



# Town Development & Planning Committee

MEMBERS OF THE PUBLIC & PRESS ARE WELCOME TO ATTEND

## Summons to attend meeting on Monday 1<sup>st</sup> October 2018 at 5:00pm at the Council Offices, Market Street, Carnforth

- 18068 To receive apologies for absence
- 18069 To receive declarations of interest
- 18070 To consider items of urgent business
- 18071 To consider Minutes of the meeting held on Monday 3rd September 2018
- 18072 To adjourn the meeting for a period of public discussion
- 18073 To consider outcome of Carnforth neighbourhood plan meeting – Wednesday 26<sup>th</sup> September 2018
- 18074 To consider strategic planning applications and policy matters:
- a) Planning Application [18/01183FUL](#) – Erection of a care home building comprising of 118 bedrooms and communal, staff and services areas, Land North East Of Ex Servicemen’s Club, Scotland Road, Carnforth, Lancashire
  - b) Air Quality update (Cllr Smith)
  - c) Cobbled Street reinstatement update (Cllr Smith)
  - d) Planning Application 18/01093/FUL - Canal Turn ‘Pod’, Lancaster Road Carnforth
- 18075 To consider Emergency Plan update (Cllr Smith)
- 18076 To consider the following planned events:
- a) Remembrance Day – Sunday 11<sup>th</sup> November 2018
  - b) Lancashire Day – Tuesday 27<sup>th</sup> November 2018
  - c) Carnforth Christmas lights and competition
- 18077 To consider updates on:
- a) Blue Heritage Plaques (Town Clerk)
  - b) Carnforth Express printing and distribution (Town Clerk / Cllr Smith)
  - c) Self-watering hanging baskets proposal Market Street (Cllr Barbu)
  - d) Pocket Parks (Cllr Holbrook)
  - e) A ‘new train for Carnforth’ (Cllr Watkins)

A handwritten signature in black ink, appearing to read "Robert Barber", with a long horizontal line extending to the right.

**Town Clerk**

**27 September 2018**

**28 Wilson Grove, Heysham, Morecambe, LA3 2PQ**

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# Town Development & Planning Committee

## Draft Minutes of the meeting held on Monday 3<sup>rd</sup> September 2018 at 5:00pm at Council Offices, Market Street Carnforth

**Present:** Councillors Watkins (Chair); Barbu; Holbrook; Smith and Wooff

**In attendance:** Bob Bailey, Town Clerk (part); Peter Wood Managing Director, itnetuk; City Councillor Yates and two residents

18058 **Apologies:** Apologies were received from Councillor Bromilow

18059 **Declarations of Interest and Dispensations:** There were no declarations of interest. Approval for dispensation on matters on the agenda was given to Councillor Barbu.

18060 **Urgent Business:** There were no matters of urgent business

18061 **Minutes:** It was **RESOLVED** that the Minutes of the meeting held on Monday 6<sup>th</sup> August 2018 be approved.

18062 **Adjourn for public discussion:** No matters were raised by members of the public.

18063 **Planning Applications & Policy Matters:**

- a) **Committee delegated powers:** The Town Clerk advised Members that consideration of planning applications by this Committee did not seem to be working as originally intended. This appears to be mainly due to planning applications that are received between the meetings of this Committee and the Town Council.

It was suggested that rather than considering all planning applications received the committee concentrates on looking in detail at major applications being those that '*...involve three or more domestic properties, commercial developments and any strategically important applications*' as set out in the approved Terms of Reference.

After some discussion, it was **RESOLVED** that the Town Development & Planning Committee considers major applications as set out in the terms of reference of the committee with recommendations being made to the Town Council for approval.

- b) **Planning Application 18/00025/REF Appeal:** A resident addressed the meeting on this appeal which related to land adjacent to 25 Crag Bank Crescent, Carnforth and planning application 18/00103/OUT. Members were aware that, following representations by residents, the Town Council had objected to the original application and that this had subsequently been refused by Lancaster City Council's Planning Committee.

The resident presented in some detail reasons why, in his opinion, the appeal was invalid and should not be supported by the Town Council. Members commented on aspects of the original objection and the matters now being raised by the resident. It was then **RESOLVED** that the appeal be considered at the next meeting of the Town Council with the **RECOMMENDATION** that the **appeal is not supported** on the basis that there is no compelling evidence to suggest that the original objections of the Town Council have been addressed.



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- c) **Air Quality / TDG site:** Councillor Smith reported that a meeting involving County Councillor Williamson, Councillors Smith and Watkins and officer representation from Lancashire County and Lancaster City Council to discuss this issue will be held soon. Members were advised that the Town Council's lead on this matter had been favourably received since a new Air Quality Management Action Plan for Carnforth is being considered.
- d) **Cobbled Street Carnforth:** Members were aware of correspondence on the planning and conservation issues relating to the cobbled street – thought to be the oldest in Carnforth – that had been dug up as part of a development at the back of the Queens Hotel. Councillor Yates commented on efforts he had made to get answers on the reasons why the removal of the cobbled street had apparently been allowed or whether enforcement action would be taken as a result. Lancaster City Council has responded that this is neither a planning nor conservation issue and that any discussion or redress should be sought with the developers. **ACTION:** Further enquiries be made to establish the identity of the developers of the scheme, subject to which, arrangements will be made to discuss the matter further with them.

18064 **Neighbourhood Plan meeting:** Councillor Watkins set out the broad outline for the community engagement meeting on **Wednesday 26th September** to seek the views of the local community on the proposed Carnforth Neighbourhood Plan. Members of the Committee will be presenting and facilitating discussions which will include an overview of the reasons for and against a Neighbourhood Plan; its main purpose and why the Town Council is undertaking to develop a plan for Carnforth. The main aim of the meeting will be to get the views of the local community on the *Vision, Values and Objectives* set out by the Town Council and to recruit a small number of members to the *Neighbourhood Plan Task Group* to take the project forward.

The Town Clerk reported that, as requested, posters and leaflets promoting the event had been produced and details will be posted on the Town Council's website and social media. **ACTION:** Members of the Committee to prepare presentations and to facilitate discussions on the proposed Carnforth Neighbourhood Plan at the event.

18065 **Planned Events:** Progress being made for the **Remembrance Day commemorations**. The Town clerk reported that a Piper had been booked and that the Salvation Army Band will be providing music including the Last Post/Reveille. Orders for wreaths are in progress and invitations have been sent out to local community organisations and invited guests. Councillor Parker is sorting out the catering arrangements with the supplier used last year. There was a discussion about other matters that need to be addressed including seeking a Parade Leader and what, if any, amplification would be required on the day. Members wished to purchase a further 20 to 30 'poppies' to be installed around the town.

Councillor Watkins advised that this years **Christmas Light switch on** would be **Wednesday 5th December**. Councillor Watkins will seek the donation of a Christmas tree and arrangements will be made to test and install the Christmas lights. A **competition** will be held to judge the best decorated properties in the town with cash prizes being awarded for 1<sup>st</sup> £100; 2<sup>nd</sup> £50 and 3<sup>rd</sup> £25.



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**Close Circuit Television:** The Chair welcomed Mr Peyer Wood, Managing Director, itnetuk, to the meeting and invited him to speak on CCTV provision in Carnforth. Mr Wood stated that he was attending the meeting as a resident of the town as well as the proprietor of the company. He then outlined the relatively poor and outdated CCTV provision in the town currently; what his company already provide and how this could be developed further to realise the benefits of a new and improved CCTV system. Mr Wood has already made enquiries with the Royal Station Hotel and Ratcliffe and Bibby about the possibility of installing cameras on their buildings, which they had tentatively agreed to. He advised that a good solution could be found at a relatively low cost and stated that he is willing to invest time and money in the project, subject to the backing of the Town Council.

Members asked several questions around technical matters relating to the installation of CCTV cameras and the legal aspects of monitoring and surveillance. Members were generally in favour of the idea and it was **RESOLVED** that the current provision of CCTV and the outline proposal be considered by the Town Council and, subject to their decision, Mr Wood be invited to develop the project further.

18067

**Updates on activities:** Members considered the following updates on ongoing actions:

- a) **Carnforth Express printing and distribution:** The Town Clerk reported that there had been a poor response to volunteers being sought through social media for the distribution of the Newsletter, although suggestions had been made about possible 'pick-up points' where the local community could collect copies. There is also the option of giving local businesses and residents the opportunity to sign up to receiving the newsletter electronically, which could also reduce printing costs. Members preferred option remains delivery to every household and given that the September edition of the Newsletter will soon be available it was **RESOLVED** that this be delivered by the current distributors.

As requested the Town Clerk had enquired about printing and distribution costs with another local supplier and advised that whilst the cost of distribution was competitive the initial quotation for printing was not.

**ACTION:** Town Clerk to discuss other options with the supplier and report back to the Committee

- b) **Self-watering planters:** Councillor Barbu presented a brochure from a company based on Derbyshire and advised that the 'self-watering' planters could be purchased for a cost of around £150 - £160. There was a discussion about how often they would need to be filled with water, what equipment would be needed when in-situ and who would have this responsibility. **ACTION:** Councillor Barbu to make further enquiries with other parish/Town Councils about ongoing maintenance of the self-watering planters and sound out possible sponsorship by local businesses.



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- c) **Blue Heritage Plaques:** Members considered two quotations and designs for the provision of heritage plaques. After some discussion, it was **RESOLVED** that the preferred supplier be *Signs of the Times* and the Town Clerk be given authority to order heritage plaques subject to confirmation of sponsorship, where necessary.

**The Town Clerk and Councillor Smith left the meeting.**

- d) **Pocket Parks:** Councillor Holbrook reported that, as suggested by Councillor Wooff, he will be contacting Lancaster City Council's Public Realm Officer for support and advice in developing the idea of pocket parks in locations around the town. **ACTION:** Councillor Holbrook to update the Committee as progress is made
- e) **'A new train for Carnforth':** Councillor Watkins is continuing to develop this idea for further consideration by Members of the Committee. **ACTION:** Councillor Watkins to update the Committee as progress is made

**The meeting closed at 6:45pm**

A handwritten signature in black ink, appearing to read "Robert B. Bailey". The signature is written in a cursive style and is positioned above a horizontal line.

**Town Clerk  
2018**

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**15 September**