

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at Grosvenor Park School on
Wednesday 12th April 2017 at 7-00 pm.

Present: Councillor Mr W Jackson - Chair
Councillor Mrs M Baxter
Councillor Mr S Edmondson
Councillor Mr K Percy

1728 APOLOGIES: Apologies were received from Councillor Mr I Clift who had a City Council meeting and from Councillors Mr P Melling and Mrs G Kelly who were on holiday

1729 MINUTES: It was RESOLVED that the Minutes of the meeting held on Wednesday 08th March 2017 be approved.

1730 DECLARATION OF INTERESTS: There were no declarations of interest

1731 ADJOURNMENT FOR PUBLIC DISCUSSION AND TO PROVIDE 'INFORMATION ONLY' UPDATES ON ACTIVITIES IN RECENT WEEKS:

- 1) The Clerk and Members reported on issues, activities and actions since the last meeting of the Council, for information only. These included:
 - a) Fly-tipping on Lancaster Road. The Clerk has spoken to the City Council's Public Realm Manager about this issue, where it was acknowledged that fly-tipping on Lancaster Road is a regular and ongoing problem for both Councils. The Public Realm Manager advised that due to the number of incidents and limited resources it is a constant battle to deal with all reported fly-tipping incidents. Arrangements have, however, been made for Lancaster Road to be checked and, as much as reasonably possible, cleared of general litter and rubbish, once a month. Anything requiring specialist equipment will be dealt with within 5 days.
 - b) The Clerk showed photographs of substantial debris across Lancaster Road caused by water overflowing when Oxcliffe Pool and Peggymarsh pool are at high-tide which often makes the road impassable. The Clerk has reported the incident to Lancashire County Council and asked whether a long-term solution to this problem could be found – no response had been received at the time of the Council meeting.
 - c) The Clerk had reported damage to the multi-play equipment at Grosvenor Park Play Area which had been sealed off and repaired within five days.
 - d) The Clerk reported that he had been advised by Lancaster City Council that the water culvert on the grass area adjacent to Grosvenor park Play Area is *'not included as one of the maintained dykes regarding reinstatement or removal of fencing'* and that is considered to be low risk compared to other 'dykes' which have deeper water and are not fenced. It was also reported that the Clerk, Councillor Edmondson and the Parish Lengthsman had concluded that the culvert does represent a relatively low risk and that fencing the area will be costly.
Members noted the matters raised and updates on previously reported problems and requested that Lancaster City Council be asked if they would share the cost of materials and labour to erect fencing around the culvert
 - e) The Clerk reported that Lancaster City Council had made a tentative agreement to allow the Council and residents to maintain the pond area around Roeburn Drive, subject to the area initially being cleared by the City Council. ***Members requested that the City Council be advised that this Council will seek to establish a team of volunteers to maintain the area, subject to initial clearance and access made available.***
 - f) The Clerk reported that a request had been made to publish and advert in the Council Newsletter for personal life coaching and well-being support services. The Clerk advised the person making the enquiry that no advertisements are currently published in the Newsletter.
Members noted the Clerk's action
 - g) The Clerk reminded Members of the Lancashire Association of Local Council, Spring Conference 2017 to be held on Saturday 13th May 2017. ***Members were encouraged to attend and will inform the Clerk of their availability***

The meeting was reconvened

1732 PLANNING APPLICATIONS

17/001177/FUL	Change of use for the siting of 50 static caravans – Mr Tom Hill, Riverside Caravan Park, Lancaster Road, Heaton With Oxcliffe, Morecambe, Lancashire
17/00271/FUL	Erection of a two storey building for use as light industrial workshops and offices (B1), display of motor vehicles and associated access and parking - Mr Cox, Lancaster Volkswagen, Vickers Way, Heaton With Oxcliffe, Morecambe, Lancashire LA3 3FB
17/00025/FUL	Demolition of factory building and erection of 4 industrial units, installation of a raised replacement roof and erection of a single storey infill extension to the front and first floor side extension to existing industrial unit - Bay Scaffolding Northgate White Lund Industrial Estate Morecambe Lancashire LA3 3AY

Details of these planning applications had previously been made available to Members to ensure that any representations were made within statutory deadlines (21 days). Following responses by email from Members the following representations were made:

17/00117/FUL: The Council advise the planning authority that when making their decision they ensure that conditions, specified when the application was previously rejected, are fully met and that the developer complies with the detailed requirements set out in the *Tree Survey* to ensure that the existing trees are suitably protected from damage or accidental destruction.

17/00025/FUL: The Council recommends that the application be denied on the grounds that the building is of significant historical value as the only free-standing substantial building remaining that is known to have been part of WW1 National Filling Station 13 at the time of the explosions of October 1 1917

17/00271/FUL: No objection or representation on the application

The Clerk reported that as requested at the last meeting of the Council, representation had been made against application number 16/01464/OUT around concerns regarding the potential lack of visibility of egress from the new access road and access to and from the development given its position and the general speed of vehicles round the junction of Mellishaw Lane and Oxcliffe Rd. There is also a need to ensure proper drainage to mitigate any risk of flooding.

The Clerk reported that he had updated and improved the 'Planning' page on the Council's website to include advice and a video link on how the planning system works and how to submit informed and effective planning objections.

It was RESOLVED that the comments and representations made on behalf of the Council be noted and that the Council welcomes the improved planning information and guidance on the Council's website

1733 ACCOUNTS FOR PAYMENT:

100308	Mr J Fairclough, Grounds Maintenance and Lengthsman Duties	£91.66
100309	Lancashire County Council, Hire of Grosvenor Park School	£45.00

It was RESOLVED to that the above account(s) be paid.

1734 Members considered an update on funding bids for the Grosvenor Park Play Area project. The Clerk reported that he had completed and submitted bids for the potential funding for the Grosvenor Park Play Area project to:

- Lancashire Environmental Fund - £30,000
- Awards for all England (Lottery) - £ 9,746
- Heysham South Community Fund - £5,000, and;
- Galbraith Trust - £5,000

The Clerk informed Members that the applications made are expected to be considered by the funding bodies between May and July. The balance of the cost of the project (£4,654 excluding VAT) will be funded from earmarked reserves and Lancaster City Council have made a commitment to provide 'in-kind' officer support during the project and undertake the ROSPA inspections and ongoing maintenance of the new play area, free of charge.

Members briefly discussed further opportunities to engage with local residents on the re-development of the play area, including the potential for fund raising events and the establishment of a 'Friends' group for the play area.

It was RESOLVED that the Clerk be thanked for submitting the funding bids on the Council's behalf and that the expected dates when decisions will be known be noted. It was further RESOLVED that the 'in-kind' support from Lancaster City Council be noted and welcomed and that further consideration be given at a later date on the continued engagement and involvement of residents in the play area development.

1735 Members considered a paper produced by the Clerk setting out details of the planning applications considered by the Council between April 2016 and March 2017. The paper indicates the representations made by the Council and the decisions subsequently made by the planning authority, Lancaster City Council.

After some discussion, it was RESOLVED that Members note the paper and that representations made by the Council largely align to the decisions subsequently made by the Council's Planning Committee.

1736 Members considered a draft of a *Grievance Procedure*, the main objectives of which were to: foster good relationships between the Council and its employees; treat grievances seriously and resolve them as quickly as possible, and; to ensure that employees are treated transparently, fairly and consistently.

Members also considered a draft *Press and Media Policy* the main purposes of which are to establish a framework for achieving an effective working relationship with the media and ensure that the views and policies of the Council are presented accurately. The draft policy sought to clarify who is authorised to speak on behalf of the Council and to provide guidance for Councillors and staff on how to deal with some of the practical issues that may arise when dealing with the press and media.

After some discussion and questions, it was RESOLVED that the *Grievance Procedure* be adopted without amendment and that the Clerk re-draft the *Press and Media Policy* for further consideration at a later date, taking on-board comments made by Members around the need for further clarity on responsibilities when dealing with the press and media.

1737 Members considered for comment Lancashire County Council's Draft School Place Provision Strategy 2017 – 2020 which had been previously circulated. The role of County Council is to ensure that there are the right number of school places, in the right areas, at the right time to meet demand and the document sets out a framework for school place commissioning to inform decision making in relation to individual proposals. Data included within the strategy, set out the net capacity for each school; the number on roll; a forecast of capacity in schools and the numbers that will be on roll by 2021 and the surplus or shortfall between the two.

Members discussed the information provided relating to the primary and secondary schools in the Morecambe and Heysham and Lancaster Districts and were reassured that where the County Council is proposing to make changes to school provision, it will do so in partnership with schools and other partners taking into account estimated changes in population or other changes, such as housing developments.

It was RESOLVED that Lancashire County Council's Draft School Place Provision Strategy 2017 – 2020 and supporting data be noted and that the Council respond to the consultation welcoming the opportunity to be consulted on any future proposals on the best course of action to meet needs whilst maintaining, or improving quality and standards within our schools.

1738 Members considered a presentation made by Councillor Mr. K. Percy and proposals to commemorate the centenary of the WW1 explosions and deaths at the munitions factory, National Filling Factory 13 at White Lund, on October 1st 1917 (together with other accidents and deaths at the factory). Councillor Percy explained that from late 1916 the factory comprised many, mainly wooden, buildings over a 250 acre site in which high-explosive shells were filled.

By the time of the October 1917 explosions, there were over 4,000 workers (two-thirds female). 10 people were killed (including fire-fighters and police) and many injured; most buildings were destroyed by explosions and fire; there was major disruption and panic in the whole district. After the end of WW1, the rebuilt factory was used for decommissioning live ammunition. 9 workers were killed in a more limited explosion on January 14th 1920.

Councillor Percy suggested a number of possible ways in which the Council could commemorate the centenary of the disaster in October this year, including: a plaque; published booklet; a public lecture; commemorative community event or Church Service.

Members thanked Councillor Percy for the presentation and, after some questions, it was RESOLVED that in October 2017 the Council supports the commemoration of the 100 year anniversary of the disaster and that Councillor Percy firms up the proposals and costings and report back to the Council at a future meeting.

1739 The Clerk reported on plans being made to mark the first anniversary of the death of Jo Cox MP on the 17th & 18th June 2017, specifically communities coming together for a public show of unity by gathering together in street parties and other community events to be known as 'The Great Get Together'.

After some discussion, it was RESOLVED that details of the event be placed on the Council website to gauge whether there is any interest in the local community.

1740 The Clerk advised Members that the Annual Meeting of the Parish Council will be held on Wednesday 10th May commencing at 7:00pm when the Chair of the Council, Councillor Mr W Jackson will be elected for the Municipal Year 2017 – 2018, followed by the ordinary meeting.

The meeting closed at 8:35pm



Clerk of the Council