



Carnforth Town Council

Minutes of meeting held on 17th December 2021 at 6:30pm at Carnforth Council Offices

Present: Councillors Smith (Deputy Mayor); Betley; Grisenthwaite; Jones; Parker; Stretch; Turner and Watson

In attendance: Bob Bailey, Clerk & Proper Officer; Leah Longhorn, Administrative Officer

21149 Apologies: Apologies were received from Councillors Branyan; Bromilow; Gardner and Watkins and Ward Councillors Guilding, Taylor and Yates and County Councillor Williamson

21150 Declaration on interests and dispensations: Councillors Betley, Grisenthwaite and Smith requested and were granted dispensation in relation to Planning Application: 21/00899/HYB

21151 Urgent Business: The Deputy Chair welcomed Councillor Paul Turner to his first Town Council meeting following Co-option. Councillor Turner thanked the Town Council for appointing him and said that he was looking forward to serving the local community.

21152 Minutes: It was **RESOLVED** that, **subject to a minor amendment, the Minutes of the meeting held on Wednesday 17th November 2021 be approved.**

21153 Adjournment for public discussion and information only updates:

- 1) **Public Discussion:** There were no representations from members of the public
- 2) **Councillor updates / matters:** Councillor Grisenthwaite reported on a recent meeting of the Back Lane Group and plans for the Town Council to facilitate a meeting between Homes England and Carnforth Rangers Football Club in the New Year to discuss matters relating to Lundsfield Quarry. He also informed Councillors of a planned 'walkabout' around Highfield Estate and Gummers Howe with officers from Lancaster City Council to discuss the property matters raised by residents. **ACTION: Councillor Smith will attend and report back**

In response to a question, the Proper Officer reported that the Town Mayor was looking into the requirements and related matters for the position of Honorary Alderman of the Council. **ACTION: Town Mayor to report in due course**

Councillor Betley commented on the success of the recent evening with the 1st Carnforth Scouts and the positive manner in which they had engaged with the exercise. Councillors who supported the event on the night were thanked and the Proper Officer congratulated for his work in planning and conducting the exercise undertaken by the Scouts. It was noted that the story of the evening had been reported by the local press and had been well received on social media, including plaudits from other Parish / Town Council's across the country and by the National Association of Local Councils and its Lancashire branch. **ACTION: Consideration be given to similar events for local schools**



Carnforth Town Council

- 3) **Reports of Ward and County Councillors:** Councillors were saddened to hear that Ward Councillor Guilding had been taken ill and wished her a speedy recovery.

Ward Councillor Yates had provided a written report that had been circulated, including updates on:

- a) Action being taken by Lancaster City Council to recruit a new Chief Executive by the end of March 2022;
- b) Ongoing planning enforcement matters;
- c) Temporary speed warning signs installed on Back Lane;
- d) Ongoing matters raised by the residents of Gummers Howe sheltered housing;
- e) Concerns about the state of the Canal /Kellet Road Bridge;
- f) Trees felled in the recent storms being prioritised for removal by Lancaster City Council;
- g) Changes to the pricing structure for parking at the Carnforth Station Car Park

There being no further comments it was **RESOLVED that the reports and updates from Town, Ward and County Councillors be noted.**

- 4) **Reports from outside bodies:** The following report(s) were given:

- a) **Friends of Crag Bank Park:** Councillors Turner and Watson reported on a great effort from local residents of all ages and Lancaster City Council staff who planted 14 fruit trees and a hedgerow with 120 saplings to create a community orchard at Crag Bank. It had been a really good way to kick off National Tree Week and had included an interesting talk by an arboriculturalist who advises the City Council.

Councillors commented that this had been another impressive collaboration with Lancaster City Council and staff were thanked for giving up their Saturday to be involved. Councillor Watson commented on the 'immense' advice and support that Lancaster City Council have provided throughout the project to date. Work on the new play area is due to commence in January and a formal opening arranged soon after completion. **ACTION: Proper Officer to include an article on the Crag Bank Project in the next edition of the *Carnforth Express*.**

- b) **Carnforth Business Network:** Councillor Parker reported that there had been a review of the Carnforth Switch-On on Wednesday 1st December. The cost this year included the purchase of new lights and, unlike previous years, there had not been any external funding towards costs. Councillor Turner had worked with representatives from the Network to install over 70 Christmas trees around the town.



Carnforth Town Council

It was reported that the Carnforth Business Network had commented that the last edition of the *Carnforth Express* had not included an article on the Christmas Switch-on. Councillors were advised that Carnforth Business Network had not submitted an article by the scheduled deadline but that the Town Council had installed banners on the advertising boards at the entrances to the town promoting the event.

It was reiterated that the Town Council wishes to work more collaboratively with the Carnforth Business Network on future community events, such as the Queen's Platinum Jubilee in June 2022, as well as provide advice and support on general matters impacting on the local community.

ACTION: Carnforth Business Network to be encouraged to submit regular articles for publication in the *Carnforth Express* and to collaborate closely with the Town Council on mutually beneficial community events and matters.

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

21154 **Planning applications & statutory consultations:** Councillors considered the following planning applications and road traffic orders:

Application No:	Description
21/01113/FUL	Amendment: 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 Morecambe Committee Recommendation: Support the planning application
21/00899/HYB	Hybrid application comprising a full application for the erection of 81 dwellings with associated infrastructure and an outline application for the erection of up to 114 dwellings, including public open space provision & associated infrastructure – Land between Brewers Barn and the A601(M), North Road, Carnforth LA5 9LJ Committee Recommendation: Object to the application



Carnforth Town Council

Application No:	Description
21/01383/FUL	Creation of dropped kerb – 17 North Road, Carnforth LA5 9LQ Committee Recommendation: Support in principle
21/01471/FUL	Erection of one detached dwelling with associated access, regrading of land, alterations to boundary wall and alterations to existing watercourse – Land Rear of Cemetery, Back Lane, Carnforth Committee Recommendation: Neutral comment around the flood and drainage risk on this land
21/01483/FUL	Installation of replacement cladding to all elevations – Cricket Ground Pavilion, Victoria Street, Carnforth LA5 9EA Committee Recommendation: Support in principle

Councillors considered the planning applications in turn. It was reported that given the detail of the documentation supporting planning application 21/0113/FUL it is difficult to know where an amendment has been made without this being separately highlighted by the planning authority. Notwithstanding this the Town Council still very much supports this application.

There was much discussion about planning application 21/00899/HYB and the reasons why the Council objects to it. In relation to planning applications 21/01471/FUL the known flooding and drainage risks at this site were highlighted and discussed.

It was then **RESOLVED to approve the recommendations of the Town Development & Planning Committee as set out and that, taking into account approved dispensations, Councillors Grisenthwaite and Smith be designated authority to liaise with the Proper Officer to submit an objection on behalf of the Council in relation to planning application 21/00899/HYB, with details being subsequently sent to all Councillors.**

21155 **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 planning application 21/00705/OUT, that the Town Council had previously objected to, had been refused by Lancaster City Council's Planning Committee
ACTION: Clerk & Proper Officer to circulate the Case Officers report for planning application 21/00705/OUT

21156 **Community-Led Housing:** It was reported that due to a family illness this presentation had been postponed until a later date



Carnforth Town Council

21157

Town Development & Planning Committee: Councillor Smith reported on the actions and resolutions arising from the Town Development & Planning Committee held on 6th December 2021 including:

- 1) Success of the *'I'm a Councillor, get me out of here!'* event and the positive feedback it had received;
- 2) Consideration of planning applications and recommendations for full Council;
- 3) Updates and next steps on Committee actions;
- 4) 'Wash-up' of the Remembrance Day Service, Parade and Reception;
- 5) Queen's Platinum Jubilee / Carnforth Big Weekend actions and planning update;
- 6) Discussions on Carnforth Station Car Park, Highways and Air Quality matters;
- 7) Committee budget monitoring and forward planning;
- 8) Carnforth Neighbourhood Plan update

After some comments and questions, it was then **RESOLVED that that the report, actions and recommendations of the Town Development and Planning Committee be noted and approved.**

21158

Property & Environment Committee: Councillor considered the report, actions and resolutions arising from the Property & Environment Committee held on 7th December 2021. The Proper Officer reported on the advice received from Lancaster City Council's Procurement Officer on the Town Council's suggestion for establishing a preferred suppliers list. It was then **RESOLVED that that the report, actions and recommendations of the Property & Environment Committee be noted and approved.**

21159

Finance & Governance Committee: Councillor Grisenthwaite reported on the recommendations and actions arising from the meeting of the Committee held 8th December 2021, including:

- 1) 1st Carnforth Scouts budget exercise and event;
- 2) Protocol for Appointment of Student Advisors (See Agenda item 21161)
- 3) Staffing matters (exempt item under Section 12A of the Local Government Act 1972);
- 4) Alternative offer for Zoom Conference Software;
- 5) Bank reconciliation and Summary of Receipts & Payments as at 30th November 2021;
- 6) Payments List recommended for approval by the Town Council;
- 7) Updated Budget Planning for the financial year 2022/2023;
- 8) Application for Community Benefit Fund



Carnforth Town Council

There were comments made about staffing matters relating to a redesignation of the Civic Hall Manager's role and the offer now being made by Zoom Ltd and it was **RESOLVED that these be referred back to Finance & Governance Committee for further consideration and report and that all other recommendations and actions, including the Payments List, be approved.**

21160 Street Naming: The Proper Officer reported that the Council had been approached by Lancaster City Council on behalf of the developers with a request to name three streets as part for the Scotland Road development. It was reported that, at the Proper Officers request, Councillor Grisenthwaite had contacted a local historian to gain his views on naming these streets in honour of 'fallen hero's' from both World Wars and that a meeting to determine these had been arranged.

Councillors very much welcomed the request and suggestions and it was **RESOLVED that following discussions with the local historian, Councillor Grisenthwaite submits information on the Town Council's behalf to Lancaster City Council for their consideration with the developer.**

21161 Student Advisor Protocol: The Proper Officer then presented a draft '*Protocol for the Appointment of Student Advisors*' that had received the backing of the Finance & Governance Committee. The protocol aims to establish a method where the views of young people can be brought into debates on a continuous basis prior to decisions being made by the Council and/or it's committees.

Student Advisors would represent their generation providing input in the same way as Council officers and would be present when decisions are made, without having voting rights of their own.

Following comments and questions it **was RESOLVED that the Student Advisor Protocol be accepted in principle and that it be discussed with Carnforth High School with a view to adoption.**

21162 Correspondence: The Proper Officer presented the schedule of correspondence received and previously circulated to Councillors. It was reported that appropriate action had or will be taken by the Officers / 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.**



Carnforth Town Council

21163 **Items for next Agenda:** The main item on the agenda for the January meeting will be the approval of the Budget and Precept for the financial year 2022/2023. The Community led housing presentation may also be considered at that time.

21164 **Date and time of next meeting:** The next meeting of the 'ordinary' Town Council will be on **Wednesday 19th January 2022 commencing at 6:30pm.** The meeting closed at 8:15pm

A handwritten signature in blue ink that reads "Robert Baines".

Clerk to the Council Date: 17th December 2021

A handwritten signature in blue ink that reads "A. J. Branyan".

Chair:

Date: 17th December 2021