



Carnforth Town Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend meeting of Town Development & Planning Committee
to be held at 5pm on Monday 7th June 2021 at Carnforth Civic Hall**

A G E N D A

- 21057. Apologies:** To receive apologies.
- 21058. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 21059. Urgent Business:** To consider any items of urgent business not on the agenda.
- 21060. Minutes:** To consider and approve notes of the meeting held on Monday 10th May 2021.
- 21061. "An Art Project for Carnforth":** A talk from Sam Pickett to raise awareness of climate crisis and environmental issues.
- 21062. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters (see separate sheet).
- 21063. Platinum Jubilee:** To consider plans to commemorate the Queens Platinum Jubilee
- 21064. Town Development:** To consider and receive updates on actions/opportunities to develop and promote the town:
1. **Welcome Back Fund**
 2. **Station Car Park**
 3. **Heritage**
- 21065. Public Realm & Environmental matters:** To consider and receive updates on the following public realm matters:
1. **Public Realm**
 - a) Natter/key workers bench
 2. **Environmental**
 - a) Advertising Project;
 - b) Litter Picking / weed clearance data and activity;
 - c) Dog control & waste
 - d) Grassland and Tree Management Strategy
 - e) .Public Rights of Way walks
- 21066. Carnforth Neighbourhood Plan (CPN):** To consider an update on the CPN and a plans for a forum meeting on decarbonating transport in Carnforth
- 21067. Date & Time of next meeting:** Date & time of next meeting (5th July 2021 at 5pm)



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Clerk & Proper Officer Tel: 07846256006

Email: clerk@carnforthtowncouncil.org

Planning Application(s) & Highways:

Application No:	Description
Temporary Speed Restriction Notice: To temporarily prohibit any person to cause or permit any motor vehicle or cycle from proceeding at a speed exceeding 30 MPH over any length of A601M B6254 to M6 Junction 35 from its Junction with A6 Scotland Road to its junction with M6 Northbound entry/exit slip roads – operative from 0001 on Tuesday 1 st June 2021 until 2350 on Thursday 1 st July 2021	
21/0094/TPO	Various tree works – Keerford View 152 Lancaster Road, Carnforth LA5 9EE
21/00495/VCN	Change of use of agricultural building to a dwelling - Field Barn, Adjacent to Thwaites Lodge, 25 Crag Bank Crescent Carnforth LA5 9EQ

TOWN DEVELOPMENT & PLANNING COMMITTEE

Minutes of the meeting held on Monday 10th May 2021 at 5.00pm at Carnforth Civic Hall

Present: Councillors Smith (Chair), Branyan (Town Mayor), Parker, Stretch, and Watkins.

In attendance: Bob Bailey, Clerk & Proper Officer & Sarah Lowell, Administrative Officer

21043. Appointment of Chair: It was proposed by Councillor Watkins, seconded by Town Mayor Branyan and **RESOLVED** that **Councillor Smith be elected as Chair of the Town Development & Planning Committee for the municipal year 2021/2022.**

21044. Appointment of Vice Chair: Councillor Parker proposed, seconded by Town Mayor Branyan and **RESOLVED** that **Councillor Watkins be elected Vice Chair of the Town Development & Planning Committee for the municipal year 2021/2022.**

21045. Apologies: There were no apologies for absence.

21046. Declarations of Interest: There were no declarations of interest or requests for dispensations.

21047. Urgent Business: Councillor Watkins stated that Armed Forces Day will take place on Saturday 26th June 2021 and that a service will be held. Local Church Ministers are already in agreement to attend, and Councillor Watkins asked that invitations be sent to the local Uniform Groups to attend. **ACTION: Clerk to send out invitations and arrange for the event to be promoted on Social Media and the Council's website.**

The Clerk stated that the Community Hub from Lancaster City Council have requested use of the War Memorial Gardens one Wednesday each month (date yet to be decided) to offer their services and signposting residents to a range of agencies offering support on hardship and health and wellbeing matters.

21048. Minutes: It was **RESOLVED** that the **Minutes of the meeting held on Monday 19th April 2021 be approved.**

21049. "An Art Project for Carnforth": Councillor Watkins asked for this item to be deferred until the next meeting in June.

21050. Planning Applications:

Application No:	Description
	Temporary Road Closure. Various Roads (see schedule) daily between the hours of 0800&1800 from Tuesday 4 th May until Friday 7 th May 2021.
	Public path diversion order. Part of footpaths Carnforth 2,3 & 4 Galley Hall Farm, Shore Road, Carnforth
20/01191/FUL	Erection of a retail food source with associated parking access, gates and boundary fencing, construction of a bin store and landscaping: Land at Carnforth Business Park, Kellet Road, Carnforth

The Committee noted the temporary Road Closure and the Public Path Diversion.

Planning Application 20/01191/FUL **RECOMMENDATION: Support in principle**

21051. Platinum Jubilee: Councillor Watkins stated that the first weekend in June 2022 will be the Queens Platinum Jubilee and asked whether the Town Council would wish to commemorate this special occasion with a small service/event. **ACTION: Clerk to liaise with the local schools with a view to a joint event with the Town Council being developed.**

ACTION: Councillor Parker will put together a list of forthcoming dates for local and national events that will be used to create a 'Calendar of Events' similar to the one previously produced.

21052. Friends of Carnforth Group: Councillor Watkins reported that the local covid support group wish to continue offering their support to the local community after Covid19 restrictions have been removed and will be changing the name of the group to "Friends of Carnforth". Councillor Jones will continue to be the Town Council's representative on this group.

21053. Town Development:

1) Heritage

a) **Heritage Trail App:** No further updates. The University Student who has developed the app is currently studying for exams and will not now be available until July. Councillor Smith asked that this item to be deferred until further notice.

b) **Heritage Festival:** Councillor Watkins reported that a small working group has been formed with a first meeting date arranged for 14th June 2021. It was discussed that Councillors be encouraged to lead on activities and that updates be reported back to Town Development & Planning Committee.

21054. Public Realm & Environmental matters:

1) Public Realm



a) **Natter/key worker's bench:** A NHS & Keyworkers Rainbow designed steel bench has been identified as the Committees preferred option. After some discussion, it was felt that the most suitable positioning would be in the

War Memorial Gardens with one of the existing benches being relocated to the planned "pocket park" at Windermere Road. It was then **RESOLVED that the purchase and location of the NHS & Keyworkers bench be recommended to full Council.**

2) Environmental

- a) **Development of Advertising Project:** The metal stakes have been purchased. Three wooden frames now need to be designed and made and the completed structures installed. **ACTION: Councillor Parker to liaise with Outdoor Maintenance Officer to carry out the installation and Clerk to advise Lancashire County Council accordingly.**
- b) **Litter Picking Equipment:** Orders have been placed for litter picking equipment and should be available soon. Councillors were advised that the Clerk will be talking to the Carnforth Wombles group with a view to the assets being used by them and available for Clear Up days led by the Town Council. Enquiries are being made with the Council's insurers to include volunteer activities within the Town Council's Insurance cover.
- c) **Clear up Day arrangements:** This has been arranged for Wednesday 12th May at 10am – meeting at Carnforth Civic Hal and concentrating on litter and weeds on upper Market Street and North Road. Councillors Parker and Smith will be in attendance along with volunteers from Carnforth Wombles, Carnforth Rotary and residents.
- d) **Grassland and Tree Management Strategy:** Councillor Stretch reported back on the recent meeting with Lancaster City Council to create a wildflower area at Crag Bank as part of their strategy (see photo below). The area has now been dug out and the flowers will be planted shortly. The existing planters have been moved to the opposite side of the road and replanted by the Outdoor Maintenance Officer. At the annual Town Council meeting, Councillor Stretch had offered to take the lead on the development of 'pocket parks', following the recent resignation of the previous Councillor lead.



Location for new wildflower bed – Longfield Drive

As well as the outstanding 'pocket park' at Windermere Road, Councillor Stretch has suggested that an area of land on the A6 close to Keerford View (known as the Red Court site) would also benefit from a tidy up and a bench. **ACTION:** Councillor Stretch to take forward plans to develop 'pocket parks' at Windermere Road and Lancaster Road and consider opportunities to involve local schools and Allotments holders in the project.

- e) **Public Rights of Way walks:** Councillor Watkins thanked Councillors for their involvement in the previous PROW inspections and the subsequent detailed reports that will inform recommendations to Lancashire County Council. There was a discussion on further PROW inspections and determining a deadline for completion. **ACTION:** Councillor Parker to take the lead on the next PROW inspections. Completed reports to be submitted to the Lancashire County Council's PROW officer by the end of July and consideration given to developing an informative leaflet on the PROW's being produced later in the year.

21055. Carnforth Neighbourhood Plan (CPN): The Clerk reported that Lancaster City Council and other statutory consultees had completed their screening to determine whether a detailed Strategic Environmental Assessment (SEA) of the draft Carnforth Neighbourhood Plan (CNP) is necessary. The City Council and the other agencies had come to different conclusions but had recommended amendments to policies in the CNP that should satisfy them. These amendments have now been made and conformation that no SEA is required is awaited. In the meantime, there is a need to apply for further funding to take the CNP through to adoption and the Town Council's planning consultants have been asked to provide the required information so that a further application for funding can be made.

After some discussion, it was **RESOLVED that the Town Council be recommended to utilise the Carnforth Neighbourhood Plan Reserve to take the Plan forward with any subsequent funding being placed back into Reserves and balances.**

21056. Date of next meeting: The next meeting of the Town Development & Planning Committee will be on Monday 7th June 2021 at 5pm. The meeting closed at 6:00pm

Sarah Lowell
Administrative Officer

Bob Bailey
Clerk & Proper Officer