



Carnforth Town Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend meeting of Town Development & Planning Committee on
Monday 6th December 2021 at 5pm at Carnforth Council Offices**

A G E N D A

- 21117. Apologies:** To receive apologies.
- 21118. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 21119. Urgent Business:** To consider any items of urgent business not on the agenda.
- 21120. Minutes:** To consider and approve notes of the meeting held on Monday 8th November 2021.
- 21121. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters

| Application No: | Description |
|------------------------|---|
| 21/0113/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 Central, Morecambe |
| 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 |
| 21/01383/FUL | Creation of dropped kerb – 17 North Road, Carnforth LA5 9LQ |



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| Application No: | Description |
|-----------------|---|
| 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 |
| 21/01483/FUL | Installation of replacement cladding to all elevations – Cricket Ground Pavilion, Victoria Street, Carnforth LA5 9EA |

21122. Actions: To consider log of actions and related updates and progress not covered on the agenda

21123. Town Development: To consider and receive updates on actions / opportunities to develop and promote the town:

1. Remembrance Sunday – Lessons learned
2. Queen’s Platinum Jubilee update - June 2022
3. Carnforth Station Car Park
4. Highways and Air Quality matters

21124. Committee budget plans 2022 / 2023: To consider committee budget for 2022/23

21125. Carnforth Neighbourhood Plan (CNP): To consider update on the CNP and next steps

21126. Date & Time of next meeting: Date & time of next meeting (January 10th 2022)

A handwritten signature in black ink, appearing to read 'Robert Barber', with a horizontal line underneath.

Clerk & Proper Officer Tel: 07846256006

Email: clerk@carnforthtowncouncil.org

TOWN DEVELOPMENT & PLANNING COMMITTEE

Draft Minutes of the meeting held on Monday 8th November 2021

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

In attendance: Bob Bailey, Clerk & Proper Officer

21108 **Apologies:** There were no apologies

21109 **Declaration on interests and dispensations:** There were no declarations of interest or dispensations on items on the agenda.

21110 **Urgent Business:** There was no matters of urgent business. .

21111 **Minutes:** It was **RESOLVED that, subject to a minor amendment and correction, the Minutes of the meeting held on Monday 11th October 2021 be approved.** .

21112 **Planning Applications:** There were no planning application(s) and road closures were considered.

| Application No: | Description |
|------------------------|---|
| | Temporary prohibition of through traffic: Crag Road, Warton from its junction with New Road at a point approx. 75 metres west of its junction with Holly Bank – From 08:00 on Monday 1 st November 2021 until 16:00 on Wednesday 3 rd November 2021 or until works completed Committee Recommendation: Works completed and noted |
| | Temporary prohibition of through traffic: 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 th November to Tuesday 30 th November 2021 or until works completed Committee Recommendation: Works noted and welcomed |
| 21/01332/FUL: | Installation of seven replacement windows and one replacement door to the side rear elevations – 39 Lancaster Road, Carnforth LA5 9LD Committee Recommendation: Support in Principle |

After discussion on each road closure and 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.**

21113 **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. There was further discussion on a planned meeting to discuss parking at Carnforth Railway Station and a remote meeting arranged with Lancashire County Council to discuss the state of Public Rights of Way within the Carnforth boundary.

After some comments, it was **RESOLVED that the Action Plan updates and remedial actions be noted and progress reported at the next Committee meeting.**

21114 **Town Development:** The committee considered the following events, updates and opportunities to enhance the town:

1) **Remembrance Sunday – 14th November 2021:** The Clerk & Proper Officer provided an update on advanced plans for Remembrance Sunday Parade, Service and Reception. It was reported that the formal permission for a 'rolling' road closure during the parade and the closure of Market Street for the period of the Remembrance Service had been granted without the need to attend a meeting of the multi-agency Event Safety Management Group. This is a positive reflection of the quality of the Event Safety Management Plan and Risk Assessment that had been submitted but there is now a need to make sure that this plan is understood by everyone involved and implemented effectively. The Clerk has issued all Councillors and organisations with a schedule setting out the timings and activities on the day. **ACTION: Councillor Parker as the Event Controller will arrange a briefing for all volunteers**

The Clerk has issued and received returns from individuals and organisations formally invited to take part in this event. The Committee was advised that all participants had been sent a covering letter suggesting that a lateral flow test is taken prior to the event and that any individual testing positive does not attend and advising that masks may be worn in the Civic Hall for the reception. The Clerk expressed some concern that the capacity of the Civic Hall may be exceeded if everyone attends the reception.

The Clerk had also arranged for the Order of Service to be printed and banners provided to publicise the event as well as the provision of a PA system and music.

There followed much discussion about the substantial amount of work involved in arranging this year's event – there having been a restricted Remembrance event in 2020 – and the additional expectations and requirements that are now required.

It was noted that there will be a Service on Armistice Day (11th November) at 11am.

It was then **RESOLVED that the update be noted and that arrangements be made to ensure that future planning for this event commences earlier and is led by the Council with the Clerk providing a project manager / project administrator role.**

2) **Christmas Switch-on – December 2021:** It was reported that this year's Christmas Switch on will be on Wednesday 1st December. The event is being run by Carnforth Business Network. The Clerk informed the Committee that he had not been approached by Carnforth Business Network to support any application for Welcome Back funding.

3) **Queen's Platinum Jubilee:** It was reported that after two cancellations a second meeting had been arranged to discuss this event. Whilst the meeting had been poorly attended due to local organisations having other commitments, it had been possible to agree actions aimed at firming up the outline plans made at the first meeting for each of the four days of celebrations. **ACTION: Clerk & Proper Officer to update the Action Plan for circulation and invite representatives to a meeting on Tuesday 30th October at 5:30pm**

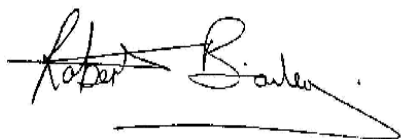
It was then **RESOLVED that the updates be noted and actions implemented with progress and any issues being reported back to the Committee in due course.**

21115 Carnforth Neighbourhood Plan (CNP): The Clerk provided a short update. It was reported that the Clerk had not yet had an opportunity to update the *Consultation Statement* in support of the Carnforth Neighbourhood Plan following acceptance of the response received from the Canal & River Trust. There have been helpful and useful meetings with Homes England and Lancaster City Council to discuss their responses and actions needed. Lancaster City Council have offered to provide advice and support on the planned reassessment, by the Neighbourhood Plan Working Group, on Local Green Space identified in the Neighbourhood Plan, prior to submission to the Planning Inspector. They have also provided advice on a monitoring framework covering the life of the Plan.

The Clerk was pleased to report that having submitted a 'Carbon story' about the Carnforth Neighbourhood Plan being 'carbon neutral' it had been selected to be showcased at the UN Climate Change COP26 conference in Glasgow.

After some comments, it was then **RESOLVED that the update and next steps be noted and that the Clerk & Proper Officer arrange a meeting of the Carnforth Neighbourhood Plan Working Group on Monday 30th November at 4pm.**

21116 Date of next meeting: The next meeting of the Town Development & Planning Committee is due to be held on **Monday 6th December 2021.** The meeting closed at 6:05pm



Clerk to the Council