



Carnforth Town Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend meeting of Town Development & Planning Committee on
Monday 1st August 2022 at 5:00pm at Carnforth Council Offices**

A G E N D A

- 22071. Apologies:** To receive apologies.
- 22072. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 22073. Urgent Business:** To consider any items of urgent business.
- 22074. Minutes:** To consider and approve Minutes of meeting held on 6TH June 2022 and any updates on actions not covered on the Agenda.
- 22075. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters.

Application No:	Description
22/00209/FUL	Retrospective application for the retained raising of boundary wall to the front and erection of new boundary wall to the side – 70 Crag Bank Road, Carnforth
22/0034/ENF	Appeal against enforcement notice for operation of haulage business – Field at Netherbeck Carnforth
22/00022/REF	Erection of 2 detached dwellings and creation of an access – Carnforth Brow, Carnforth

- 22076. Town Development:** To consider and receive updates on actions / opportunities to develop and promote the town, including:
1. Carnforth Express – Jubilee Special
 2. [Great Big Green Week](#) – Celebration of Community Action to tackle climate change & protect nature – 24th September to 2nd October 2022
 3. Take Pride in Your Patch – Suggested clean up with County Highways
 4. Street Cleansing & Waste Bins inspection
 5. Community Arts Project
- 22077. Updates:** To consider and receive updates on actions including:
1. Speed Indicator Devices (SpID)
 2. PROW next steps
 3. Lancashire County Council reports & matters
 4. Co-wheels Car scheme



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22078. Carnforth Neighbourhood Plan (CNP): To consider any updates

22079. Date & Time of next meeting: Date & time of next meeting

A handwritten signature in black ink, appearing to read "Robert B. Bailey", with a long horizontal line extending from the end of the signature.

Clerk & Proper Officer **Tel: 07828 254 149**

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TOWN DEVELOPMENT & PLANNING COMMITTEE

Draft Minutes of the meeting held on Monday 4th July 2022

Present: Councillors Parker, Smith and Watkins

In attendance: Bob Bailey, Proper Officer

22060 Apologies: Apologies were received from Councillor Stretch.

22061 Election of Chair/Deputy Chair: It was **RESOLVED** that the election of Chair and Deputy Chair be deferred until such time as the full membership of this Committee is available.
Councillor Parker took the Chair for this meeting

22062 Declaration on interests and dispensations: Councillor Smith requested and was granted dispensation to comment on planning application 22/00648/PAM

22063 Urgent Business: The following matters were discussed:

- 1) Town Crier:** It was agreed that the Town Council should cover the cost for cleaning the Town Crier's uniform
- 2) Planning Appeal process:** There was a discussion about the planning appeal process, The Proper Officer reported that where an application has been refused (granted subject to conditions which you consider to be unreasonable, or has not been determined within the statutory time period) the applicant has a right of appeal to the Secretary of State for Communities and Local Government. A similar right of appeal exists against planning enforcement notices served by the council.

Full guidance on the Appeals process is available on Lancaster City Council's website:

<https://www.lancaster.gov.uk/planning/planning-advice/appealing-against-a-refusal>

- 3) Keer Boardwalk:** Councillor Watkins provided an update on the stalled project to provide a boardwalk alongside the River Keer. The Lune Rivers Trust have advised that a community-wide approach will be required to take this forward and they have suggested an initial discussion with Carnforth Town Council and Carnforth Rotary.
ACTION: Councillor Parker/Proper Officer to raise the matter with Warton Parish Council and report back.

22064 Minutes: The was **RESOLVED** that the Minutes of the meeting held on Monday 6th June 2022 be accepted.

22065 Planning Applications: The Committee considered the following planning application(s):

Application No:	Description
22/0105/TPO	Crown reduction & removal of bough – 44 Bridgeside, Carnforth LA5 9LF

Application No:	Description
22/00648/PAM	Prior approval for the installation of a replacement 15m monopole telecommunications mast with antenna and ancillary ground level equipment – Vodafone CS36394, Hodgson's Croft Farm, North Road, Carnforth
22/00710/FUL	Demolition of side utility room & erection of two-storey side extension – 13 Langdale Road, Carnforth LA5 9AU

Councillors commented on the above planning applications and it was **RESOLVED that the Town Council be recommended to 'Support the planning applications in principle'.**

22066 Co-wheels Pool Car Scheme: The Committee considered a presentation provided by Lancaster City Council on the Pool Car Scheme, which outlines the benefits, operation and cost of the scheme arising from discussions involving Lancaster City Council, Lancashire County Council and Carnforth Town Council.

In summary:

- 1) There is funding available to place an electric vehicle in Carnforth;
- 2) The scheme will be managed by Lancaster City Council and Co-Wheels;
- 3) Lancashire County Council are supporting the required Traffic Regulation Order (TRO) and signage for the charge point bay at Preston Street;
- 4) Promotion, including a joint press release, will be done by Lancaster City, Lancashire County and Carnforth Town Councils;
- 5) Funding from Carnforth Town Council is needed to cover charging costs and membership with BP Pulse – estimated at less than £550 for the year.

The Proper Officer reminded Councillors that a decision on the scheme was due to have been taken at the June meeting of Full Council but this had not been possible as that meeting was not quorate. It was reported that, subject to Carnforth Town Council's agreement, the scheme is ready to commence.

Councillors noted that this scheme has been supported in principle for many months and that the aims and benefits of the scheme meet objectives set out in the Carnforth Neighbourhood Plan.

It was then **RESOLVED that the Finance & Governance Committee be recommended to approve the expected costs and that the scheme commences as soon as practicable.**

22067 Town Development: The committee considered the following events, updates and opportunities:

- 1) **Carnforth Big Jubilee Weekend:** The Proper Officer outlined the income and expenditure over the whole weekend which had been largely funded by a successful application for Lottery funding. There followed a discussion on the overall success of the four days of events and where lessons had been learned, acknowledging that it had been an ambitious and unique event.

ACTION: That a formal 'wash up' of the event be arranged with interested parties.

- 2) **Armed Forces Day & other events:** It was noted that the recent event had been well attended and received, Councillor Watkins was thanked for putting the Service together.

The Proper Officer reported that the Administrative Officer had completed the Calendar of Events within the Carnforth boundary.

ACTION: That the Calendar of Events and other 'special day's be posted on Carnforth Town Council's website and promoted on social media

- 3) **Access for all – Carnforth Station:** The Proper Officer reported that, as directed, a letter has been submitted giving Carnforth Town Council support, in principle, to the proposal to improve access to Carnforth Station for the elderly and physically disabled. Should the proposal be successful in securing funding it was requested that the Town Council be consulted as the project develops with a view to assisting with any local public engagement or information dissemination undertaken.

- 4) **Clocks:** The committee noted that no formal update on the reinstallation of the Clock at Carnforth Station had yet been received and that ownership of the Clock at the Sizzle Inn had yet to be established.

ACTION: That the Carnforth Station Trust be further requested to provide an update on the Carnforth Station clock and that the Council's solicitor be contacted with a further request to provide papers relating to Carnforth Town Council, currently in their possession.

- 5) **Chatty Bench:** The Proper Officer reported that due to other commitments and a shortage of resources the Carnforth Integrated Care Community will not be occupying the 'Chatty Bench' until further notice. The Proper Officer had contacted Carnforth CIC with a suggestion that Carnforth Town Council provide a presence during this period, which they fully supported.

ACTION: Town Mayor and Proper Officer to provide a presence on the 'Chatty Bench' and the opportunity for anyone to have an informal chat be promoted on social media

- 6) **Carnforth Express:** The Proper Officer reported that he will be working on the July/August edition of the Carnforth Express soon and that any articles should be submitted by the end of July at the latest. It was acknowledged that the next edition will be dominated by the Carnforth Big Weekend and other community events in recent weeks.

22068 Highways updates: The committee considered the following updates

- 1) **Speed awareness:** The Town Mayor reported that following the 'in principle' support recently received from Lancashire Constabulary's Traffic Management team on proposed locations for mobile SPiD's, he has written to the County Council Chair of the Highways and Transport Committee on the way forward and is awaiting a response. The Proper Officer reported that he had now received a variety of items from Lancashire County Council as part of their '*Slow Down, Save Lives*' campaign. Suitable location(s) for these were discussed and a commitment made to continuing to work with partners, such as the Road Safety Partnership so that together we are more responsive to community needs. **ACTION: Outdoor Maintenance Officer be requested to display the banners and signs in agreed locations**
- 2) **Walking & Cycling:** A meeting with interested parties is being arranged.
- 3) **Public Rights of Way (PROW) & Queen's Green Canopy:** An initial response has been received on what Lancashire County Council can provide in relation to the identified improvements for Footpath 25. **ACTION: Proper Officer to contact Lancashire County Council requesting costs for the provision of required items**
- 4) **Other matters:**
 - The Council has received a request from 1st Carnforth Scout Group to help with a flooding that they are experiencing at their premises due to water flowing from Kellet Road due to blocked drains and attempts taken by the Scouts to resolve the problem have been unsuccessful. The Town Mayor advised that he had reported the fault and requested a detailed investigation of the issue – an update is awaited;
 - There remains a range of highways matters of varying degrees of priority and urgency. **ACTION: Encourage the local community to raise highways matters online at: <https://www.lancashire.gov.uk/roads-parking-and-travel/report-it/> or via the new '[Love Clean Streets](#)' mobile phone application as the most efficient way of getting these dealt with and arrange a 'walkabout' with County Officers and Councillors on more strategic issues such as traffic management, public rights of way, drainage and priority highway maintenance requirements;**

- Overflowing bins have been reported at various locations.

ACTION: Invite Lancaster City Council Public Realm Managers to work with the Council to undertake a review of the number, location and collection of litter and dog waste bins in the Carnforth area.

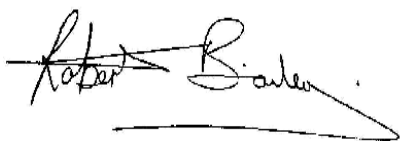
- **Carbon Neutral Bus:** Councillor Watlins commented on carbon neutral/hydrogen buses that he had recently seen on holiday. It was acknowledged that any involvement by Parish/Town Councils would have to be as part of national/regional plans to provide fossil-fuel-free buses.

22051 Carnforth Neighbourhood Plan (CNP): The Proper Officer reported that the additional six week consultation by Historic England had now passed, with a very short response being received providing no direct comments on the Carnforth Neighbourhood Plan.

Councillors agreed that this had been an unnecessary delay in the process but were pleased to note that a planning inspector has now been formally appointed by Lancaster City Council.

It was then **RESOLVED that the update be noted.**

22052 Date of next meeting: The next meeting of the Town Development & Planning Committee is due to be held on **Monday 1st August 2022**. The meeting closed at 6:25pm



Proper Officer to the Council