

MINUTES OF THE ANNUAL MEETING OF QUERNMORE PARISH COUNCIL HELD ON
THE 9th May 2022

PRESENT: Councillors JG Kelsall (Chair), D Whitaker, J Townley, Mrs J Alexander, B Carter, JE Pye and JT Fox, District Councillors Mrs J Pritchard and Mrs J Jackson

22/114 APOLOGIES FOR ABSENCE:

Councillor A Johnson and County Councillor Mrs S Charles sent their apologies.

22/115 ELECTION OF OFFICERS

The following were elected to hold office

- a) Chair - Cllr JG Kelsall
- b) Vice-Chair - Cllr J Townley
- c) Representatives to LAPTC - the Chair and Vice-Chair
- d) Responsible Financial Officer - the Clerk.
- e) DPO – the Clerk

22/116 OPEN SESSION

No members of the public attended.

22/117 MINUTES

The minutes of the previous meeting held on 24th January 2022 were confirmed and signed as a correct record.

22/118 MATTERS ARISING

22/119 POLICE & COMMUNITY TOGETHER

No report

22/120 AUDIT 2021

The Audit this year is being conducted by **PKF Littlejohn**.

The Parish Council resolved to certify themselves exempt from their review and will complete the paperwork and publish it on the Parish Council website before 1st July 2022.

22/121 RISK ASSESSMENT

It was agreed that as part of the Annual Audit we minute that all risks to the Council have been considered and adequately insured against.

22/122 ANNUAL GOVERNANCE STATEMENT

The Annual Internal Audit report was received and noted.

The Annual Governance Statement was completed, approved by the Council and duly signed.

22/123 ACCOUNTING STATEMENT

The Annual Accounts were presented by the Clerk, Approved and signed by the Chairman of the meeting.

The Audit forms were completed. The Accounting Statement was approved by the Parish Council and signed.

Full details will be published on the Parish Council website as required by the Audit Regulations.

Mr M Bonnett agreed to continue to act as Internal Auditor and has completed the report on the Audit documents.

22/124 GRANTS

Letters requesting a grant for ongoing financial help have been received from St Peter's Church, Quernmore Recreation Club and on behalf of the Queen's Jubilee Celebration Committee.

It was resolved that a grant of £ 400 be given to the Recreation Club towards their ongoing maintenance and that a grant of £400 be given to St Peter's Church towards their refurbishment project.

It was further resolved a grant of £ 400 be given towards the Queen's Jubilee Celebration being held in the village on 4th June 2022.

The Parish Council would welcome grant requests from other village organisations.

22/125 FINANCIAL MATTERS

The precept (£3,200) has been received and banked.

The Balance remaining is £ 4,591.27

Authority is requested for the payment of :-

Tax on Clerk's salary	£ 200.00
Clerk's Salary (£ 1,000 less £ 80 Tax paid previously)	£ 800.00
Clerk's Office Allowance	£ 275
Clerk's Expenses	£ 20.00
LALC subscriptions	£ 105.50
Quernmore Recreation Club – use of room for meetings	£ 40
Quernmore Recreation Club – Grant	£ 400
St Peter's Church – Grant	£ 400
Quernmore Queen's Jubilee Committee	£ 400

22/126 PLANNING MATTERS - The following were reported :-

20/01372/FUL Highwood – Change of use to Children's Care Home

Permitted

21/00549/FUL Quernmore House – Change of two dwellings and office to a single dwelling etc
Refused

21/01008/ FUL Land north of Quernmore Road – Development of 151 dwellings and associated infrastructure. Pending

21/01247/FUL University Solar Farm. Land east of Hazelrigg Lane, Scotforth Permitted

21/01405/FUL Caton Road – Water Pumping station Permitted

21/01521/FUL Stanley Farm – Conversion of barn to 3 residential dwellings Withdrawn

22/00007/EIR Lancaster Business Park – Development of B2, B8 and Eii uses ES not required

21/01213/FUL Brookside – side and rear extension and garage etc Refused

22/00250/FUL Littlewood – Removal of Caravan and erection of two storey dwelling Pending

22/00341/FUL Scarthwaite Caravan site – Additional 19 static Caravans Pending

The Parish Council has objected to this application as previously. There were a number of grounds including the need for additional caravans, the potentially dangerous entrance and the effect on the Forest of Bowland Area of Outstanding Natural Beauty and adjacent ancient woodland.

22/00185/FUL Lancaster Business Park – 10 units general industrial/storage/distribution Pending

The Parish Council has objected to this application, especially in relation to the units behind the existing dwellings.

22/00186/FUL Lancaster Business Park – Coffee Shop Pending

22/00327/PLDC 16 Daisy Bank – Construction of hip gable and dormer to side Permitted

22/00272/VCN Highwood – Variation to car park surfacing and occupancy Pending

21/00566/ FUL Land adjacent to Grab Lane – Development of 167 dwellings and associated infrastructure. Pending

There was some discussion about the possibility of lorries being parked at the bungalow above Daisy Bank Farm. Further details will be obtained.

22/127 DISTRICT COUNCILLOR'S REPORTS

The City Council is consulting on possible boundary changes affecting Quernmore Parish. They are considering making the M6 the western boundary of the Parish. It was agreed to submit a letter in response.

Cllr Joyce Pritchard was congratulated on becoming the next Mayor. She hoped to be able to open up the Town Hall for visits etc.

The new Chief Executive of Lancaster City Council was interested in visiting the Lower Lune Valley ward and would be keen to hear of any problems needing addressed.

22/128 DOCUMENTS & CORRESPONDENCE RECEIVED

A letter of resignation had been received from the Clerk. The Council would seek a new Clerk.

22/129 ITEMS INTRODUCED BY MEMBERS (if any)

Following a recent accident at the crossroads the Clerk was asked to see if anything could be done to improve road safety at the cross roads.

Trees on the roadside above Clougha Cottage were to be reported to the Highways for inspection.

22/130 DATE OF NEXT MEETING

If the usual pattern is followed the next meeting will be held on Monday the 10th October 2022 at 7.30 pm