



Carnforth Town Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend meeting of Town Development & Planning Committee on
Monday 7th February 2022 at 5:00pm at 5pm at Carnforth Council Offices**

A G E N D A

- 22011. Apologies:** To receive apologies.
- 22012. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 22013. Urgent Business:** To consider any items of urgent business.
- 22014. Minutes:** To consider and approve Minutes of the meeting held on Monday 10th January 2022.
- 22015. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters

Application No:	Description

- 22016. Actions:** To consider log of actions and related updates and progress not covered on the agenda
- 22017. Town Development:** To consider and receive updates on actions / opportunities to develop and promote the town, including:
1. Queen's Platinum Jubilee update
 2. Highways and Air Quality matters
 3. Any other matters
- 22018. Carnforth Neighbourhood Plan (CNP):** To consider submission of the CNP and formal Regulation 16 consultation
- 22019. Date & Time of next meeting:** Date & time of next meeting (7th March 2022)

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TOWN DEVELOPMENT & PLANNING COMMITTEE

Draft Minutes of the meeting held on Monday 10th January 2022 at 5:00pm at Carnforth Council Offices

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

In attendance: Bob Bailey, Clerk & Proper Officer; Beki Winter, Community Housing Officer, Planning and Housing Policy Team

22001 **Apologies:** There were no apologies

22002 **Declaration on interests and dispensations:** Councillors were granted dispensation to comment on planning applications

22003 **Urgent Business:** Councillor Watkins enquired about the clock located at the 'Sizzle Inn' on Market Street which had been donated to the Town some years ago and has stopped working. Councillor Parker reported that he is in the process of contacting clock repairers.

ACTION: Councillor Parker to report back on cost and progress in due course

22004 **Minutes:** It was **RESOLVED that the Minutes of the meeting held on Monday 6th December 2021 be approved.** .

22005 **Community Led Housing:** Beki Winter, Community Housing Officer provided a thought provoking presentation on Community led housing which is a growing movement of local people taking action to manage housing projects *that 'solve local housing problems, create affordable homes and encourage strong communities'*.

Councillors were informed that anyone can start, volunteer and deliver a community led housing project. A typical model known as Community Land Trusts (CLT's) involves a partnership with the developer that provides open and meaningful community participation and consent throughout the process and where a community group or organisation owns, manages or stewards the homes for the benefit of the community. As well as affordable homes, CLT's include community gardens, civic buildings, pubs, shops, shared workspaces, energy schemes and conservation landscapes.

Lancaster City Council holds some funds to provide advice and support on such projects and the Committee were informed of successful projects by the Lune Valley Community Land Trust in Halton and a Levens Community Project led by Levens Parish Council.

Committee Members asked several questions and made observations during the presentation and it was then **RESOLVED that the Community Housing Officer be thanked and asked to provide model rules for a Community Led Trust for consideration by the Carnforth Neighbourhood Plan Working Group with a view to determining alignment with aspirations for Carnforth and actions needed if such a scheme is to be pursued.**

22006 **Planning Applications:** The following planning application(s) and road closures were considered.

Application No:	Description
21/01452/FUL	<p>Removal of external walls and windows to side elevation to create covered external area, installation of windows & doors, installation of cladding to front, rear and side elevations, to facilitate use of rear unit as a café/restaurant, erection of a bin store & installation of package treatment plant – Lake Coast & Dale Leisure, Scotland Road, Carnforth LA5 9RF</p> <p>Recommendation: Support in principle with comments around conditions for mitigating impact on local air quality and an opportunity to improve bio-diversity through tree planting</p>
21/01538/FUL	<p>Erection of a two-storey side extension, erection of single storey front & rear extension & erection of new boundary wall and gates – 178 Lancaster Road, Carnforth LA5 9EF</p> <p>Recommendation: Support in principle with comments on the use of sustainable materials in line with relevant objectives set out in the emerging Carnforth Neighbourhood Plan</p>
21/01566/FUL	<p>Demolition of existing conservatory to the rear & the erection of a single storey extension to the rear elevation & a first floor extension to the side elevation – 114A North Road, Carnforth LA5 9LX</p> <p>Recommendation: Support in principle</p>

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

22007 **Proposed 5G upgrade:** The Committee considered a proposed upgrade to the existing base station at Hare Tarn Farm, North Road to a Vodafone 5G network and related benefits and it was **RESOLVED that no comment would be made on the proposal.**

22008 **Actions:** The Proper Officer and Councillors provided an update on actions assigned to this Committee, not covered on the agenda. Each action was considered in turn and progress noted and any remedial action agreed.

A quotation for the cost of providing signage based on designs received from school children on dog waste was accepted and the Proper Officer instructed to order three signs.

It was then **RESOLVED** that the **Action Plan updates and remedial actions be noted and progress reported at the next Committee meeting.**

22009 **Town Development:** The committee considered the following events, updates and opportunities to enhance the town:

1) **Queen's Platinum Jubilee update - June 2022:** The Committee noted that a spreadsheet to support actions on activities over the four days of the Jubilee is now in place and ready to be populated and used to manage the project. It was reported that the Carnforth Chamber of Trade had given the event its full backing and have agreed to be directly involved in all aspects of the event. There were no further updates on activities already allocated at this stage and it was acknowledged that to be a success there now needs to be clarity on the objectives and tasks and full commitment by all.

ACTION: Councillors Smith, Stretch and Watkins to meet (date to be agreed) to discuss the Council's approach; Town Mayor to invite Carnforth Chamber of Trade representatives to a meeting to be held on Monday 24th January 2022 and formal permission to locate a beacon be sought from the landowner.

2) **Carnforth Station Car Park:** The Proper Officer reported on recent correspondence relating to parking charges and signage at the Carnforth Station Car Park. The Committee agreed that progress had been made and that the Town Council has done all that it can in relation to these matters.

3) **Highways and Air Quality matters:** As requested the Proper Officer had produced and circulated an *Issues Log* designed to capture, assign and monitor highways and air quality matters typically being addressed with both Lancashire County and Lancaster City Councils. The Proper Officer has incorporated guidance on completing the form and a list of matters that have already been raised and are ongoing.

The *Issues Log*, held in the shared drive can be viewed by all Councillors - Councillor Stretch is taking the lead on coordinating these matters and should be contacted whenever such issues arise.

There was a discussion on air quality matters that had been raised with Lancaster and Lancashire County Council's many months ago and how addressing these would support the relevant aspirations on the emerging Carnforth Neighbourhood Plan.

ACTION: Proper Officer to arrange a meeting with relevant City and County Council officers to discuss matters relating to air quality and related aspirations in the Carnforth Neighborhood Plan.

4) **Scotland Road Development – Street naming:** Positive responses have been received following the recent call for information from surviving relations of the men whose names appear on the Carnforth War Memorial.

ACTION: Councillor Grisenthwaite and Proper Officer to coordinate the naming of streets on Scotland Road and related celebrations with surviving relatives and the public. (Councillor Watkins took the Chair at this point)

- 5) **Carnforth named as one of most in demand locations:** The Committee noted that the Westmoreland Gazette had run a story that Carnforth had been named as one of UK's most in demand rural locations for buyers according to Rightmove.
- 6) **Village Halls week 24 – 30 January 2022:** The Committee considered whether to be involved in this event which is coordinated across Lancashire as a celebration of Village Halls and it was felt that the Town Council would be in a better position to be directly involved in this initiative in 2023.
- 7) **Any other matters:** Councillor Watkins had just circulated his suggestions for locations where trees may be planted and land purchased that could be developed into gardens/park land and Councillor Stretch enquired about the awaited data on waste bin locations and collections.

ACTION: Councillors to consider Councillor Watkins proposals in more detail and discuss at the next meeting of the Town Development & Planning Committee.

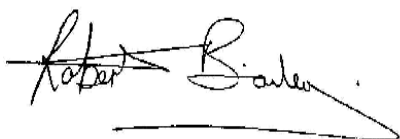
ACTION: Councillor Stretch to chase Lancaster City Council for the data relating to waste bin locations and collections.

It was then **RESOLVED that the updates and remedial actions be noted and any progress reported at the next Committee meeting.**

22010 Carnforth Neighbourhood Plan (CNP): The Proper Officer reported that the outstanding work on the Carnforth local heritage list had now been completed and the relevant document updated. This means that all documents are now ready to be submitted to Lancaster City Council as the principal planning authority for review and, subject to any further comments, a Government Planning Inspector will be appointed.

The Committee congratulated the Carnforth Neighbourhood Plan Working Group, Councillors, members of the public, planning consultants and the Proper Officer for getting the Carnforth Neighbourhood Plan to this final stage of the process and **RESOLVED that Carnforth Town Council endorses the Carnforth Neighbourhood Plan and its formal submission for review and inspection.**

22011 Date of next meeting: The next meeting of the Town Development & Planning Committee is due to be held on **Monday 7th February 2022**. The meeting closed at 6:25pm



Clerk & Proper Officer to the Council