



Carnforth Town Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Summons to attend meeting of Town Development & Planning Committee

on Monday 11th October 2021 at 5pm at Carnforth Council Offices

A G E N D A

- 21099. Apologies:** To receive apologies.
- 21100. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 21101. Urgent Business:** To consider any items of urgent business not on the agenda.
- 21102. Minutes:** To consider and approve notes of the meeting held on Monday 6th September 2021.
- 21103. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters

| Application No: | Description |
|------------------------|---|
| 21/01057/FUL | Installation of 2 replacement roof lights – Carnforth House Farm, Carnforth, LA5 9LX |
| 21/01058/LB | Listed building application for the installation of 2 replacement roof lights |
| 21/01151/FUL | Installation of replacement door to rear elevation – 23 Market Street Carnforth LA5 9JX |
| 21/01178/FUL | Retrospective application for the erection of a detached garden room – 43 Crag Bank Road, Carnforth LA5 9EH |
| 21/00022/ENF | APPEAL: 112 Kellet Road, Carnforth LA5 9LR |

(see separate sheet).

- 21104. Actions:** To consider log of actions and related updates and progress not covered on the agenda



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21105. Town Development: To consider and receive updates on actions / opportunities to develop and promote the town:

1. Remembrance Sunday – November 2021
2. Christmas switch-on – December 2021
3. Queen's Platinum Jubilee - June 2022

21106. Carnforth Neighbourhood Plan (CNP): To consider update on the CNP and next steps

21107. Date & Time of next meeting: Date & time of next meeting (1st November 2021 at 5pm)

A handwritten signature in black ink, which appears to read 'Robert Bailey', is written over a horizontal line.

Clerk & Proper Officer Tel: 07846256006

Email: clerk@carnforthtowncouncil.org

TOWN DEVELOPMENT & PLANNING COMMITTEE

Draft Minutes of the meeting held on Monday 13th September 2021

Present: Councillor Smith (Chair); Branyan (Town Mayor) and Parker

In attendance: Bob Bailey, Clerk & Proper Officer

21089 Apologies: Apologies were received from Councillors Stretch and Watkins.

21090 Declaration on interests and dispensations: There were no declarations of interest.

21091 Urgent Business: There were no matters of urgent business not covered by the meeting agenda.

21092 Minutes: It was **RESOLVED** that the **Minutes of the meeting held on Monday 2nd August 2021 be approved.** .

21093 Planning Applications: There were no planning applications to consider but the Committee noted that planning application 21/00451/FUL had been refused.

| Application No: | Description |
|-----------------|---|
| 21/00239/FUL | Erection of a two-storey detached dwelling with associated access – Land adjacent to 18 Crag Bank Road Carnforth LA5 9EH Committee Recommendation: Support in principle |
| 21/0149/TCA | Elm tree – removing no more than 30% of live crown mass from secondary branches – Station House, Haws Hill, Lancashire LA5 9DD Planning Application has been permitted |
| 21/01010/FUL | Erection of s Members Retail Club with associated drainage, parking, access, landscaping, gates and boundary fencing and construction of a bin store – Land Off Oakwood Way, Carnforth Business Park, Kellet Road, Carnforth Committee Recommendation: Support in principle |

| Application No: | Description |
|-----------------|--|
| 21/01113/FUL | <p>Demolition of existing buildings and proposed construction of major mixed leisure development in association with Eden Project, outdoor area (including live music performances), public realm, landscaping works, cycle parking, detached shelter and energy pods and associated infrastructure and engineering operations – Central Promenade Regeneration Site, Marine Road Central, Morecambe</p> <p>Committee Recommendation: Refer to Full Council for consideration</p> |

After discussion on each planning application it was **RESOLVED that the Town Council considers the recommendation(s) of the Committee set out above and determines action(s) to be taken.**

21094 **Actions:** The Clerk & Proper Officer provided an update on actions assigned to this Committee. Each action was considered in turn and progress noted and any remedial action agreed. **It was then RESOLVED that the Action Plan updates and remedial actions be noted and progress reported at each committee meeting.**

21095 **Town Development:** The committee considered the following events, updates and opportunities to enhance the town:

1) Carnforth Street Festival: The committee congratulated everyone involved in making the first Carnforth Street Festival a major success for the town. There had been much praise on social media and in the press and many requests for a Christmas Market and another Street Festival in 2022.

The committee were informed that a meeting had been held a few days after the Festival to review what went well and where lessons can be learned for future similar events. The committee were also updated on the latest position regarding the funding of the event which will be shared with Carnforth Town Council at its meeting on 15th September.

Meanwhile, Councillor Watson has been invited to a meeting of the Carnforth Business Network to outline what the Town Council did and the Clerk has been asked to provide advice on the arrangements for obtaining a *Road Closure Order* and meeting other statutory requirements when running such events.

2) **Remembrance Sunday:** Remembrance Sunday will be held on Sunday 14th November. Plans will be made for a return to arrangements in 2019 with a parade; a Service at the War Memorial Gardens and a Reception at Carnforth Civic Hall.

In the lead up to Remembrance Sunday, however, the Town Council will be cognisant of government and local authority guidance in relation to COVID-19 and take action relevant to the circumstances at the time. It was then **RESOLVED that the Town Council be asked to approve arrangements for Remembrance Sunday 2021, subject to any COVID-19 guidelines, and that the Clerk, with the support and direction of Councillors Parker and Watkins, make the necessary arrangements**

3) **Christmas Switch On / Events:** It was reported that the Clerk had informed Carnforth Business Network that the same funding received from Lancaster City Council in December 2020 would not be available in 2021 there may, however, be an opportunity to take advantage of the Welcome Back Funding which is available until March 2021, but this will require direct involvement of Carnforth Town Council as it did in 2020.

It was reported via Councillor Stretch that Morecambe Brass Band had requested permission to play at various times throughout December around the town – these will be free of charge to the public.

ACTION: That permission, in principle and subject to suitable risk assessments, be given to Morecambe Brass Band and that chairs from Carnforth Civic Hall be made available when required.

Councillor Stretch had also suggested that consideration be given to establishing a Musical Festival Competition, involving brass bands. **ACTION: Town Development & Planning Committee to consider a Music Competition and make recommendations as necessary to Carnforth Town Council**

4) **Platinum Jubilee:** The Clerk reported that a recent planned meeting of the original group had been put back until 30th September. There was some discussion about the plans put forward at the first meeting and it was then **RESOLVED that the Town Council be recommended to incorporate the 2022 Street Festival into the plans outlined over the weekend of the Queens Platinum Jubilee in 2022.**

21096 Public Realm & Environmental matters: The committee considered updates on the following matters:

1) **Litter / Weed Clearance Data:** The Clerk reported that the Administrative Officer has been keeping a record of reported litter picks and weed clearances that have been undertaken by volunteers, including the Carnforth Wombles, Carnforth Rotary Club, members of the public, Town Councillors and staff since 1st April.

It was reported that between 1st April and 1st September there had been **339 litter picks**, involving **584 volunteers of all ages** (many carry out multiple activities) and that this had taken **878 hours** and yielded **1,414 filled litter bags** as well as a range of larger items, including car parts and garden gates! The committee acknowledged what a tremendous effort this had been and noted that litter had been collected by these volunteers from across the district and that the number of volunteers appears to have increased in the last six months. **ACTION: That all volunteers be thanked for all their efforts and that data arising from the litter picks and weed clearance be reported to Lancaster City Council and in the next edition of the *Carnforth Express*.**

- 2) **Public Realm:** The Clerk had provided update on actions relating to the delivery of the NHS/Key workers bench and the outstanding permissions from Lancashire County Council to relocate an existing bench near the Aldi bus stop under Agenda item 21094. Similarly updates had been provided on the position regarding the planned 'No Dogs' signs in play areas and the reports sent to Lancashire County Council regarding the state of Public Rights of Way, a response to which is still awaited.

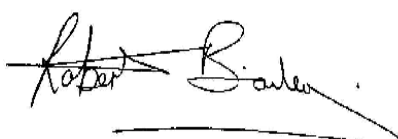
It was considered that a specific piece of work that could be carried out would be the identification and location of all litter and dog waste bins around the town for comparison to the records maintained by Lancaster City Council with a view to establishing whether there are a sufficient number and in the correct locations.

ACTION: That arrangements be made for an 'audit' of all public litter and dog waste bins and recommendations made to Carnforth Town Council

It was then **RESOLVED that updates on public realm and environmental matters be noted and that actions be undertaken with progress being reported in due course.**

- 21097 Carnforth Neighbourhood Plan (CNP):** The Clerk reported that the Regulation 14 consultation in the Carnforth Neighbourhood Plan had now ended, subject to a response awaited by Lancaster City Council. As previously reported, the next steps will be to analyse all responses received; consider whether any amendments need to be made and write a detailed *Consultation Statement* setting out details of community engagement since the inception of the Carnforth Neighbourhood Plan and the outcomes for consideration by Lancaster City Council and the Planning Inspector. It was then **RESOLVED that the update and work required prior to formal submission to the Planning Inspector be noted.**

- 21098 Date of next meeting:** The next meeting of the Town Development & Planning Committee will be held on Monday 11th October 2021. The meeting closed at 5:45pm



Clerk to the Council