



Town Development & Planning Committee

MEMBERS OF THE PUBLIC & PRESS ARE WELCOME TO ATTEND

Summons to attend meeting on Monday 7th October 2019 at 5:00pm at the Council Offices, Market Street, Carnforth

- 19054 To receive apologies for absence
- 19055 To receive declarations of interest
- 19056 To consider items of urgent business
- 19057 To consider Minutes of the meeting held on Monday 2nd September 2019
- 19058 To adjourn the meeting for a period of public discussion
- 19059 To consider planning applications, traffic regulation orders; consultations & planning policy matters:
- 1) Local Plan modification consultation
- 19060 To consider options to improve/enhance the town and other local opportunities/events
- 1) Making Spaces fund – Crag Bank Play area & Alexandra Park
 - 2) Community Volunteer Scheme
 - 3) Carnforth Expo
 - 4) Christmas Lights Competition
- 19061 To consider public realm matters:
- 1) War Memorial Bench/Aldi Bench
 - 2) Planters and street furniture
 - 3) Mile stones – resident offer to maintain
- 19062 To consider any updates on activities and actions:
- 1) North Lancashire Expo
 - 2) Neighbourhood Plan and community engagement
 - 3) Remembrance Day
 - 4) Any other updates (refer to Action Plan)

A handwritten signature in black ink, appearing to read 'Robert Barber', with a horizontal line underneath it.

Town Clerk

04 October 2019

Tel: 07846 256 006 Email: clerk@carnforthtowncouncil.org



Town Development & Planning Committee

Draft Minutes of the meeting held on Monday 2nd September 2019 at 5:00pm at Council Offices, Market Street Carnforth

Present: Councillors Watkins (Chair); Holbrook; Parker, Smith and Watson

In attendance: Bob Bailey, Town Clerk; one resident

19044 **Apologies:** Apologies were received from Councillors Bromilow and Parker

19045 **Declarations of Interest and Dispensations:** There were no declarations of interest.

19046 **Urgent Business:**

1) **North Lancashire Expo:** There is an opportunity to have a joint stand with Carnforth Business Network at this event on 20th and 21st September 2019 at the Lancaster Brewery from 10am to 4pm each day. This will be a chance to celebrate the town and network with businesses from across the region. The keynote speaker will be the Chief Executive of the Eden Project talking about their plans for Eden North. **ACTION:** Members to be asked to support this joint initiative and plans put in place to attend on both days in partnership with Carnforth Business Network.

2) **Speed Management:** Following referral from the Town Council there was a lengthy discussion about speed management along Warton Road, as outlined by the resident. It was suggested that before any commitment is made by the Town Council it will be necessary to contact Lancashire County Council Highways and, if necessary, an investigation undertaken to establish whether there is evidence to support the installation of speed signs on Warton Road or anywhere else around the Town. It was noted that speed issues have previously been raised by residents on Lancaster Road and North Road.

The discussion went on to consider whether there would be any benefit in establishing a community speed watch programme, such as the one in place in Nether Kellet and some other parishes around the district. **ACTION:** The Town Council be asked to consider whether it wishes to pursue a 'project' to establish where speed management controls would be beneficial to the safety of residents and visitors to the town.

3) **General matters:** Several other matters were raised that have already been, or will be, included, in the newly established 'Action Plan' that will be monitored by Members at each committee and full Town Council meeting.

19047 **Minutes:** It noted that the meeting scheduled for 8th July 2019 had not been quorate.

19048 **Adjourn for public discussion:** A resident reported to Members on the current state of the play area and surroundings at Crag Bank. Several comments and ideas were suggested on way in which this area could be potentially improved. The Town Clerk advised that any plans to improve the play area would have to be discussed and gain the support of Lancaster City Council, Public Realm as owners of the play area and that any applications for external funding would



Town Development & Planning Committee

have a greater opportunity of success if supported by residents and a local community group established.

After some discussion, it was **RESOLVED** that initial enquiries be made with Lancaster City Council and that the idea to improve the Crag Bank play area be reported in the next edition of the *Carnforth Express* with residents being asked to support the initiative.

The resident then shared an idea to have a wooden frame(s) erected that could be used to display portable signage advertising a range of local events throughout the year. Members considered that provided the frame and signage met with County Highways requirements, this would be a cost-effective way to advertise local events and it was **RESOLVED** to pursue the idea further.

19049 **Planning Applications & Policy Matters:**

- 1) **Planning Applications:** Members considered the following:
 - a) 19/01066/FUL: Erection of two semi-detached dwellings, creation of new vehicular access & associated external works- Land adjacent to 27 The Drive, Carnforth LA5 9JD – **Recommendation: Support in Principal**
 - b) 19/01083/FUL: Erection of a first-floor side extension & conversion of existing garage to additional living accommodation – 1 St Austell Place, Carnforth LA5 9TU – **Recommendation: Support in Principal**
 - c) 19/01101/FUL: Erection of a two storey front extension & a single storey side extension to accommodate maintenance & MOT facilities – The Travellers Choice, Coach & Travel Centre, Scotland Road, Carnforth - **Recommendation: Support in Principal**
- 2) **Planning Briefing:** Planning officers have been invited to provide a presentation and training to Members on planning system, policy and procedures and neighbourhood planning. A response has since been received from a lead officer advising that the best time to undertake such training will be early in the New Year when there is expected to be more certainty on the Lancaster District Local Plan after consultation on the 'Main Modifications' arising from the recent Planning Inspector Examination Hearings has been completed and assessed.

After some discussion, it was **RESOLVED** that planning officers be invited to provide Member training in early 2020.

- 19050 **Options to improve/enhance the town:** Members discussed ways in which the Town Council is, and can, support local organisations take a pride in the local area through community clean ups. Members commented on ways in which the local community can enhance the town through activities such as litter picks, weeding, maintaining hedgerows etc. **ACTION:** Outdoor Maintenance Officer be asked to consider areas where a community clean up would be beneficial with a view to the Town Council providing advice and support alongside Lancaster City Council.



Town Development & Planning Committee

The Town Clerk reported that following recent requests he had submitted expressions of interest of behalf of local groups in obtaining funds from the City Council's 'Making Spaces Fund'. These are intended to support and make improvements to Alexandra Park and the Crag Bank Play Area. **ACTION:** Include further details in the next edition of *Carnforth Express* on the Making Spaces Fund and ways in which the local community can take pride on our area. There was also a discussion on how the Town Council can build on relationships with community groups and local organisations to run joint events and pool resources. It was specifically noted that across the country a range of events are being planned to celebrate the 75th anniversary of VE day. These will take place from Friday 8th May to Sunday 10th May 2020 and is a great opportunity to work with the local community to run events over the three days.

It was then **RESOLVED** that the Town Council be **recommended** to support local groups applying for funding through the 'Making Spaces Fund' and that the Town Council formally registers its interest in the VE 75 celebrations and seeks to develop a 'task group' represented by community groups and interested parties to run a variety of events over the weekend of 8th – 10th May 2019.

- 19051 **Public Realm matters:** It was reported that a meeting with County Highways is being planned to discuss further the issues arising from banners and planters being on guardrails. It was **RESOLVED** that the update be noted and that a report on the outcome of the meeting be provided in due course.
- 19052 **Updates on activities:** Members considered updates on ongoing actions and activities including:
- 1) **Remembrance Day:** Work has now started on planning for Remembrance Day on Sunday 10th November. Suppliers and supporters have been contacted and formal invitations and requests for wreaths to be ordered will be sent out in the next few days. **ACTION:** The Town Clerk, with Member support, to programme actions required to deliver the Remembrance Day Service and Reception.
 - 2) **Land at junction of North Road and Market Street:** A quotation for the collection and installation of a quarry stone in memory of Cllr Pat Woof has been accepted. **ACTION:** Cllr Parker to follow up and arrange for works to be carried out.
 - 3) **Blue Heritage Plaques:** Six of the eight plaques have now been fixed in position. **ACTION:** Follow up on permissions and arrange installation of the remaining two blue plaques
 - 4) **Cobbled Street:** Work to replace the old cobbled street is well underway and nearing completion. Cllr Smith was congratulated for his tenacity.
 - 5) **Pocket Parks:** Cllr Holbrook continues to develop plans for the proposed pocket park at Windermere Road, including ideas for planting and a park bench. **ACTION:** Cllr Holbrook to share the plans with Lancaster City Council and provide costings.



Town Development & Planning Committee

It was **RESOLVED** that the updates be noted

19053 **Matters from other committees:**

- 1) It was reported that an architects' practice, John Coward Associates had now been appointed to undertake a strategic assessment of the Civic Hall in line with the Town Council's specification.
- 2) Cllr Watson reported that the Town Council's assets had now been listed in a register and labelled for identity and location. The next step will be to carry out a valuation of the assets that will provide a total value for inclusion on the annual accounts. Once complete the register will be shared with the Town Council.

The exercise had thrown up some queries that will be followed up, principle of which was the ownership and responsibility of Crag Bank Village Hall. This will be discussed further at the next meeting of the Asset Management Committee and options on a possible way forward subsequently presented to the Town Council.

It was **RESOLVED** that the updates be noted, and the meeting closed at 6:25pm

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**Town Clerk
2019**

12 September

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