

# QUERNMORE PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON 13<sup>th</sup> MAY 2024

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Present: **Councillors:** G Kelsall (Chair), J Townley (Vice Chair), J Alexander, J Pye, J Fox, A Johnson, B Carter  
**Clerk:** Gareth Catterson

Action

### 24/016 APOLOGIES FOR ABSENCE

Councillors: D Whitaker  
District Councillors: J Pritchard, P Jackson.  
County Councillor: Matthew Maxwell-Scott

### 24/017 ELECTION OF OFFICERS

The following were elected to hold office: -  
a) Chair - Cllr G Kelsall  
b) Vice-Chair - Cllr J Townley  
c) Representatives to LAPTC - the Chair and Vice-Chair  
d) Responsible Financial Officer - the Clerk

### 24/018 OPEN SESSION

No members of the public were present.

### 24/019 MINUTES

The Minutes of the previous Parish Council meeting held on 12th January 2023 were confirmed and signed as a correct record and the Clerk was asked to upload them to the website.

Clerk

### 24/020 MATTERS ARISING & REVIEW OF ACTIONS

There were no matters arising and all actions had been completed.

### 24/021 POLICE AND COMMUNITY

No reports received

### 24/022 AUDIT 2023

The Clerk reported that this year's audit this was being conducted by PKF Littlejohn and the Parish Council could certify as exempt from their review. The following had been actioned: -

1. The Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return had been posted on the website on 25 April 2024 with documents being available for inspection between the 3 June 2024 and 12 July 2024.
2. The Councillors **resolved** to approve the 'Certificate of Exemption – AGAR 2023/24 Form 2'. It was signed by the Chair and would be published on Council website before 3 June 2024.

Clerk

### 24/023 RISK ASSESSMENT - See Appendix 1

The Councillors **resolved** to approve the Risk Assessment for 2023/24.

### 24/024 ANNUAL GOVERNANCE STATEMENT - See Appendix 2

The Councillors **resolved** to approve 'Section 1 - Annual Governance Statement 2023/24' and it was duly signed by the Chair.

**24/025 ACCOUNTING STATEMENT - See Appendix 3**

Annual Accounts were presented by the Clerk. The Councillors **resolved** to approve 'Section 2 – Accounting Statements 2023/24 and they were duly signed by the Chair'.

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

The Audit Forms had been signed by Mr Bonnett who acted as Internal Auditor.

**24/026 GRANTS**

The Clerk reported that he had received letters requesting grants from Quernmore Chapel, Quernmore Recreation Club and St. Peter's Parochial Church Council. The Councillors **resolved** to approve the following grant applications: -

St Peter's Church towards their ongoing maintenance - £400, Clerk

Quernmore Chapel towards their ongoing maintenance - £400,

Quernmore Recreation Club towards their ongoing maintenance - £400

The Clerk was asked to arrange the payment of these grants.

**24/027 FINANCIAL MATTERS**

The precept (£ 3,863) had been received and banked.

The Balance remaining was £ 5,526.83

It was **resolved** to give Authority for the payment of: -

Tax on Clerks Salary	£	282.00
Clerk's Salary (£ 1,410 less Tax paid)	£	1128.00
Clerk's Office Allowance	£	415.25
Clerk's Expenses (reimbursement for payment of £84.00 to Krystal Web Hosting _ 1 year subscription)	£	84.00
LALC Subscriptions	£	110.55
Quernmore Recreation Club – Use of room for meetings	£	60.00

**24/028 PLANNING MATTERS – The following are reported:**

23/00324/FUL	<b>Land Adjacent to Grab Lane Lancaster</b> - Demolition of Oatlands Farmhouse and associated outbuildings and erection of 232 dwellings with associated open space, landscaping, car parking, access and supporting infrastructure.	Awaiting decision
23/00627/FUL	<b>Lune Aqueduct Car Park Caton Road Lancaster</b> - Reconfiguration of existing car park, installation of 12 electric vehicle charging stations, construction of an area of hardstanding for associated infrastructure including substation and cabinets, construction of internal access road, new parking area and relocation of existing container, and erection of boundary fencing, gates, and lighting columns.	Application Permitted
23/00584/LB	<b>Dam Head Farm Procter Moss Road Ellel</b> - Listed building application for the demolition of existing outbuildings to the rear, removal and relaying of stone flag floor, re-roofing of the barn, rebuilding of the shippon, erection of a double garage and high stone wall, installation of new window/door openings, rooflights, concrete yard, planting and new gate access to field.	Application Permitted
23/00583/FUL	<b>Dam Head Farm Procter Moss Road Ellel</b> - Partially retrospective application for the conversion of existing barn and shippon to a dwelling (C3) and holiday cottage including reroofing of the barn, rebuilding of the shippon and erection of a double garage to the rear.	Application Permitted

23/00904/FUL	<b>Quernmore House Littledale Road Quernmore</b> - Change of use of two dwellings (C3) and office (use class E) into one dwelling (C3) including demolition of conservatory and porch, erection of a two storey side extension, construction of a raised roof, installation of rooflights to the front and rear, conversion of detached building to create two storey ancillary accommodation, erection of detached garage, alterations to land levels, installation of sewage treatment plant, ground source heating system, creation of associated access and parking area.	Application Permitted
23/01202/FUL	<b>Moorside Farm Grimeshaw Lane Quernmore</b> - Demolition of existing farmhouse and link buildings to the attached stone barn, demolition of garage, erection of a replacement dwelling (C3) incorporating balcony, change of use of attached agricultural barn to ancillary domestic use (C3) and erection of a garage .	Application Permitted
24/0001/TPO	<b>Stepaside Denny Beck Lane Quernmore</b> - x1 Ash Tree, remove any dead and/or overhanging branches	Application Permitted
23/00748/FUL	<b>Stanley Farm Quernmore Road Quernmore</b> - Change of use and conversion of agricultural building to 2 residential dwellings, including vehicular access works, parking provision, landscaping and boundary treatment, refuse storage, and package treatment plant	Application Permitted
24/00065/EIR	<b>Quernmore House Littledale Road Quernmore</b> - Change of use of two dwellings (C3) and office (use class E) into one dwelling (C3) including demolition of conservatory and porch, erection of a two storey side extension, construction of a raised roof, installation of rooflights to the front and rear, conversion of detached building to create two storey ancillary accommodation, erection of detached garage, alterations to land levels, installation of sewage treatment plant, ground source heating system, creation of associated access and parking area	ES Not Required
23/01329/FUL	<b>Old Parkside Farm Denny Beck Lane Quernmore</b> - Partially retrospective application for the demolition of a stone barn and erection of an agricultural building	Awaiting decision
23/01330/FUL	<b>Old Parkside Farm Denny Beck Lane Quernmore</b> - Part retrospective extension to existing agricultural building and erection of a plant room building	Application Permitted
24/00172/EIR	<b>Proposed Solar Farm Grimeshaw Lane Quernmore</b> -Installation of a solar farm with associated access and infrastructure to include substations, inverter stations, control room, CCTV, lighting, perimeter fence and all associated works to include the laying of an underground cable to connect to Lancaster Sub Station	Awaiting decision
24/00294/VCN	<b>Sofidel UK Caton Road Quernmore</b> - Demolition of part of existing warehouse building (B2) and detached outbuilding, refurbishment and recladding of remaining warehouse, installation of solar panels to the roof, erection of 2 storey rear office extension, associated access, parking, service yard, refuse storage, landscaping and drainage infrastructure (pursuant to variation of conditions 2,14 and 15 to amend plans and flood risk assessment on planning permission 23/00063/FUL and submission of details relating to surface water and foul drainage)	Awaiting decision

23/00584/LB	<b>Dam Head Farm Procter Moss Road Ellel</b> - Listed building application for the demolition of existing outbuildings to the rear, removal and relaying of stone flag floor, re-roofing of the barn, rebuilding of the shippon, erection of a double garage and high stone wall, installation of new window/door openings, rooflights, concrete yard, planting and new gate access to field	Application Permitted
23/00583/FUL	<b>Dam Head Farm Procter Moss Road Ellel</b> - Partially retrospective application for the conversion of existing barn and shippon to a dwelling (C3) and holiday cottage including reroofing of the barn, rebuilding of the shippon and erection of a double garage to the rear	Application Permitted
24/00372/FUL	<b>Stanley Farm Quernmore Road Quernmore</b> - Change of use of part of existing agricultural building to residential dwelling, including parking, landscaping and boundary treatment, refuse storage and sewage treatment plant	Awaiting decision
24/00348/FUL	<b>The New Bungalow Quernmore Road Quernmore</b> - Demolition of existing conservatory and erection of single storey rear extension	Awaiting decision
24/00198/FUL	<b>Stepaside Denny Beck Lane Quernmore</b> - Erection of a single storey side and rear extension	Awaiting decision
24/00438/EIO	<b>East Lancaster Strategic Site Caton Road Lancaster</b> - Scoping opinion for the development of the site to include circa 930 dwellings, associated infrastructure to include highways and a school, relocation of Lansil Sports and Social Club and the golf course, provision of a country park, public open space and play facilities, footpath and cycle links, landscape buffers and sustainable urban drainage features	Awaiting decision

The Clerk reported that he had received an invitation from Dominic Stanford, Account Manager for DevComms, a company acting as community consulting specialists for Persimmon Homes regarding the proposed development at the East Lancaster Strategic Site, Caton Road (see 24/00438/EIO) above. He was proposing a workshop for all Councillors to attend where they could provide an input to the development and structure of the site. The meeting was planned for 4th June 2024 at 6.00pm at Lansil Sports and Social Club.

Councillors voiced the opinion that from their bitter experience this would be a waste of their time as, previously, developers had promised much and delivered little. Furthermore, ultimately, decisions on all planning matters were in the hands of the City Council Planning Department and, again from experience, they believed that their views and suggestions had not been recognised unless they aligned with those of the City Council and so saw little merit in taking the time to express them.

They did not wish to participate in what they saw as a 'tick box' exercise and asked the Clerk to make their feelings known and respectfully decline your invitation.

#### **24/029 DISTRICT COUNCILLORS' REPORTS**

No District Councillors were present owing to a clash of meetings with the City Council; therefore no reports were available.

#### **24/030 DOCUMENTS & CORRESPONDENCE RECEIVED**

The Clerk referred Councillors to documents and correspondence received that was detailed in Appendix 5 of the agenda. There were no comments.

#### **24/031 ITEMS INTRODUCED BY MEMBERS (if any)**

Concern was raised about the following:

1. The signpost at Quernmore crossroads was badly corroded and may at some future date fall into the road. The Clerk to report to Lancashire County Council. Clerk
2. The additional diseased trees at Quernmore Brow that the County Council had stated would be felled by the end of November 2023 were still in place. The Clerk to contact Matthew Maxwell-Scott who had been liaising with the County Council. Clerk
3. A grid at the entrance to Low Pleasant was damaged and needed replacing. The Clerk to report to Lancashire County Council. Clerk
4. Councillor Alexander raised the issue of the fencing that had collapsed along the wall on the south side of Quernmore School. She said it was both dangerous and unsightly and would need replacing with a better solution to stop children climbing on the wall with the risk of falling 3-4m into the field. The school had no money for the work, and she asked the Councillors for possible solutions/estimates and ideas for funding the work. The general consensus was that the existing wall would need building up higher and this would probably cost in the region of £1.5K - £2K. There were no excess funds in the budget to assist with the project. Clerk

#### **24/032 DATE OF NEXT MEETING**

The next meeting would be held on Monday 7<sup>th</sup> October 2024 at 7.30pm in Quernmore Recreation Club. Clerk to make necessary arrangements. Clerk

Certified as a correct record \_\_\_\_\_ G.Kelsall (Chair)