

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

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

**Summons to attend Parish Council Meeting on Thursday 17<sup>th</sup> October 2019 at  
Grosvenor Park School commencing at 7.00 pm**

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

2033. To receive apologies
2034. To consider & approve Minutes of the Meeting held on Thursday 19<sup>th</sup> September 2019
2035. To receive Declarations of Interest
2036. To introduce Lancaster City Council's Community Connectors team
2037. 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 and correspondence
  - c) Members updates and information only reports
2038. To consider the list of planning applications set out below:

<b>Application No:</b>	<b>Description</b>

2039. To consider an update on planning authority decisions
2040. To authorise payment of the following accounts:

<b>Cheque No:</b>	<b>Payment Description</b>	<b>Amount</b>
100402	John Fairclough – Lengthsman duties September 2019	£100.00
100403	Mr R Bailey – Parish Clerk fees & expenses September 2019	£476.85

2041. To consider clear up day - Roeburn Park
2042. To consider draft Newsletter
2043. To consider draft Residents Survey
2044. To consider updates and actions - Parish Plan 2018 – 2021
2045. 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)**

**15 October 2019**

**PARISH OF HEATON-WITH-OXCLIFFE**  
**Minutes of the Meeting of the Parish Council held at Grosvenor Park School**  
**on Thursday 19<sup>th</sup> September 2019 at 7-00 pm.**

**Present:** Councillor Percy (Chair)  
 Councillor Mrs M Baxter  
 Councillor Mr S Edmondson  
 Councillor Kelly  
 Councillor Melling  
 Councillor Mr W Jackson

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

**2023 Apologies:** There were no apologies.

**2024 Minutes:** It was **RESOLVED** that the Minutes of the meeting held on Thursday 18<sup>th</sup> July 2019 be approved.

**2025 Declarations on interest:** There were no declarations of interest

**2026 Public discussion and information only updates:**

1. **Public Discussion:** No members of the public were present
2. **Clerks report & correspondence:** The Council considered the list of correspondence received and previously circulated by the Parish Clerk including links to a report submitted to Lancashire County Council's Cabinet on proposals to reduce the opening hours on Household Waste Recycling Centres and for the online reporting of issues for the attention of Lancaster City Council via [Streetscene](#) and to Lancashire County Council via [Report It](#). Members were reminded that these links are now available on the parish council's website: <http://heatonwithoxcliffepc.org.uk/report-an-issue/> and that it would be more efficient and effective if they, and residents, reported issues directly using either of these.
3. **Members matters & information only updates:** Members then commented on general issues that have been, or need to be, reported to Lancaster City Council and Lancashire County Council. These included 'Give Way' lines that are barely visible on Heaton Bottom Road; varnishing of benches and hedge cutting that the parish lengthsman could be asked to carry out, and blocked drains that need to be cleared of debris. It was then **RESOLVED** that correspondence and Members matters, and updates be noted.

**2027 Planning Applications and statutory consultations:** No planning applications had been received.

Application No	Description
19/00908/VCN	Retention of a temporary portacabin - Axa Direct, Northgate, White Lund Industrial Estate, Morecambe
19/01123/FUL	Erection of a single storey link extension to the side and rear – 19 Roeburn Drive, Morecambe LA3 3RY
19/01144/FUL	Erection of a single storey extension, installation of a fire escape, removal of glazing to the south west elevation, construction of a canopy to the north elevation, installation of an enlarged roller door to the north east elevation & change of use of existing parking & grassed areas to display cars & creation of additional parking spaces to the front – Pye motors Ltd, Ovangle Road, Morecambe LA3 3PF
19/01023/FUL	Erection of a toilet & shower block; Land to the rear of 282 Oxcliffe Road, Morecambe LA3 3EH

Members noted that Planning Application 19/00908/VCN had now been permitted and it was then **RESOLVED** that all other applications be supported in principle.

**2028 Planning Application decisions:** Members reviewed the pre-circulated list of planning application comments and decisions. It was noted that one application had been permitted, one had been refused, three are awaiting decision and one appeal against a planning decision is in progress.

**2029 Accounts for Payment:**

Cheque No.	Payee and Payment Description	Amount
100400	John Fairclough – Lengthsman duties July & August 2019	£200.00
100401	Mr R Bailey – Parish Clerk fees & expenses July & Aug 2019	£953.70

It was **RESOLVED** that the above payments be made. The Clerk reported that a new account at Unity Trust Bank had now been established but it had been necessary to change the mandate with Barclays Bank before that account could be closed and money transferred. This should be completed by the end of September

**2030 Trees – Keer Bank:** It was reported that local arboricultural consultants would be asked to submit quotations to cut back the trees at Keer Bank and an application made to Lancaster City Council for this work to be carried out.

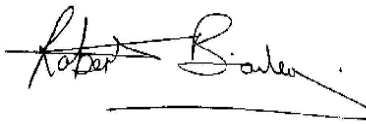
After some discussion about the potential cost of the works it was **RESOLVED** that the update be noted

**2031 Parish Plan:** Members considered a resident's survey that would residents whether the parish council is focusing its efforts in what they consider to be the right areas and communicating as effectively as it could. There was also a discussion on specific surveys such as one aimed at identifying the needs of vulnerable residents.

There was also discussion about litter and fly-tipping within the parish and the need for more litter bins and dog waste bins – it was noted that there is an explicit duty that will allow the parish council to purchase these.

It was then **RESOLVED** that Members consider a draft residents survey and that further consideration be given to the location and provision of additional litter/dog waste bins.

**2032 Date & time of next meeting:** Members discussed dates of future meetings and it was **RESOLVED** that in future meetings be held on the third Thursday of every month, subject to the meeting room being available on those dates. On this basis, the next meeting of the parish council will be held on **Thursday 17<sup>th</sup> October**. The meeting closed at 8:10pm

  
Clerk

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

## Correspondence – October 2019



<b>Date</b>	<b>Sender</b>	<b>Topic</b>
14/09/2019	Parish Clerk	September meeting agenda pack
19/09/2019	Parish Clerk	Reporting of fly-posting
13/10/2019	Lancashire County Council	Cosy Homes in Lancashire

# Planning Application Comments & Decisions

## October 2019



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>19/00507/VCN:</b> 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	Support in principle	Awaiting decision
<b>APPEAL: 19/00019/REF:</b> Reserved matters application for the erection of an agricultural worker dwelling - Moss Side Farm, Moss Road, Heaton With Oxcliffe, LA3 3ES	Support in principle	Appeal in progress
<b>19/01123/FUL:</b> Erection of a single storey link extension to the side and rear – 19 Roeburn Drive, Morecambe LA3 3RY	Support in principle	Awaiting decision
<b>19/01144/FUL:</b> Erection of a single storey extension, installation of a fire escape, removal of glazing to the south west elevation, construction of a canopy to the north elevation, installation of an enlarged roller door to the north east elevation & change of use of existing parking & grassed areas to display cars & creation of additional parking spaces to the front – Pye motors Ltd, Ovangle Road, Morecambe LA3 3PF	Support in principle	Awaiting decision

# Heaton with Oxcliffe Parish Council

Tel: 07828254149; Email: [clerk@heatonwithoxcliffepc.org.uk](mailto:clerk@heatonwithoxcliffepc.org.uk)

**Report an Issue:** You can report numerous problems and concerns to Lancaster City Council (Streetscene) and Lancashire County Council (Report It). Details are set out below, if you report an incident using these services, please also inform the Parish Clerk so that they can be monitored and, if necessary, followed up.

You can report a **'street scene'** problem such as **Fly-tipping, graffiti, dog fouling, litter and bins** to Lancaster City Council online at: [https://www.lancaster.gov.uk/forms/ShowForm.asp?fm\\_fid=228](https://www.lancaster.gov.uk/forms/ShowForm.asp?fm_fid=228)

You will need to supply your contact details and the location, nature and describe the extent of the problem supported by one or more photos if you have them.



Faults on roads, pavements, cycle paths, public right of ways, street lighting, traffic lights or flooding incidents can be reported online to Lancashire County Council's **Highways (Report It)** service, which has recently been revamped to include easier reporting of a wide range of problems.

The system displays a map showing existing issues and their status enabling you to check whether to proceed with the report. Here again you can upload

photographs to support your issue. Here is the link: <https://www.lancashire.gov.uk/roads-parking-and-travel/report-it/>

If you identify an issue but don't know who to contact, please contact the parish clerk between the hours of 10am to 4pm, Monday to Friday for advice and support.

## Do you love your local area and want to make it even better?



Lancaster City Council is inviting community groups, organisations and charities to apply to a new fund and help improve local public spaces. The council has set aside £100,000 in a new *Making Spaces Fund* that aims to make the district a cleaner and greener place in which to live, work and visit.

The fund does not replace existing maintenance by the City Council, but they hope to inspire community groups to 'add value' to existing public spaces or create new ones.

The Making Spaces programme has been set up to make it easier to pitch ideas, get support, access some seed funding, or get match funding for bigger projects.

Whether it's a small local park or community area, allotment site, children's play area or just a patch of grass that could be turned into a vibrant public space, the council wants to hear from you. Follow the link to express your interest in the fund:

[https://www.lancaster.gov.uk/forms/ShowForm.asp?fm\\_fid=253](https://www.lancaster.gov.uk/forms/ShowForm.asp?fm_fid=253)

Your dog can't clean up after itself,  
it's up to you!



Fixed Penalty Scheme in operation. Maximum fine £1,000

**Have you considered volunteering?** Volunteering is known to be a satisfying and rewarding and experience that can do much to build self-esteem and self-worth. It is also valued by employers and education / training organisations and is a great opportunity to make new friends and meet new people

Volunteering is about neighbourliness and taking pride in our local community. Whether it be weeding or litter picking, Lancaster City Council will provide equipment and advice to make sure that you have a successful, safe and enjoyable event and they will collect the weeds and litter at the end.

You don't need a large group to make a big difference but making your event fun will encourage more people of all ages to give up their time to take part. You could theme the event or run it as a challenge or competition and give it an exciting name!

If you are considering applying for the *Making Spaces Fund* or are interested in volunteering please let the parish council know and we will support your application or promote your event on our website and social media channels and even muck in on the day!

Please email the parish clerk and we will be happy to help you!

**Our Lancashire - Community Champions:** Our Lancashire, part of Lancashire

Volunteer Partnership to establish the uniformed community champions aimed at volunteers who have a desire to be at the heart of the local community and to be a visible point of contact in the town. The uniform is a simple 'polo' shirt and a fleece jacket, so it looks very different to police uniforms. The role is about building resilience, encouraging social action and empowering residents to help each other and resolve local issues of concern. Full training is provided.

The Lancashire Volunteer Partnership also provides opportunities for people who are looking to make a real difference in their local communities and aims to match their skills and experiences with people who may need a little help and support.

From visiting people who may be feeling lonely or supporting those who are struggling to get out and about independently, to giving a carer some respite, volunteering alongside the neighbourhood policing teams as a Special Constable, at a children's centre or as a cadet group leader, the Lancashire Volunteer Partnership volunteers are truly amazing!

Full details are on their website <https://lancsvp.org.uk/> including available volunteering opportunities and descriptions on what necessary training and vetting the different volunteer roles need.

**Bob Bailey, Parish Clerk,**



**VOLUNTEER TODAY.  
FEEL CHAMPION.**

[www.lancsvp.org.uk](http://www.lancsvp.org.uk) #feelchampion

