



# Carnforth Town Council

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**Summons to attend meeting of Town Development & Planning Committee on Monday 14<sup>th</sup> November at 5:00pm at Carnforth Council Offices**

## **A G E N D A**

- 22098. Apologies:** To receive apologies.
- 22099. Declarations of Interest:** To receive Declarations of Interest and Dispensations on items on the Agenda.
- 22100. Urgent Business:** To consider any items of urgent business.
- 22101. Minutes:** To consider and approve Minutes of meeting held on 3<sup>rd</sup> October 2022 and any updates on actions not covered on the Agenda.
- 22102. Planning Applications:** To consider planning applications, traffic regulation orders and other planning matters.

Application No:	Description
22/00813/FUL	Demolition of existing outbuilding and erection of replacement outbuilding – 16 141 Lancaster Road, Carnforth LA5 9EE
22/01280/FUL	Demolition of existing rear outriggers, erection of a single storey rear outrigger, installation of windows side elevation, installation of replacement windows & doors, replacement of external render – 1 Canal Cottages, Kellet Road, Car forth LA5 9LN
22/01331/FUL	Conversion of attic with rear dormer – 16 Lancaster Road, Carnforth LA5 9LD

- 22103. Town Development:** To consider and receive updates on actions / opportunities to develop and promote the town, including:
1. Remembrance Sunday
  2. Co-wheels scheme
  3. Informal meeting with Carnforth Chamber of Trade/Christmas Switch On
  4. Proposed community-based groups/organisations event
  5. King's Coronation 2023



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**22104. Public Highways & Open Spaces:** To consider and receive actions / updates on locally related matters, including:

1. Planning policy and enforcement
2. Public Highways
3. Parks and Open Spaces

**22105. Carnforth Neighbourhood Plan (CNP):** To consider Referendum arrangements subject to a formal date being provided by Lancaster City Council

**22106. Date & Time of next meeting:** 5<sup>th</sup> December 2022 at 5:00pm

A handwritten signature in black ink, which appears to read 'Robert B. Bailey'. The signature is written in a cursive style with a long horizontal stroke at the end.

**Town Clerk & RFO**

**Email:** [clerk@carnforthtowncouncil.org](mailto:clerk@carnforthtowncouncil.org)

# TOWN DEVELOPMENT & PLANNING COMMITTEE

## Draft Minutes of the meeting held on Monday 3<sup>rd</sup> October 2022

**Present:** Councillors Parker (Chair), Turner and Watkins

**In attendance:** Bob Bailey, Town Clerk & RFO and Mr Ian Laurence (Part)

**22089 Apologies:** Apologies were received and accepted from Councillors Smith and Stretch

**22090 Declaration on interests and dispensations:** There were no declarations of interest or requests for dispensation on items on the agenda.

**22091 Urgent Business:** There were no matters of Urgent Business

**22092 Minutes:** The was **RESOLVED that the Minutes of the meeting held on Monday 5<sup>th</sup> September be accepted.** The Town Clerk provided a brief update on the latest position on the proposed 'Warm & Welcoming Places' initiative.

**22093 Planning Applications:** The Committee considered the following planning application(s):

Application No:	Description
22/00852/FUL	Erection of an agricultural building with associated new access & internal track – Netherbeck, Carnforth <b>Recommendation: Support in Principal</b>
22/01095/FUL	Removal of existing ATM, replacement stonework to match existing & installation of replacement – Barclays Bank. 3 Market Street, Carnforth LA5 9JX <b>Recommendation: Support in Principal</b>
22/01204/FUL	Demolition of 2 conservatories, erection of replacement side & rear extensions, erection of a side extension to existing garage – 143 Lancaster Road, Carnforth LA5 9EE <b>Recommendation: Support in Principal</b>
22/01210/FUL	Erection of a dingle storey rear extension – 43 Hill Street Carnforth LA5 9DY <b>Recommendation: Support in Principal</b>

Councillors considered each of the above planning application and it was **RESOLVED that Carnforth Town Council considers for approval the recommendations of the Town Development & Planning Committee.**

**22094 Town Development:** The committee considered the following events, updates and opportunities:

- 1) **Great Big Green Week – 24th September to 2nd October 2022:** Given the relatively short time to plan and deliver the Carnforth Great Big Green Day (24<sup>th</sup> September) was considered to be a success, with a variety of contributors providing a range of useful information relating to tackling climate change and protecting our environment. It had been a good opportunity for organisations to network and whilst numbers attending had not been particularly high, it was agreed that the event could be built on for next year and beyond.

It was pleasing to see children from Carnforth Community School, Christ Church School and Our Lady of Lourdes School, join volunteers from Carnforth Rotary and Councillors to carry out litter picking and weeding.

**ACTION: Town Clerk to include The Great Big Green Week in 2023 Calendar of events and 'generic banners' to be used to advertise Carnforth Town Council events be designed and costed**

- 2) **Remembrance Sunday – 13<sup>th</sup> November 2022:** Mr Ian Laurence and the Town Clerk provided an update on plans for the Remembrance Sunday Parade and Service. It was reported that following the intervention of the Lancashire Constabulary Road Traffic Partnership it had been necessary, following approval under designated powers, to engage the traffic management services of Ventbrook Ltd, supported by volunteers.

**ACTION: Town Clerk and Mr Laurence continue to take necessary actions to deliver the Remembrance Day commemorations. Councillor Watkins will plan a short Service for Armistice Day (11<sup>th</sup> November)**

- 3) **Co-wheels scheme:** The Town Clerk was pleased to report that the scheme has moved forward in recent weeks. The electric vehicle charging point is established and signage in place; Carnforth Town Council have signed up with bpPulse and funding the standing charges and customers are now able to formally sign up to the scheme and enjoy a £40 credit. It was reported that take-up at the Great Big Green Day for the scheme had been good and it is generating interest on social media.

The vehicle to be based in Carnforth is now expected in week commencing 17<sup>th</sup> October.

It was then **RESOLVED that the town development updates be noted and that progress on actions be reported back in due course**

**22095 Public Highways & Open Spaces:** The committee considered the following matters:

- 1) **Scotland Road closure:** There was a discussion on the current road closure on Scotland Road to install gas and water mains and sewerage pipes relating to the Rowland Homes development.

It was reported that the whilst there had been some disruption at peak times traffic had largely flowed well. It was reported that the traffic management arrangements had been enhanced through Lancashire County Council's engagement with the Town Council and the Carnforth Chamber of Trade before and during the works.

Following the success of this partnership, Lancashire County Council will continue to engage with us when substantial improvements are made to the highways network as part of the planning approval for the Rowland Homes development.

**2) Public Rights of Way;** It was reported that the Outdoor Maintenance Officer will install the 'Kissing Gates' at the specified locations at the earliest opportunity and plans to do this before his resignation on 31<sup>st</sup> October 2022. Installation of the wayleave and finger posts will have to be carried out by his successor.

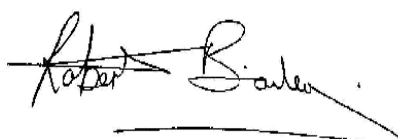
It was then **RESOLVED that the updates and actions be noted and that County Councillor Williamson and Lancashire County Council be thanked for their collaboration with the Town Council and the local community.**

**22096 Carnforth Neighbourhood Plan (CNP):** The Town Clerk reported that the Examiner's draft on the Carnforth Neighbourhood Plan had been received. The report concluded that, subject to modifications recommended by the Examiner, the CNP could progress to the final stage of the process, namely a local Referendum to be arranged and funded by Lancaster City Council. Councillors were advised that the Carnforth Neighbourhood Working Group had agreed to the Examiners suggested modifications in full as they enhance the format and content of the CNP, whilst providing substantial assurance that the plan meet all UK and European legislation and provides a solid blueprint for Carnforth over the next 10 years and beyond.

It was noted that the CNP is the most substantial in terms of designated area, policies and aspirations in the Lancaster District to date. Subject to the Neighbourhood Plan being adopted, Carnforth Town Council will be responsible for taking the lead on resourcing, monitoring, reviewing and implementing it over the coming years and will need to build this into its strategic and budgeting plans for years to come.

After some comments, it was **RESOLVED that the update be noted and that Carnforth Town Council congratulates the Carnforth Neighbourhood Plan Working Group on its achievement in delivering this fundamental plan for the future of the Town.**

**22051 Date of next meeting:** The next meeting of the Town Development & Planning Committee is due to be held on **Monday 14<sup>th</sup> November at 5:00pm**. The meeting closed at 6:25pm



Town Clerk and Responsible Financial Officer