

PARISH OF HEATON-WITH-OXCLIFFE
Draft Minutes of the Meeting of the Parish Council held at Grosvenor Park School on
Wednesday 13th December 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

1800 APOLOGIES: There were no apologies

1801 MINUTES: It was **RESOLVED** that Minutes of the meeting held on Wednesday 08th November be approved.

1802 DECLARATION OF INTERESTS: There were no declarations of interest

1803 ADJOURNMENT FOR PUBLIC DISCUSSION AND TO PROVIDE 'INFORMATION ONLY' UPDATES ON ACTIVITIES IN RECENT WEEKS:

The Clerk and Members reported on the following issues, activities and actions since the last meeting of the Council, for information only.

1. The Clerk presented his report providing an update on activities since the last meeting including:
 - a) A review of signs at the entrance to other housing estates, which were found to be in a much better state than the one at Grosvenor Park. A decision needs to be made as to whether to go ahead with the quotation previously provided by Alpha Engraving to replace the sign at the entrance to Grosvenor Park;
 - b) Lancaster City Council, Public Realm have now carried out the work to clear and cut back the area around the pond at Grosvenor Park. Some residents had commented that the work had opened up the line of vision into properties. Overall, however, Members considered that a big improvement had been made and agreed that arrangements should be put in place to set up a maintenance schedule involving the Parish Council's Lengthsman and volunteers;
 - c) Lancaster City Council have now identified a budget to pay for the labour costs associated with the installation of fencing around the Culvert on Lune Drive;
 - d) Members were informed that Lancaster City Council, in partnership with Vodafone, are ready to install a new, state-of-the-art, CCTV system in Lancaster and Morecambe. The new system will replace the district's existing CCTV cameras and allow secure remote viewing via any device connected to the internet. The installation will be completed by March 2018;

As well as providing vital evidence to the police in the event of a crime, the system will be used to monitor public areas and events and identifying issues relating to litter, vandalism and dog fouling;

Two mobile CCTV cameras will also be used at fly-tipping hotspots around the district to help catch offenders. Members are keen to pursue this further in due course to ensure that known 'hotspots' within our Parish are included;
 - e) A report has been submitted to Lancashire County Highways following contact made by a resident about whether anything can be done to reduce the potential danger when turning right from Ovangle Road onto White Lund Road. Members noted that this is a known area of risk that has been previously reported but not been addressed as no serious incidents have occurred at that location;

- f) A resident has reported litter being regularly dropped around Grosvenor Park. The Clerk has contacted both Lancaster & Morecambe College and Asda with a view to working collaboratively to tackle the problem;
- g) A resident had been invited to address Members about the possibility of one (or more) defibrillators being located around the Parish that are will be available for use in an emergency 24/7;
- h) Councillor Melling and the Clerk have completed and returned the *Parish Council Settlement Questionnaire* to Lancaster City Council that will inform a planned *Sustainable Settlement Review* as part of the emerging Local Plan for the district;
- i) Members considered whether it would be beneficial to remove the hedgerow on Mellishaw Lane and at the White Lund Rd junction and to replace it in the longer-term with 'easyview' fencing;
- j) Correspondence has been received that for financial years 2017 -2022 the appointed external auditors will be *PKP Littlejohn LLP*;
- k) Councillors raised matters for attention including, faded white lines at the junction to Middleton Road and drains blocked on Heaton Bottom Road and the need to update parts of the Parish website; needed to be updated. Part of Lancaster Road has recently been re-tarmacked to repair a number of potholes.

Members noted the update on actions reported by the Clerk and Councillors and asked for updates on the matters raised in due course. The meeting was then reconvened

1804 PLANNING APPLICATIONS

17/01384/FUL	Demolition of existing dwelling and detached garage and erection of 5 detached 2-storey dwellings with associated access and landscaping – Mr T Hill, 342 Oxcliffe Road, Heaton With Oxcliffe, Morecambe, Lancashire, LA3 3EJ
17/01313/VCN	Erection of a gas fuelled generator plant with associated ancillary buildings and a 2.4 metre high security fence and 4 metre high acoustic fence – Mr S Lyob, Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe, Morecambe, Lancashire

Members raised general comments/observations on the planning applications received and it was **RESOLVED** that these be submitted to the planning authority.

Councillor Percy reminded Members that following a recent Planning Committee meeting application 17/00868/FUL in respect of the proposed demolition of the factory building on White Lund had been narrowly refused. It is not known whether the applicant will appeal the decision but notwithstanding that Councillor Percy suggested that the Parish Council, possible with the involvement of Morecambe Town Council, has a conversation with the applicants with a view to discussing options that would allow for the building to be changed whilst retaining its 'non-designated heritage' status. Members were asked to consider possible options for further consideration at the January meeting.

1805 ACCOUNTS FOR PAYMENT:

100331	John Fairclough, Grounds Maintenance and Lengthsman Duties	£100.00
100332	Bob Bailey, Parish Clerk Fees and expenses for Quarter 3	£1,251.89
100333	SV Edmondson, Materials 190M split Chestnut fence around culvert on Lune Drive	£1,556.00
100334	Lancashire County Council – Hire of Grosvenor Park School	£135.00
100334	Lancashire County Council – Hire of Grosvenor Park School	£45.00

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

1806 Members were informed that after the initial delay in starting on site as previously reported work did start towards the end of November. The Clerk has visited the site where progress has been slower than expected due to cold conditions and the finding of a concrete slab beneath the existing tar which has caused some unforeseen issues when excavating the footings for the new play equipment. The new equipment was delivered on 07 December and is now being installed. Photographs of the site were provided. It was reported that Wicksteed's are hopeful for completion by 22nd December 2017 but this is subject to weather conditions, particularly as wet pour for the playground surfacing can only be done in temperatures above 6 degrees centigrade.

Members reported that there had been minimal disruption to the flow of traffic and from noise or dust during the excavation works so far.

After some discussion, it was **RESOLVED** that the update on the Grosvenor Park Play Area project be noted and that the Clerk liaise with Wicksteads to determine an official opening date in January.

1807 The Clerk introduced a step-by-step guide designed to help communities to produce a Community Emergency Plan that can be used in the event of a major emergency affecting the local area. The main aim of a Community Emergency Plan is to provide a single source of information to improve community resilience and provide an effective initial response in an emergency.

It was acknowledged that local emergency responders have limited resources and will always need to prioritise those in greatest need during an emergency, especially where life is in danger. In many other situations life will not be in immediate danger and communities will need to help themselves. By being more resilient communities will be in a position to complement emergency responders and reduce the impact of an emergency on the local area in both the short and long term.

The Clerk reminded Members that they had previously setting up a small working group to develop a Community Emergency Plan for approval. Following some questions and helpful suggestion it was **RESOLVED** that the Clerk carry out further research and report back with options for developing a Community Emergency Plan with a view to improving community resilience.

1808 Members considered a request from Lancaster City Council to support a research study aimed at examining the quality, distribution and use of open spaces (play areas; parks; allotments etc.) in the local area. A questionnaire has been provided aimed at gaining a greater understanding of local circumstances; identify the need for provision in the local area and inform future strategic planning and investment priorities for open space.

It was **RESOLVED** that the Clerk complete and return the questionnaire on the parish Council's behalf.

1809 The Clerk presented a draft budget and precept calculation for 2018/2019., based on the forecast outturn, balances and net revenue position as at 31st March 2018 and planned income and expenditure in 2018/2019. Members were advised that the Parish Council would need to determine its precept for 2018/2019 at the January 2018 meeting so that it can be demanded from Lancaster City Council in February 2018 as part of the budget process.

Members asked questions about the draft budget and precept demand and **RESOLVED** that they will consider the proposals further with a view to determining the 2018/2019 precept at the January 2018 meeting.

1810 The Clerk presented for discussion an early draft of a questionnaire designed as part of proposals for consultation with residents aimed at identifying local needs and concerns; their perception of public services and the performance of the Parish Council generally. Members asked a number of questions and debated the need to ensure that the Parish Council is clear about the purpose of any consultation and how the results will be used to identify parishioners views and to gain a better understanding of what is the most important matters facing the parish and what will help to move forward in the future. After some discussion, it was **RESOLVED** that Councillor Percy works with the Clerk to determine a clear purpose for a residents survey and to draft a revised version for further consideration by the Parish Council.

1811 The Clerk advised that due to other commitments he was unavailable for the next scheduled meeting on Wednesday 10th January 2018. Members requested that the Clerk provide alternative dates for agreement and publication on the Council's website and Noticeboards. The meeting closed at 8:25pm

A handwritten signature in black ink, appearing to read 'Robert Bailey', with a long horizontal line extending to the right from the end of the signature.

Clerk of the Council