

# **HEATON-WITH-OXCLIFFE PARISH COUNCIL**

## **MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**Summons to attend Parish Council Meeting on Thursday 16<sup>th</sup> May 2019 at Grosvenor Park School commencing at 7.00 pm**

### **A G E N D A**

- 1992.** To receive apologies
- 1993.** To consider & approve Minutes of the Meeting held on Wednesday 24<sup>th</sup> April 2019
- 1994.** To receive Declarations of Interest
- 1995.** To adjourn the meeting for a period of public discussion and to provide 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will need to be considered as an agenda item at a future meeting)
- a) Public discussion
  - b) Clerk's report on activities and actions since last meeting and correspondence
  - c) Members updates and information only reports
- 1996.** To consider the list of planning applications set out below:

<b>Application No:</b>	<b>Description</b>
19/00502/FUL	Erection of extensions to two existing agricultural buildings – North Farm, Moss Road, Heaton-with-Oxcliffe
19/00507/FUL	Erection of four buildings comprising 20 industrial units, creation of access, internal roads, parking and sub-station – Mellishaw North Development site, Mellishaw Lane, Heaton-with-Oxcliffe

- 1997.** To consider an update on planning authority decisions on previously considered applications
- 1998.** To authorise payment of the following accounts:

<b>Cheque No:</b>	<b>Payment Description</b>	<b>Amount</b>
100389	Lancashire Association of Local Councils – Annual subscription 2019/2020	£ 421.07
100391	Mr R Bailey – Parish Clerk fees and expenses March 2019	£ 476.85
100392	John Fairclough – Lengthsman duties March 2019	£ 100.00
100393	Lancashire County Council – Meeting room hire	£ 135.00

- 1999.** To consider and sign mandates for transfer of bank account to Unity Trust Bank
- 2000.** To consider updates and actions - Parish Plan 2018 – 2021
- 2001.** To consider date and time of next meeting

**Parish Clerk**  
**28 Wilson Grove, Heysham, Morecambe LA3 2PQ**  
**Tel: 07828 254 149; Email: [clerk@heatonwithoxcliffepc.org.uk](mailto:clerk@heatonwithoxcliffepc.org.uk)**

**10 May 2019**

**PARISH OF HEATON-WITH-OXCLIFFE**  
**Draft Minutes of the Meeting of the Parish Council held at Grosvenor Park School on**  
**Wednesday 24<sup>th</sup> April 2019 at 7-00 pm.**

**Present:** Councillor Mrs G Kelly - Chair  
 Councillor Mr S Edmondson  
 Councillor Mr I Clift  
 Councillor Mr K Percy  
 Councillor Mr W Jackson

**In attendance:** Bob Bailey, Parish Clerk

**1980 Apologies:** Apologies were received from Councillors Mr I Clift

**1981 Minutes:** Subject to a minor amendment, it was **RESOLVED** that the Minutes of the meeting held on Tuesday 19<sup>th</sup> March 2019 be approved.

**1982 Declarations on interest:** There were no declarations of interest

**1983 Public discussion and information only updates:**

1. **Public Discussion:** No members of the public were present
2. **Clerk's Report & correspondence:** The clerk reported on correspondence received and previously circulated, highlighting the notice of the uncontested local election and the receipt of the annual precept. It was then **RESOLVED** that the Clerk's Report be noted.
3. **Members matters & information only updates:** Councillor Percy reminded Members about the programme of hearings relating to the examination of Lancaster District Strategic Policies and Development Plans. Councillor Percy will attend some of these and Members were also encouraged to attend if available.  
 Councillor Melling commented on the high levels of pollen caused by the number of overgrown hedgerows which would be more contained if Lancaster City Council put more resources into maintaining them. Councillor Melling has also submitted comments relating to the survey being carried out by Lancaster City Council as part of the revised air quality action plan. The Lengthsman will be asked to cut the grass and apply weed-killer around the Grosvenor Park pond area.  
 Councillor Baxter requested that the Lengthsman treated the parish benches and reported fly-tipping on Lancaster Road.  
 It was then **RESOLVED** that Members matters, and updates be noted.

**1984 Planning Applications and statutory consultations:**

Application No	Description
19/00250/FUL	Erection of two storey rear extension & ground floor link to garage - 5 Salisbury Close, Heaton-with-Oxcliffe LA3 3RP

Members considered the above planning application and it was **RESOLVED** that no representations be made.

**1985 Planning Application decisions:** Members considered decisions made by Lancaster City Council's Planning Committee in recent weeks.

It was then **RESOLVED** that it be noted that decisions were awaited on all four applications recently considered by the parish council.

**1986 Accounts for Payment:**

Cheque No.	Payee and Payment Description	Amount
100387	Mr R Bailey – Parish Clerk fees and expenses March 2019	£447.62
100388	John Fairclough – Lengthsman duties	£100.00
100389	Lancashire Association of Local Councils – Annual subscription 2019/2020	£291.04
100390	Tech-Hub (NW) Ltd – G-suite 2019/2020	£ 48.00

Members considered the above accounts for payment asking questions regarding the annual subscription with LALC which appeared to be much higher than the previous year. It was **RESOLVED** that the Clerk make further enquiries on the increased LALC annual subscription and that all other payments be made.

**1987 Local elections:** The Clerk reported that as there had been four nominations for the seven vacancies on the parish council the election would be uncontested, and Councillors Baxter, Jackson Kelly and Percy had been re-elected. It was reported that both Councillors Edmondson and Melling had intended to stand again but had missed the deadline due to anomalies with the forms/procedure and changes in the ward boundaries. Councillor Clift had decided not to stand for re-election.

The Clerk advised that the parish council had a period of 35 days after the election in which they could co-opt new councillors without a requirement to give a formal/additional notice. After some discussion, it was **RESOLVED** that co-option to the three vacancies be considered at the Annual Meeting of the parish council.

**1988 Change of bank:** The clerk advised that he had applied to change banks to Unity Trust as approved by Members. There will need to be three new signatories to the account who will be able to authorise payments online. It was **RESOLVED** that the documentation to transfer bank accounts be signed and completed after the Annual meeting of the parish council. .

**1980 Draft Newsletter:** The Clerk presented a draft of the next edition of the parish newsletter which outlined the three tiers of local government and the responsibilities as a local authority of parish/town councils. The newsletter also sets out information on the precept for 2019/2020 and how much this represents on the council tax of every resident and provided details of the forthcoming local elections.

Councillor Percy commented that he did not like the content of the newsletter and thought that it would not appeal to most residents. He also considered that the draft newsletter had missed an opportunity to promote the direct activities of the parish council in the last six months or so, including the recent, successful, litter pick. It was also suggested that there should be commentary about the lengthsman and the work that he carries out around the local area,

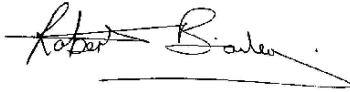
After some discussion, it was **RESOLVED** that the newsletter as presented be rejected and that the Clerk be requested to submit an alternative version for further consideration. It was acknowledged that this may now be after the local elections.

**1981 Parish Plan:** Councillor Percy commented on the priority outcomes of the parish plan. Some progress has been made in several areas whilst others need further action. It was considered that during 2019/2020 the new council should concentrate on the delivery of two of the six priority outcomes.

It will also be beneficial to seek the views and engagement of residents and the local community through the issue of a parish survey. This would help to understand what the local community consider to be the key issues.

After some discussion, it was **RESOLVED** that the new parish council considers the drafting and issue of a survey of the local community to gain an understanding of what they consider to be the main issues facing the parish council

**1982 Date & time of next meeting:** Members agreed to hold the next meeting of the parish council on **Thursday 16<sup>th</sup> April 2019 at 7:00pm\***. The meeting closed at 8:05pm

  
Clerk

Signed: \_\_\_\_\_ Chair

## Correspondence – May 2019



<b>Date</b>	<b>Sender</b>	<b>Topic</b>
16/04/2019	Resident	Parking – Duddon Close
17/04/2019	Parish Clerk	April Meeting Agenda pack
18/04/2019	Rural Services Network	e-bulletin
24/04/2019	Cllr Percy	Hearings programme Local Plan
29/04/2019	LALC	Response annual subscription query
30/04/2019	Public Sector Executive	e-bulletin
07/05/2019	Lancaster City Council	Planning Application 19/00502/FUL
07/05/2019	Lancaster City Council	Planning Application 19/00507/FUL
07/05/2019	Lancashire County Council	Dementia week
08/05/2019	Public Sector Executive	e-bulletin
08/05/2019	Rural Services Network	e-bulletin

# Planning Application Comments & Decisions May 2019



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p><b>18/00424/FUL:</b> Retrospective application for the change of use of land for the siting of 2 agricultural workers caravans - Moss Road, Heaton With Oxcliffe LA3 3ES</p>	No representation	Awaiting decision
<p><b>19/00211/FUL:</b> Change of use of industrial units to gymnasium – Unit 5 &amp; 6 Southgate White Lund LA3 3PB</p>	No representation	Application refused
<p><b>19/00230/ADV:</b> Various internally illuminated signs - D Stoker Group, Fellgate, White Lund LA3 3PW</p>	No representation	Application permitted
<p><b>19/00231/FUL:</b> Installation of 5 lighting masts - D Stoker Group, Fellgate, White Lund LA3 3PW</p>	No representation	Application permitted
<p><b>19/00250/FUL:</b> Erection of two storey rear extension &amp; ground floor link to garage - 5 Salisbury Close, Heaton-with-Oxcliffe LA3 3RP</p>	No representation	Awaiting decision