

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Summons to attend Parish Council Meeting on Thursday 21st November 2019 at Grosvenor Park School commencing at 7.00 pm

A G E N D A

2046. To receive apologies
2047. To consider & approve Minutes of the Meeting held on Thursday 17th October 2019
2048. To receive Declarations of Interest
2049. To introduce Lancaster City Council's Community Connectors team
2050. 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
2051. To consider the list of planning applications set out below:

Application No:	Description
19/01359/FUL	Erection of industrial units, creation of new access with associated parking, alterations to existing access and erection of a 2.4 metre high palisade fence & gate – J Kelly Laminates Ltd, White Lund Industrial Estate, Morecambe LA3 3PA

2052. To consider an update on planning authority decisions
2053. To authorise payment of the following accounts:

Cheque No:	Payment Description	Amount
100402	John Fairclough – Lengthsman duties September 2019	£100.00
100403	Mr R Bailey – Parish Clerk fees & expenses September 2019	£476.85
100404	John Fairclough – Lengthsman duties October 2019	£100.00
100405	Mr R Bailey – Parish Clerk fees & expenses October 2019	£476.85
100406	Lancaster City Council	£576.00

2054. To consider draft Newsletter
2055. To consider draft Residents Survey
2056. To consider updates and actions - Parish Plan 2018 – 2021
2057. 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

17 November 2019

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at Grosvenor Park School
on Thursday 17th October 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: Carlyne Walsh, Community Connections Officer

2033 Apologies: Apologies were received from Cllr Edmondson and Bob Bailey, Town Clerk

2034 Minutes: It was **RESOLVED** that, subject to some minor changes, the Minutes of the meeting held on Thursday 19th September 2019 be approved.

2035 Declarations on interest: There were no declarations of interest

2036 Community Connectors: The Chair welcomed Carlyne Walsh to the meeting. Carlyne is a Community Connector Manager with Lancaster City Council which is part of the Communities and the Environment Service. It was explained that she leads a team of Community Connectors that between them cover the whole of the Lancaster district. The main role of the team is 'connect' to the local community to learn and promote all the community work across the district and to understand where they and Lancaster City Council services can provide support. Carlyne showed a keen interest in the main issues and concerns of the parish council and its residents and its plans going forward. After some questions, Carlyne Walsh was thanked for her attendance at the meeting and for the offer of support being offered.

2037 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.
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 on Heaton Bottom Road that have still not been repainted after many months. The lines on the Ovangle Road / Morecambe Road roundabout are also in need of repainting. There is a fly-poster on the roundabout for North West Home Repairs that should be removed. A member enquired about the planning approval relating to the Heysham incinerator plant. Members requested that the parish clerk make arrangements for the bars on the Chair's chain to be brought up-to-date. It was then **RESOLVED** that correspondence and Members matters, and updates be noted.

2038 Planning Applications and statutory consultations: No planning applications had been received.

Application No	Description
	No planning applications had been received

2039 Planning Application decisions: Members reviewed the pre-circulated list of planning application comments and decisions. It was noted that three planning applications were awaiting decision and one appeal against a planning decision is still in progress.

2040 Accounts for Payment:

Cheque No.	Payee and Payment Description	Amount
100402	John Fairclough – Lengthsman duties September 2019	£100.00
100403	Mr R Bailey – Parish Clerk fees & expenses September 2019	£476.85

Members were aware that the parish council is in the process of changing banks and that a letter authority to close the current accounts needed to be signed. In the absence of the parish clerk and the uncertainty regarding the bank switch, no cheques were signed at the meeting.

2041 Roeburn Drive clear up day: There was a discussion about the proposed tidy up of the area around the pond on Roeburn Drive. The event will be promoted through leaflets distributed to houses on the Grosvenor estate.

Carolyne Walsh offered to arrange for waste bags and equipment to be provided for the clear up and for the green waste and litter to be collected by the City Council's Street Cleansing team

It was **RESOLVED** that the clean-up be held on Saturday 16th November commencing at 10am and finishing at noon.

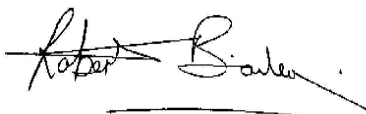
2042 Parish Newsletter: Members considered the latest version of the Newsletter drafted by the parish clerk. It was considered that the articles, whilst informative, were still too general and were not specific enough about the activities of the parish council.

After some discussion, it was **RESOLVED** that the Chair will review the Newsletter with a view to including activities that the parish council have done, or plan to do, and liaise with the parish clerk to produce a revised version for further consideration.

2043 Residents Survey: Members briefly considered the questions set out in the draft survey and the range of answers available on each question. After some discussion, it was **RESOLVED** that all Councillors review the questions and category of answers for each to ensure that they are relevant to the parish and its residents, with a view to a revised version being considered at the next meeting.

2044 Parish Plan: Having previously identified that litter is a matter for concern within the parish, Members were asked to walk around their wards with a view to identifying up to five areas where new litter bins might be sited.

2045 Date & time of next meeting: The next meeting of the parish council will be held on **Thursday 21st November 2019**. The meeting closed at ?? pm


Clerk

Signed: _____ Chair

Correspondence – November 2019



Date	Sender	Topic
15/10/2019	Parish Clerk	Agenda pack 17/10/2019
01/11/2019	Cllr Percy	Draft Residents Survey
09/11/2019	Lancaster City Council	Planning Application - 19/01359/FUL

Planning Application Comments & Decisions

November 2019



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>19/00507/VCN: 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</p>	<p>Support in principle</p>	<p>Awaiting decision</p>
<p>APPEAL: 19/00019/REF: Reserved matters application for the erection of an agricultural worker dwelling - Moss Side Farm, Moss Road, Heaton With Oxcliffe, LA3 3ES</p>	<p>Support in principle</p>	<p>Appeal dismissed</p>
<p>19/01123/FUL: Erection of a single storey link extension to the side and rear – 19 Roeburn Drive, Morecambe LA3 3RY</p>	<p>Support in principle</p>	<p>Application permitted</p>
<p>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</p>	<p>Support in principle</p>	<p>Application permitted</p>

Heaton-with-Oxcliffe Parish Council Newsletter

Contact: Bob Bailey, Parish Clerk—28 Wilson Grove, Heysham LA3 2PQ; Tel: 01524 858557
Email: clerk@heatonwithoxcliffepc.org.uk Website: <http://www.heatonwithoxcliffepc.org.uk/>



What has your Parish Council been doing?

The Parish Council has had a busy 2019 so far. In January it organised a community litter pick in which 20 volunteers aged 4-76 years collected 30 bags of rubbish in 2 hours. The Council always responds to City and County consultations, sometimes quite forcefully.

The most significant this year have been on the Household Waste Re-cycling centre at Salt Ayre; local Air Pollution, the Lancaster District Plan and the sale of the Mellishaw Park Traveller Site. The Council has regularly monitored and reported such matters as fly-tipping, abandoned vehicles, re-occurring parking violations and potholes and obstructions in the local roads.

The Council year-round manages a range of ground-maintenance activities throughout the parish which include clearing vegetation, pruning, planting and repairing fences and maintaining the area around the Parish stocks and the Parish map near White Lund.

Do you want to make your local area even better?

Lancaster City Council is inviting community groups, organisations and charities to apply to a new fund to improve local public spaces. The council has set aside £100,000 in a *Making Spaces Fund* that aims to make the district a cleaner and greener place. The fund does not replace existing maintenance by the City Council but it hopes, by offering some seed funding, to inspire community groups to 'add value' to existing public spaces or create new ones. Whether it is 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. You can express your interest in the fund at https://www.lancaster.gov.uk/forms/ShowForm.asp?fm_fid=253



The City Council also aims to encourage more volunteering activities based on neighbourliness and taking pride in our local community. When they involve equipment or protective clothing (e.g. weeding or litter picking) the City Council will help and is happy to provide advice. If you are considering applying for the Making Spaces Fund or are interested in developing neighbourhood volunteering, please let the Parish Council know and we will support your application and promote your activities on our website and social media channels. Just email the parish clerk.

Our Lancashire - Community Champions: *Our Lancashire*, part of the Lancashire Volunteer Partnership, is looking for volunteers to join in a new scheme of *community champions*. They will be people who want to be at the heart of the local community. They will be provided with a 'uniform' of a simple 'polo' shirt and a fleece jacket so that they can be a visible point of contact. Their role will be to help to improve communities, to involve themselves in local issues of concern and to encourage residents to help each other. Training and expenses will be provided. The Lancashire Volunteer Partnership is recruiting to other volunteer roles in local communities as well. Visit their website: <https://lancsvp.org.uk/>

How to report a community issue

If you want to report a community issue or problem, you need to direct it to the right Council.

You can report numerous problems and concerns to **Lancaster City Council's** 'Streetscene' service You can report a 'street scene' problem such as fly-tipping, graffiti, dog fouling, litter and bins to the Council online at:

https://www.lancaster.gov.uk/forms/ShowForm.asp?fm_fid=228.

Tell them your contact details and the location, nature and extent of the problem supported by one or more photographs if you have them.

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



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



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 service 'Report It'. Recently revamped to make reporting easier, the system displays a map showing existing issues and their status enabling you to check whether to proceed with the report. You can upload photographs to support your issue:

<https://www.lancashire.gov.uk/roadsparking-and-travel/report-it/>

If you do report an issue, please also inform the Parish Clerk so he can monitor and, if necessary, follow up your report. If you have an issue but don't know whom to contact, please email the Parish Clerk for advice and support.

What is your Parish Council going to do next?

We plan to organise a community clear-up of the pond area in Grosvenor Park; carry out a survey of the needs of residents, particularly those who are vulnerable; provide more litter and dog-fouling bins; mark the centenary of the second major explosion in the White Lund munitions factory in January 1920; organise another community litter pick and promote the relevance to the Parish of the Making Spaces Fund and the Lancashire Volunteer Partnership highlighted in this Newsletter.



Residents Survey

Heaton-with-Oxcliffe Parish Council – Residents’ Survey

The Heaton-with-Oxcliffe Parish Council is a civil council covering a relatively wide area geographically with a mix of urban, rural and business areas, including Grosvenor Park, Priorsgate, Scale Hall Farm, parts of Westgate and Overton and the White Lund Industrial Estate. If you have received information about this survey through your letterbox, you live in this area and the survey applies to you

The Council works at the most local level of local government, closest to where people are. Each year it has public money at its disposal to spend on a range of local services as defined by law (these are much more limited than those of the City and County Councils). The Council seeks to act in the interests of local people, provide services, deal with residents’ enquiries, requests and complaints and aims to achieve best value for money. All residents can attend Council meetings which are normally held 7.00-8.30 p.m. on the third Thursday of each month (excepting August) at the Grosvenor Park Primary School

To help inform our decision making and to involve those for whom we work, we are carrying out a survey of residents’ views. This is to ensure that we are focusing our efforts in the right areas and are communicating with the local community as effectively as possible.

If you live in the Parish (as defined in the first paragraph above) we would like to hear from you. Please respond to the following questions as fully as you can. It should take you only a few minutes.

1. How satisfied are you with the Parish as a place in which to live?

(Choose one)

- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied

2. How satisfied are you with the cleanliness and maintenance of roads, pavements and foot- and cycle-paths in the Parish?

(Choose one)

- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied

3. How safe do you feel living in the Parish?

(Choose one)

- Safe
- Neither safe or unsafe
- Unsafe

4. Do you think that the Parish is a healthy place to live?

(Choose one)

- Healthy
- Neither healthy nor unhealthy
- Unhealthy

5. What are the biggest problems in the Parish?

(Choose up to four)

- Litter
- Noise
- Access to public transport
- Car parking
- Fly-tipping
- Pot-holes
- Over-hanging vegetation
- Vandalism
- Poor Wi-fi coverage
- Access to shops and services
- Lack of public meeting places
- Other (please specify)

6. Are you aware of the work that the Parish Council undertakes on behalf of the local community?

(Choose one)

- Yes
- To some extent
- No

7. If you answered 'yes' or 'to some extent' to question 6, do you think that the Parish Council is doing a good job?

(Choose one)

- Yes
- No
- Don't know

8. Where do you find out about local issues and events in the Parish?

(Choose as many as apply)

- Parish website
- Parish Facebook Pages and /or Twitter account
- Parish noticeboards
- Local newspapers
- From other people
- From other sources
- I don't find out

9. In your view, does the Parish Council communicate well with the local community?

(Choose one)

- Yes
- Sometimes
- No
- Don't know

10. How do you think the Parish Council should spend its money?

(Choose up to three which you support most)

- Improving the environment
- Improving community amenities
- Improving roads, pavements, foot- and cycle- paths
- Responding to the needs of vulnerable residents
- Promotion of health and wellbeing
- Stimulation of interest in parish history and heritage
- Other (please specify)