

PARISH OF HEATON-WITH-OXCLIFFE
Draft Minutes of the Meeting of the Parish Council held at Grosvenor Park School on
Wednesday 13th September 2017 at 7-00 pm.

Present: Councillor Mr W Jackson - Chair
Councillor Mrs M Baxter
Councillor Mr I Clift
Councillor Mr S Edmondson
Councillor Mrs G Kelly
Councillor Mr P Melling
Councillor Mr K Percy

1769 APOLOGIES: There were no apologies

1770 MINUTES: It was RESOLVED that the Minutes of the meeting held on Wednesday 12th July 2017 be approved.

1771 DECLARATION OF INTERESTS: There were no declarations of interest

1772 ADJOURNMENT FOR PUBLIC DISCUSSION AND TO PROVIDE 'INFORMATION ONLY' UPDATES ON ACTIVITIES IN RECENT WEEKS:

- 1) The Clerk and Members reported on the following issues, activities and actions since the last meeting of the Council, for information only.
 - a) The Clerk presented his report providing an update on activities since the last meeting including:
 - Information and costings on the repair / replacement of the sign at the entrance to Grosvenor Park. **Members expressed an opinion that the quotation received was too costly and requested that further quotes and options be considered**
 - The successful resolution of the long-standing issue regarding the substantial area of broken fencing (approx. 200 metres) on Wyre Close. Mr Stokes, a local resident has written to the Council thanking the Council for their support and efforts. **Noted**
 - Four issues/concerns have been reported on fixmystreet including signage at the Mellishaw Lane roundabout that needs to be replaced or re-fixed; an abandoned vehicle and another parked on double yellow lines and overhanging brambles on the footpath between Roeburn Drive and the cycle path. **Noted**
 - The Clerk has been in correspondence with a resident who has raised an issue about large trees at the rear her property that she claims are taking light from her property and growing along the Green Lane footpath. There remains a doubt whether the trees do, in fact, require attention. The same resident has since stated that both Lancaster City Council and ourselves have '*failed to act*' and are now on '*notice*' should there be any damage to the property or the residents themselves during the Winter from falling branches. The Clerk reported that he has since asked the City Council to make a further assessment of any risks associated with these trees. **Noted**
 - b) Councillor Mrs M Baxter reported that a post box on Heaton Bottom Road had not yet been resolved and requested a further follow up. She also commented on weeds covering drains and a number of potholes on White Lund Industrial Estate. **Noted**
 - c) Councillor Mr P Melling reported that there had still been no attention given to the overgrowth around the pond area on Roeburn Drive. He brought Councillors attention to 'Dig In North West' made up of a team of people from the military community - both serving and veteran, and their families, who support each other through challenging times and offer a range of services for community project and gardening, amongst other things. **Members suggested that 'Dig In North West' be contacted to establish whether they would be interested in assisting with the clearance of the pond area**
 - d) Councillor Mr S Edmondson reported that he now had costings for the materials and labour for fencing around the perimeter of the water culvert on adjacent to Grosvenor Park Play area. **Members requested that before any decision is made, confirmation be obtained from Lancaster City Council intend to provide some of the funds for this piece of work.**

The meeting was then reconvened

1773 PLANNING APPLICATIONS

17/00018/REF	APPEAL: 87 White Lund Road, Morecambe LA3 3DX – Mr Darren Gates
17/00837/FUL	Erection of a detached bungalow – Mr P Culligan, Montressa, Green Lane, Morecambe LA3 3EL
Order 201	Bay Gateway, Caton Road, Folly Lane, Green Lane, Hadrian Road, Halton Road, Lancaster Road and Powder House Lane, Lancaster - Revocation, de-restricted road 20mph, 40mph and 50mph speed limit order– Lancashire County Council

Members had previously been circulated with details of the above applications and related documents via the Lancaster City Council, Planning Portal

Members asked questions and made general comments/observations on the planning applications and Road Traffic Order under consideration and it was then RESOLVED that no representations be made

1774 ACCOUNTS FOR PAYMENT:

100320	Lancashire Environmental Fund -	£3,300.00
100321	Mr John Fairclough – Grounds Maintenance and Parish Lengthsman duties	£139.83
100322	Mr John Fairclough – Grounds Maintenance and Parish Lengthsman duties	£100.00
100323	Mr R Bailey – Clerks Fees and Expenses 1 st June – 30 th September 2017	£1,228.37

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

1775 The Clerk reported that notice had now been received from the appointed external auditors of the conclusion of the audit for the year ended 31 March 2017. Members were informed that in accordance with the statutory governance arrangements for a smaller authority the accounts and Annual Return had been examined and no matters requiring the attention of the Council were made.

It was RESOLVED that the Notice of the Conclusion of Audit of accounts for the year ended 31st March 2017 and the issue raised be noted and Minuted in accordance with regulations.

1776 Members considered an update on the Grosvenor Park Play Area project. The Clerk reported that confirmation had now been received from the Big Lottery – Awards for All Funds that the Council’s application for £9,746 had been successful. This means that all applications for funding totalling nearly £50,000 had been successful.

The Clerk also reported that he had now made arrangements with Lancaster City Council to act as the Accountable Body for the project. This has the advantage that all project payments are paid by the City Council and reimbursed during or at the end of the project from secured funds. The Council can also take advantage of expertise in managing such projects provided by Lancaster City Council Public Realm officers. An initial meeting on the project involving Public Realm officers, the Clerk and Lengthsman is being arranged.

Members discussed the benefits of establishing a Project Board including Ward Members, Cllrs Mr K Percy, Mr P Melling and Mrs G Kelly and the Chair as ex-officio and one or two residents and the Clerk to act as Project Manager for the Council. The Clerk advised that in the coming weeks a Pre-Project meeting will be arranged for the appointed Project Board and the providers, Wicksteed’s, to ‘kick-off’ the project.

It was RESOLVED that the Clerk be congratulated for securing all funding applied for and his work on the Council’s behalf to date. It was also RESOLVED that the Clerk establishes a Project Board and arranges a date and time to meet with Wicksteed’s and that, in due course, a press release be made about the commencement of the project.

1777 Members considered draft Newsletter Issue 7, dedicated entirely to details about the Grosvenor Park Play Area project and the equipment and features to be installed and the health and wellbeing benefits that a rejuvenated and used play area will provide.

Subject to some minor amendments, it was RESOLVED that Issue 7 of the Council's Newsletter be published and distributed to local residents.

1778 (*Additional Agenda Item Agreed by the Chair*) Councillor Mr. K. Percy provided a further update on 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 and on January 14th 1920. Members were advised of various options and costing associated with a commemorative plaque and structured made from Yorkshire Stone and engraved with agreed wording relating to these incidents.

There was also some discussion about options for an event to be held when unveiling the commemorative plaque or similar recognition.

It was RESOLVED that the update be noted and that the Council's preferred option is a commemorative structure in York Stone engraved with suitable words and that a relatively 'small-scale' event be arranged to mark the occasion and the production and distribution of a . Members delegated responsibility for this to event and other related actions to Councillor Percy and the Clerk.

The Clerk advised Members that the next meeting of the council will be held on **Wednesday 11th October 2017 commencing at 7:00pm.**

The meeting closed at 8:30pm



Clerk of the Council