of land and street furniture around the Town and at Crag Bank.



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It was then **RESOLVED** that Councillor Holbrook work-up specific proposals for further consideration by the Committee.

18043 **Events:**

- a) **Armed Forces Day:** The Chair reported on the success of this event held on the morning of **Saturday 30th June**, which had been well attended and received, despite the Army Cadets unfortunate non-appearance. Members thanked the Clerk and Cllr Watkins for their efforts in putting the event together and those who took part, particularly Mrs Carol Porter who gave very poignant and moving account on life as a military wife.
- b) **Carnforth in Bloom:** The Chair reported that despite a 'slow start' there are potentially around 20 entries to be judged – the number being boosted by Cllr Watkins travelling around the Town and contacting residents to encourage them to take part. It was noted that there have been just 4 entries in 2017. The Chair outlined the plans for the day of the judging on the **7th July**, which coincided with the Carnforth Carnival. Judging will be made by the City Mayor and a representative from Bay View Gardens and they would be invited to a buffet meal afterwards and a concert by the Salvation Army. Photographs of the winners and runners-up will be taken in the day.
- c) **Carnforth Heritage Trail:** The Chair also reported on the latest Heritage Walk on **Saturday 16th June** which had again been reasonably well attended. The Chair thanked Mrs Anne Marie Smith for her help in guiding people around the trail and explaining points of interests about the heritage sites around the route. Attendees were again invited to refreshments sat the Carnforth Station Heritage Centre.

- 18044 **Residents Suggestions to attract people to Carnforth:** The Clerk reported that a letter had been received from a couple who wished to thank everyone involved for the 'excellent' Heritage Trail that they had recently attended. They were also took the opportunity to respond to Cllr Watkins request for suggestions to 'attract people to Carnforth', providing 19 ideas that they considered would help to achieve this ambition, supported by suitable investment, time and resources. The Clerk outlined a number of these and it was **RESOLVED** that the authors be thanked for taking the time to submit their ideas and that the Clerk provides a summary of their proposals in due course for further consideration.



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18045 **Blue Heritage Plaques:** The Clerk reported that as requested he had contacted Leander Architectural regarding the design and subsequent purchase of up to eight blue plaques to be placed at sites around the Town commemorating its heritage. The Clerk presented a mock-up provided by the company setting out the format and style of the plaque(s) for consideration.

After some discussion and questions, it was **RESOLVED** that the company be requested to provide a design and costings for all eight plaques for further consideration and that, in the meantime, work continues to secure sponsorship where this had been identified.

18046 **Planning Matters:**

Planning Application 18/00782/FUL: This application is for the Demolition of existing side porch and detached garage and erection of a 2-storey side extension and garage at 28 Langdale Road Carnforth. After some discussion and comments about the height of the extension it was agreed that no representation be made.

There followed a general discussion and update on matters relating to the proposed outline application for residential development on Scotland Road and the potential implications that this development may have on the area if eventually permitted by Lancaster City Council Planning Committee.

The meeting closed at 6:45pm

A handwritten signature in black ink, appearing to read 'Robert B. Bailey', with a long horizontal line extending from the end of the signature.

Town Clerk
28 Wilson Grove,
Heysham, Morecambe
LA3 2PQ

Tel: 07846 256 006

Email: clerk@carnforhtowncouncil.org

13 July 2018



Contact: DM Technical Team
Telephone: (01524) 582950
Email: dm@lancaster.gov.uk
Website: www.lancaster.gov.uk
Our Ref: 18/00856/FUL



**Regeneration and Planning
Development Management Team**

PO Box 4
Town Hall
Lancaster
LA1 1QR

13 July 2018

PLANNING APPLICATION CONSULTATION

Application No. : 18/00856/FUL

Proposal : Demolition of outbuildings and garage and erection of a replacement garage, storage building and a covered parking area

For : Mr C Loxam

Site Address : Edenbrook Farm, Crag Bank Lane, Carnforth, Lancashire, LA5 9JA

Grid Reference 348793,470503

We have recently received the above application, which you may wish to comment on. Full details of this application can be viewed by searching for application number 18/00856/FUL on the Council's Public Access system which can be reached by [clicking here](#) or using the web link below.

<https://planning.lancaster.gov.uk/online-applications//applicationDetails.do?activeTab=summary&keyVal=PBA94CIZ03800>

If following the link does not work, copy and paste it in to your web browser.

If you wish to comment please send your response to us within the next 21 days (unless your organisation benefits from legislation specifically allows for a longer period). If you require a longer period in which to comment, it may be possible to accommodate this provided you agree this with the case officer in advance.

Any comments should be submitted via email to dconsultation@lancaster.gov.uk and include the full application number in the subject line.

Yours faithfully

DM TECHNICAL TEAM



Contact: DM Technical Team
Telephone: (01524) 582950
Email: dm@lancaster.gov.uk
Website: www.lancaster.gov.uk
Our Ref: 18/00796/CU



**Regeneration and Planning
Development Management Team**

PO Box 4
Town Hall
Lancaster
LA1 1QR

19 July 2018

PLANNING APPLICATION CONSULTATION

Application No. : 18/00796/CU

Proposal : Change of use of ground floor from estate agent (A2) into hot food takeaway (A5) and installation of a flue to the rear

For : Milli Developments

Site Address : 1 Station Buildings, Warton Road, Carnforth, Lancashire, LA5 9BS

Grid Reference 349772,470686

We have recently received the above application, which you may wish to comment on. Full details of this application can be viewed by searching for application number 18/00796/CU on the Council's Public Access system which can be reached by [clicking here](#) or using the web link below.

<https://planning.lancaster.gov.uk/online-applications//applicationDetails.do?activeTab=summary&keyVal=PAQ3EBIZLFC00>

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Yours faithfully

DM TECHNICAL TEAM