



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 June 2022 at 5:00pm at Carnforth Council Offices

A G E N D A

- 22051. Apologies:** To receive apologies.
- 22052. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 22053. Urgent Business:** To consider any items of urgent business.
- 22054. Minutes:** To consider and approve Minutes of meeting held on 9th May 2022 and any updates on actions not covered on the Agenda.
- 22055. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters.

Application No:	Description
22/00459/FUL	Demolition of existing single storey garage, erection of a part two, part three storey side extension, construction of lower ground floor terrace, installation of replacement package treatment plant – Elpha House, Netherbreck. Carnforth LA6 1AA
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

- 22056. Town Development:** To consider and receive updates on actions / opportunities to develop and promote the town, including:
1. Carnforth Big Weekend – Initial review
 2. Annual Calendar of events
- 22057. Updates:** To consider and receive updates on actions including:
1. Carnforth Electric Car Club
 2. Speed Indicator Devices (SpID) Policy
 3. Walking and Cycling
 4. Highways and related matters
 5. PROW next steps
 6. Keerford View – meeting with residents



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22058. Carnforth Neighbourhood Plan (CNP): To consider any updates

22059. Date & Time of next meeting: Date & time of next meeting

A handwritten signature in black ink, appearing to read "Robert B. Bailey", is written over a horizontal line.

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

Email: clerk@carnforthtowncouncil.org

TOWN DEVELOPMENT & PLANNING COMMITTEE

Draft Minutes of the meeting held on Monday 9th May 2022

Present: Councillors Smith (Chair); Branyan; Grisenthwaite; Parker and Stretch (Part)

In attendance: Bob Bailey, Clerk & Proper Officer

22042 Apologies: Apologies were received from Councillor Watkins

22043 Declaration on interests and dispensations: There were no declarations of interest or requests for dispensation for items on the Agenda.

22044 Urgent Business: The Clerk & Proper Officer reported that he had recently been contacted by Lancaster City Council about the Carnforth Heritage Trail leaflet, first printed some years ago, that they are now looking to update and/or reprint. **ACTION: That Councillors review the leaflet and inform Lancaster City Council of any amendments.**

Councillors noted that following further vandalism abandoned caravans at Back Lane and the car park of the former Railway Club have now been removed.

22045 Minutes: It was **RESOLVED that the Minutes of the meeting held on Monday 4th April 2022 be approved.** .

22046 Planning Applications: There were no planning application(s) for consideration

Application No:	Description
22/00557/FUL	Installation of seven replacement windows & one replacement door to the side & rear of elevations – 39 Lancaster Road, Carnforth LA5 9LD

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

22047 Town Development: The committee considered the following events, updates and opportunities to enhance the town:

- 1) VE Day:** It was reported that the commemoration of VE Day had been poorly attended compared to previous years and that planning of the event would have benefited from an Annual Calendar of Events being established. **ACTION: That an Annual Calendar of Events be produced for the Municipal Year 2022/2023**
- 2) Carnforth Big Jubilee Weekend:** The Proper Officer provided an update on the plans for the whole weekend, reporting that whilst essential actions are now in place there remains plenty to do to finalise detailed arrangements and to effectively coordinate these over the four days. Promotion of each day's events on social media has increased significantly and flyers, posters and banners will be collected for distribution this week.

Beyond Radio will be advertising the whole weekend on their website and a dedicated audio advert will be 'on air' soon. Online ticket sales for The Big Jubilee Lunch are going well and all the multi-agency Event Safety Advisory Group (ESAG) have approved the plans and risk assessment for the events whilst offering good advice and support.

The Proper Officer stressed that the key to success is the continued support of Council, community groups and management of volunteers in the lead up to the Jubilee Weekend.

ACTION: All Councillors be encouraged to be involved in actions before and throughout the Carnforth Big Jubilee Weekend, when available, and that representatives from relevant community groups be asked to attend a formal briefing on May 30th at Carnforth Civic Hall (time to be announced)

It was then **RESOLVED that the updates be noted and progress on actions and their outcomes reported to a future meeting of the Committee.**

22048 Updates: The Committee considered updates on the following matters:

- 1) **Carnforth Electric Vehicle Car Share Club:** Councillor Stretch and the Proper Officer reported on a further meeting with Lancashire County Council's Traffic Policy Engineer and Community Energy Investment Lead – officers from Lancaster City Council had been unable to attend. The Proper Officer has met with the Manager of Booth's and they are keen to support the scheme by making a bay available for the Co-Wheels vehicle and allowing access to their Electric Vehicle Charging Points. Contact has also been made with Christchurch Carnforth as a possible suitable location for a charging point but significant infrastructure would be required. The charging point at Preston Street is rarely used and the Traffic Policy Engineer is going to take forward a proposal, previously made, for a revised traffic order regulation to be put in place so that a Co-wheels vehicle could be permanently in hire from that location. **ACTION: Councillor Stretch to write to Lancaster City Council's Cabinet Member with responsibility for Climate Action and officers stating that Carnforth Town Council has fulfilled its actions and that responsibility for taking this initiative forward now resides with the principle authorities.**

- 2) **Speed Indicator Device Policy & Procedure:** The Proper Officer reported that he had written to, and received a response from, County Highways on road safety in the vicinity of Keerview Retirement Home. It was reported that County are currently reviewing purchase of new SpID's devices whilst noting that many town and parish councils are opting to purchase their own SpID devices, with their support. There is a procedure to be followed, if this is an option that Carnforth Town Council wishes to pursue in the future.

Linked to this is the Safer Lancashire Neighbourhood Fund (SLNF) fund and it was reported that a meeting is being arranged with Officers from Lancashire Constabulary with a view to seeking their support for the location of SPiD's in known speeding 'hotspots'.

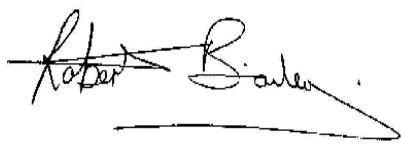
- 3) **Walking & Cycling in Carnforth:** It was reported that a meeting with the cycling organisation, Dynamo, and the Ramblers Association has not yet taken place. This will aim to start to scope out possible access improvements in and around Carnforth, in line with the Carnforth Neighbourhood Plan, and with a view to contributing towards shaping future plans for cycling and walking in Lancashire through the development of Local Cycling and Walking Infrastructure Plans (LCWIP).
- 4) **Public Rights of Way (PROW) & Queen's Green Canopy:** There was much discussion on these matters that have yet to progress due to a range of outstanding issues, commitments and lack of a structured collaboration with the principle authorities.
- Possible locations have been identified for the potential planting of trees but in order to move forward there is a need to focus on one area at a time. **ACTION: Suggestions for improvements to Footpath 25, Hodgson's Bridge to be progressed and a timetable drawn up to consider and take forward actions on other PROW's around Carnforth. Councillor Grisenthwaite to contact developers, Rowland Homes, with a suggestion that, as part of their landscaping measures, they incorporate a 'Platinum Jubilee Tree Walk' with a view to local organisations being encouraged to contribute a tree(s) as part of a Platinum Jubilee legacy.**
- 5) **Walkabout:** Councillor Smith reported on a recent walk around the Carnforth and Crag Bank Wards with Lancaster City Council's Chief Executive, Mark Davies and Ward Councillors. Councillors were advised that it had been very worthwhile and the positive collaboration and working relationship that Carnforth Town Council now enjoys with Lancaster City Council is clearly set to strengthen going forward, providing mutual benefits. Several key issues were raised around delivery of services, planning development and enforcement and strong links to the emerging Carnforth Neighbourhood Plan. **ACTION: Lancaster City Council officers be invited to attend Committees and Carnforth Town Council meetings to discuss key issues and consider innovative and collaborative solutions.**
- There followed a lengthy discussion on the numerous highways related matters on the *Issues Log* which some Councillors considered where all a high priority for action by Lancashire County Council. **ACTION: Councillor Stretch to produce a list of key and common areas of work with a view to a 'walkabout' being arranged with Lancashire County Council officers and the Cabinet Member with responsibility for Highways in line with the pledges set out in the recently approved County Council Charter with Town & Parish Councils.**
- 6) **War Memorial Gardens:** A resident has raised concerns about the uneven surface of parts of the War Memorial Gardens. **ACTION: Outdoor Maintenance Officer be asked to investigate and report back**

It was then **RESOLVED** that the updates be noted and progress on actions and their outcomes reported to a future meeting of the Committee

22049 **Carnforth Neighbourhood Plan (CNP):** The Proper Officer provided a short update reporting that following the Statutory Regulation 16 consultation Lancaster City Council are now seeking to appoint a suitably qualified independent planning examiner to undertake a detailed inspection of the Carnforth Neighbourhood Plan and supporting documents.

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

22050 **Date of next meeting:** The next meeting of the Town Development & Planning Committee is due to be held on **Monday 6th June 2022**. The meeting closed at 6:25pm

A handwritten signature in black ink, appearing to read 'Robert Bailey', with a long horizontal flourish extending to the right.

Clerk & Proper Officer to the Council