



# Carnforth Town Council

## Minutes of meeting held on 17<sup>th</sup> November 2021 at 6:30pm at Carnforth Council Offices

**Present:** Councillors Branyan (Town Mayor); Bromilow; Gardner; Grisenthwaite; Parker; Smith and Watson

**In attendance:** Bob Bailey, Clerk & Proper Officer; Ward Councillor Guilding; County Councillor Williamson; Mr S Richmond (Part)

**21133 Apologies:** Apologies were received from Councillors Betley; Jones; Stretch and Watkins and Ward Councillor Yates

**21134 Declaration on interests and dispensations:** There were no declarations of interest or requests for any dispensations on matters on the agenda.

**21135 Urgent Business:** There were no matters of urgent business but at the request of Councillor Grisenthwaite **it was RESOLVED that agenda item 21140 be brought forward.** Councillor Grisenthwaite then reported on, and formally launched, the leaflet *The Men on the Monument: World War Two*, which follows on from the *World War One Poppy Trail* leaflet produced a few years ago. Once again, local historian Mr. Steven Redmond had done an excellent job in researching the servicemen and women who had lost their lives during the Second World War and the impact that this had had on their families and the local community. Mr. Redmond was formally thanked for his outstanding efforts by the Town Mayor and Councillors.

**21136 Minutes:** **It was RESOLVED that the Minutes of the meeting held on Wednesday 20<sup>th</sup> October 2021 be approved.**

**21137 Adjournment for public discussion and information only updates:**

- 1) Public Discussion:** There were no representations from member of the public
- 2) Councillor updates / matters:** Councillors considered the following updates and issues:  
The Town Mayor had attended a further meeting with Gummers Howe residents which was also attended by a representative from Lancashire County Council who addressed residents questions and subsequently sent a written report on the matters raised relating to County Council services. There followed a discussion on some of the matters raised at this meeting that has culminated in a 'walk-about' being arranged involving officers from Lancaster City Council where these will be identified and, if necessary, actioned. **ACTION: Clerk and Proper Officer to produce Maps of Gummers Howe and surrounding streets to help with the planned walkabout.**

The Town Mayor, Clerk and Councillor Grisenthwaite had attended a presentation where Gummers Howe residents held presented cheques to two chosen charities.



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The Town Mayor had unveiled the NHS/Key workers bench in the War Memorial Gardens attended by Town Councillors and staff and representatives from Ashtrees Surgery, North West Private Ambulance Service and Lancaster City Council. It was reported that the bench has received many positive comments since its installation.

Many people had attended the short Service on Armistice Day and there had been several hundred attending the Remembrance Day Parade and Service on Remembrance Sunday. After Covid restrictions in 2020 it had been great to see so many people along the Parade route and at the War Memorial Gardens again.

For the first time, Market Street had been closed to traffic for the period of the Service which had benefitted the occasion. Councillors, staff, volunteers and the caterer were thanked for their efforts and support.

It was reported that the Town Mayor and Councillor Watkins had attended the Parish and Town Councils' Conference arranged by Lancashire County Council at which there had been excellent speakers, including County Councillor Williamson in her role as Leader of the County Council and the Police & Crime Commissioner Andrew Seddon – the Town Mayor took this opportunity to speak to Mr Seddon on anti-social behaviour around the Gummers Howe area which was subsequently acted upon.

The Town Mayor and Councillor Watkins have spoken to primary schools about the 'Carnforth Big Weekend' and Queen's Jubilee plans next June.

Councillor Smith reported that he had completed the Emergency First Aid training.

- 3) **Reports of Ward and County Councillors:** Ward Councillor Guilding commented on the successful organisation of the Remembrance Day Parade and Service and congratulated the Friends of Crag Bank Park, together with Councillor Watson and the Outdoor Maintenance Officer for the work that they are doing to improve the park and surrounding area, including the tree and hedgerow planting planned at the start of *National Tree Week*. County Councillor Williamson was thanked for her support in getting Grosvenor Road / Place on the County Highways resurfacing programme which is due to start. Councillor Guilding will give a Town Cri in the War Memorial Gardens on Lancashire Day.

Ward Councillor Yates had submitted a written report which had been circulated. Councillor Yates praised the Town Council on the organisation of Remembrance Sunday and its intervention which has resulted in both quarries diligence in keeping roads clean and swept.



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The Porsche Garage is established and contributing to our local economy. There was an update on the relocation of the Barnfield's sign and the Scotland Road development and a report on the problems being caused at the Station Car Park where the Pay Machine had been out of order and people had been fined for parking which he has followed up with Norther Rail. He also brought to the Council's attention that Network Rail are intending to demolish the foot bridge to Steamtown next May.

County Councillor Williamson commented on the Parish / Town Council Conference – *Working Better Together* which had been well attended and received with constructive feedback for future events – the next one being planned for next March and will focus on County Highways and traffic management. As well as the good speakers and the useful subjects covered it had been an opportunity to share ideas on how the County Council and Parish/Town Council's can work more effectively together and collaborate for the benefit of residents across the County.

It was reported that the County Council is currently going through the budget process, focussing on key issues and areas of greatest need, including County Highways. Progress is being made on the 'County Deal' with 15 district councils now aligned behind the plans which should bring about positive change through effective collaboration and substantial Government funding.

County Councillor Williamson administers a small grant scheme (as do all County Councillors) to fund voluntary, community and faith sector groups to support vital projects that support County's priorities, particularly those relating to '*caring for the vulnerable*' and '*protecting our environment*'.

Councillors were informed that a meeting has been arranged with County Highways representatives and Town Councillors to discuss long-standing matters around the traffic lights at the top of Market Steet and other traffic management issues.

In thanking County Councillor Williamson for her report and specifically her resourcefulness in getting Grosvenor Park / Place resurfaced, the Clerk and Proper Officer advised that following several requests from residents an arrangement had been made with the Manager of the nearby Tesco Superstore for residents affected by the resurfacing works to park for free on their Car Park for the duration of the works.

After some comments on public highways and the speed of traffic in certain areas of the town it was **RESOLVED that the reports and updates from Town, Ward and County Councillors be noted.**



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- 4) **Reports from outside bodies:** The following report(s) were given:
- a) **Back Lane Group:** Councillor Grisenthwaite reported that the Group have suggested that the Town Council facilitates a meeting involving Homes England, Carnforth Rangers Football Club and Town Councillors regarding the Lundsfield Quarry development proposals and the ongoing lack of progress. A meeting with representatives from Homes England is planned in the coming week on the Carnforth Neighbourhood Plan and the opportunity will be taken to discuss Lundsfield Quarry and the need to break the current impasse.
  - b) **Carnforth Swimming Pool:** Councillor Grisenthwaite reported that the pool is in demand, despite still operating under Covid restrictions, and there are plans to extend the viewing gallery and improve the changing facilities.
  - c) **Twinning Association:** Councillor Parker reported that the Twinning Association are planning to welcome visitors from Saily over the August Bank Holiday period in 2022. There will be a Lancashire Night held at Millhead Village Hall on 27<sup>th</sup> November.
  - d) **Carnforth Rotary Club:** Councillor Bromilow reported that Carnforth Rotary will also be celebrating Lancashire Day at Carnforth Cricket Club
  - e) **Carnforth Business Network:** Councillor Parker reported on plans for the Carnforth Switch-On on Wednesday 1<sup>st</sup> December from 5:30pm. Market Street will be closed and the Town Mayor will be switching the lights on. There will also be food stalls and entertainment on the night, which is being finalised.
  - f) **Carnforth Neighbourhood Plan Working Group:** The Clerk and Proper Officer provided a brief update on the work to be completed to prepare the Submission Version of the Neighbourhood Plan and supporting documents. It was noted that there had been constructive feedback from the recent Regulation 14 consultation and that there had been overwhelming support for the Plan, including its policies and aspirations. It was reported that the Clerk & Proper Officer had submitted a Case Study on the Plan's aspirations to be carbon neutral and that it had been showcased at COP26 to help other Parish/Town Council's with similar aspirations. The next meeting of the Group is Tuesday 30<sup>th</sup> November.

Following some comments and observations it was **RESOLVED that updates from Outside Bodies be noted.**



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**A601(M):** Councillor Grisenthwaite reported that the County Council have received £9.2M to carry out vital repairs to the northern A601(M) including the repair of road bridges and the demolition of the bridge that carries North Road over the A601(M) to be replaced by a junction. The works will result in direct savings running into many millions but before it begins Lancashire County Council must get the approval of the Department of Transport to downgrade the motorway status. There is currently consultation on the motorway downgrade.

Consultation on the bridge and road works is expected early in the New Year but the plans have already raised several concerns with residents and County Councillor Williamson was thanked for raising these with officers at the County Council which had resulted in a useful meeting to discuss the planned programme and benefits as well as residents' concerns.

Details of the scheme, the planned consultation and the concerns raised will be reported in the next edition of the *Carnforth Express*.

Lancashire County Council recognised the important role that Carnforth Town Council can play in the Consultation process; in disseminating information about the programme and dealing with residents' concerns and comments, including local open meetings where details of the scheme will be available.

County Council officers very much welcomed the feedback from the Town Council and this will be taken on board as part of the ongoing development of the plans.

There followed a discussion on the possible 'unintended consequences' of the scheme; the importance of 'local knowledge' being taken into consideration and Carnforth Town Council's involvement, as well as a potential alternative to the planned demolition of the bridge that County Councillor Williamson will report back to County officers. It was then including a in the town and it was then **RESOLVED that the A601M scheme be noted and that Carnforth Town Council continues to collaborate with Lancashire County Council and provides local knowledge going forward.**

21139

**Gullies:** It was noted that this agenda item had been deferred from the last meeting of the Town Council. Councillor Smith reported that there had been several blocked gullies on North Road that had been addressed within a relatively short period of time following the intervention, once again, of County Councillor Williamson. There followed a discussion on the 'Carnforth smell' which has been prevalent for several years due to blocked gullies along Market Street and those off it.



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It was reported that there is an annual (or, in some cases, bi-annual) regime of clearing gullies but that any reported blocked gullies will normally be addressed. It was then **RESOLVED that the situation with the gullies be kept under review and, if necessary, reported to Lancashire County twice a year if necessary.**

**21140** **World War Two Leaflet:** See Agenda item 21135 above.

**21141** **Planning applications & statutory consultations:** Councillors considered the following planning applications and road traffic orders:

Application No:	Description
<b>21/01332/FUL</b>	Installation of seven replacement windows and one replacement door to the side and rear elevations – 39 Lancaster Road Carnforth LA5 9LD <b>Committee Recommendation: Support in Principal</b>
<b>Temporary prohibition of through traffic:</b> Crag Road, Warton from its junction with New Road at a point approx. 75 meters west of its junction with Holly Bank – From 08:00 on Monday 1 <sup>st</sup> November 2021 until 16:00 on Wednesday 3 <sup>rd</sup> November 2021 or until works completed <b>TD&amp;PC Recommendation: Works completed and noted</b>	
<b>Temporary prohibition of through traffic:</b> Grosvenor Road, Carnforth from its junction with Haws Hill to its junction with Grosvenor Place between 08:00 and 16:00 hours from Tuesday 16 <sup>th</sup> November to Tuesday 30 <sup>th</sup> November 2021 or until works completed <b>TD&amp;PC Recommendation: Works noted and welcomed</b>	

It was **RESOLVED to approve the recommendations of the Town Development & Planning Committee**

**21142** **Planning Authority Decisions:** Councillors considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning applications previously considered. It was noted that **nine** planning applications were awaiting decision; **four** applications - supported in principle by the Town Council - had been permitted and **one** applications had been refused.

After some comments, it was **RESOLVED that the updated position on planning authority's decisions be noted.**



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**21143** **Property & Environment Committee:** Councillor Bromilow (Committee Vice-Chair) reported on the actions and resolutions arising from the meeting of the held on 2<sup>nd</sup> November 2021, including:

- 1) Removal of bench from War Memorial Gardens ready for re-installation on A6 adjacent to Aldi superstore;
- 2) Update on general grounds maintenance;
- 3) Discussion on establishing a preferred list of suppliers and contractors;
- 4) Asset register update and actions;
- 5) Update on property and operational matters and issues at Crag Bank Village Hall;
- 6) Update on property and operational matters and issues at Carnforth Civic Hall;
- 7) Committee Budget monitoring 2021 / 2022
- 8) Committee forward planning and budget 2022/2023;

After some comments and observations, it was **RESOLVED that the report and actions of the Property & Environment Committee be noted and approved**

**21144** **Town Development & Planning Committee:** Councillor Watkins (Committee Vice-Chair) reported on the actions and resolutions arising from the Town Development & Planning Committee held on 8<sup>th</sup> November 2021 including:

- 1) Recommendations to the Town Council on planning applications;
- 2) Reminder about compliance with policy and Standing Orders when speaking to the Press and Media;
- 3) Updates and next steps on Committee actions;
- 4) Update on actions taken and planned for the Remembrance Sunday Parade, Service and Reception;
- 5) Update on Christmas Switch-on;
- 6) Queen's Platinum Jubilee / Carnforth Big Weekend actions and planning update;
- 7) Latest position on the developing Carnforth Neighbourhood Plan and next steps

It was then **RESOLVED that that the report, actions and recommendations of the Town Development and Planning Committee be noted and approved.**

**21145** **Finance & Governance Committee:** Councillor Grisenthwaite reported on the recommendations and actions arising from the meeting of the Committee held 8<sup>th</sup> November 2021, including:

- 1) Arrangement of Standing Order payments for staff;
- 2) Action for a task & finish group to establish Council induction and training programme;





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- 3) Bank reconciliation and Summary of Receipts & Payments as at 31<sup>st</sup> October 2021;
- 4) Payments List recommended for approval by the Town Council;
- 5) Consideration of a first draft 'stand-still' budget for 2022 / 2023 based on previous budget and allowances for pay and prices
- 6) Recommendation that Committee's provide budget plans for next financial year by 30<sup>th</sup> November 2021;
- 7) Recommendation that the Town Council welcomes 1<sup>st</sup> Carnforth Scout Group to host a Council meeting and consider a budget plan;

After some comments it **RESOLVED that the Finance & Governance Committee report be noted and recommendations and actions, including the Payments List, be approved.**

**21146 Correspondence:** The Clerk presented the schedule of correspondence received and previously circulated to Councillors. It was reported that appropriate action had or will be taken by the Clerk / Councillors / Committees to address matters arising from the correspondence received. It was then **RESOLVED that the correspondence received be noted and that assigned actions be considered at each Committee meeting and reported as necessary to full Council.**

**21147 Items for next Agenda:** Councillor Grisenthwaite urged all Councillors to think about the Council plans and aspirations for financial year 2022/23 and beyond, together with any funding opportunities, savings and efficiencies and income generation ideas so that these could be considered by the Finance & Governance Committee when drafting the Council's budget for consideration and approval at the Town Council budget meeting in January.

**21148 Date and time of next meeting:** The next meeting of the 'ordinary' Town Council will be on **Wednesday 15<sup>th</sup> December 2021.** The meeting closed at 8:00pm

A handwritten signature in black ink, appearing to read "Robert Biddle".

Clerk to the Council Date: 17<sup>th</sup> November 2021

A handwritten signature in blue ink, appearing to read "H. O. Branyan".

Chair:

Date: 17<sup>th</sup> November 2021