

**PARISH OF HEATON-WITH-OXCLIFFE**  
**Draft Minutes of the Meeting of the Parish Council held at Grosvenor Park School on**  
**Wednesday 16<sup>th</sup> January 2019 at 7-00 pm.**

**Present:** Councillor Mrs G Kelly - Chair  
 Councillor Mr S Edmondson  
 Councillor Mr I Clift

**1943 Apologies:** Apologies were received from Councillors Mrs M Baxter; Mr W Jackson; Mr P Melling and Mrs K Percy

**1944 Minutes:** It was **RESOLVED** that the Minutes of the meeting held on Wednesday 12<sup>th</sup> December 2018 be approved.

**1945 Declarations on interest:** There were no declarations of interest

**1946 Public discussion and information only updates:**

1. **Public Discussion:** No members of the public were present
2. **Clerk's Report & correspondence:** The clerk reported that he had been working on promoting and finalising the arrangements for the forthcoming *Community Clean Up* – see Agenda item 1953.  
 The agreed Newsletter and Annual Report for 2017/2018 - see also Agenda item 1952 - has now been printed and distributed.  
 The clerk reported on correspondence received and previously circulated, highlighting warnings received from Lancashire Constabulary and Lancashire County Council and proposals of the Office of the Police & Crime Commissioner for Lancashire aimed at recruiting extra officers to support policing.  
 After some discussion, it was **RESOLVED** that the Clerk's Report be noted.
3. **Members matters & information only updates:** There was no updates or other matters – not covered by the meeting Agenda – arising.

**1947 Planning Applications and statutory consultations:**

Application No	Description
18/01330/FUL	Retrospective application for the change of use to a mixed-use unit comprising of a warehouse, brewery and bar/shop, erection of a smoking hut and a fence to form beer garden area - Morecambe Bay Wines And Spirits Co, Newgate, White Lund Industrial Estate, LA3 3BN

After some discussion about the planning proposals, it was **RESOLVED** that no representation be made.

**1948 Planning Application decisions:** Members considered decisions made by Lancaster City Council's Planning Committee in recent weeks. It was noted that decisions had not yet been made on planning applications 18/00424/FUL and 18/0131/CU. It was then **RESOLVED** that the decisions of Lancaster City Council's Planning Committee be noted.

**1949 Accounts for Payment:**

Cheque No.	Payee and Payment Description	Amount
100373	Mr R Bailey – Parish Clerk fees and expenses December 2018	£ 447.62
100374	John Fairclough – Lengthsman duties	£ 100.00

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

**1950 Precept 2019/2020:** Further to the detailed draft budget presented by the clerk at the December meeting of the parish council, Members had further considered the outturn for 2018/2019; draft budget and calculated precept for 2019/2020. Members thanked the clerk for providing the detailed financial information that enabled them to make informed decisions going forward on budget plans and activities.

Members noted that a decision on the precept for 2019/2020 needed to be made at this meeting to meet deadlines for the submission of the precept demand from the principal authority (Lancaster City Council).

After some discussion and having taken planned activities and contingencies for unforeseen calls on the Council's budget, it was **RESOLVED** that the precept for 2019/2020 be set at £10, 548 representing a *Parish Tax Rate* for a Band D property of £15.79 for the year.

**1951 Parish Plan:** Members noted that the planned community clean-up contributed to the planned outcomes in the parish plan and that the actions within the parish plan had been taken into consideration when setting the precept for 2019/2020. The clerk had no further update on the research referred to at the last meeting, which may well require significant and specialist support in any case.

Members commented that opportunities to seek additional funding and develop partnership working should be considered to support the achievement of the planned actions and outcomes for the next three years. It was then **RESOLVED** that the update on the parish plan be noted.

**1952 Newsletter & Annual Report:** As directed by Members, the clerk had drafted for Members approval a report on the Council's key activities in 2017 – 2018.

The report clearly set the work of the council during the year and its main achievements, notably securing funding for the development of Grosvenor Park; its engagement with residents on the plans and the finished product which is now providing a welcome and innovative facility that can be enjoyed by children and accompanying adults.

The report also set out details of the commemoration of the 100<sup>th</sup> anniversary of explosions and loss of life at the former munitions' factory, known as National Filling Factory 13, on the White Lund Industrial Estate.

Also included was a list of *strategic highlights* outlining the numerous consultations and considerations undertaken by the council on behalf of the local community and the wider district, in some cases.

A *financial summary* of the transactions undertaken during the year, both capital and revenue, demonstrates how the council used its money to support the activities and ambitions of the council in 2017 / 2018 and beyond. Finally, the report highlighted the key planned activities in 2018/2019.

The latest newsletter (second draft) and the Annual Report had been agreed by Members by email so that they could be printed and delivered to all residents ahead of the Community Clean-Up, details of which had been incorporated within the draft Newsletter

The clerk reported that the newsletter and annual report had both been printed and distributed in the week before the community clean up.

After some discussion, it was **RESOLVED** that Members confirm that the annual report, as drafted, provides a good summary of its activities in the financial year 2017/2018 and that the update on the latest addition of the newsletter and its production and distribution together with the annual report be noted. .

**1953 Community Clean-up:** The clerk reported that, following Member approval, he had posted information about the forthcoming *Community Clean Up* on the parish council website and Facebook and Twitter pages.

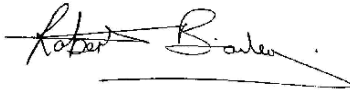
The poster for the event had been sent to Lancaster City Council, Lancaster & Morecambe College and Grosvenor Park School. The college and school had agreed to distribute to, and via, their students and all will post details in websites and social media.

The completed risk assessment had been send to Lancaster City Council and endorsed by them. The clerk will be collecting grabbers; Hi-Viz jackets; protective gloves and rubbish bags the day before the event. Councillor Edmondson and the clerk will 'walk' the length of the litter pick prior to the event, but the whole event will be limited to a duration of two hours with drinks and biscuits being provided at the end, supported by Members.

It is unclear, at this stage, how many volunteers will be joining Members on the day, but we hope for good support and a dry day!

It was then **RESOLVED** that the clerk be thanked for his efforts in arranging the community litter pick.

**1954 Date & time of next meeting:** The Clerk advised that the next meeting of the Parish Council will be held on **Wednesday 13<sup>th</sup> February 2019 at 7:00pm**. The meeting closed at 8:10pm

  
Clerk

Signed: \_\_\_\_\_Chair