

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at Grosvenor Park School on
Wednesday 11th October 2017 at 7-00 pm.

Present: Councillor Mr W Jackson - Chair
Councillor Mrs M Baxter
Councillor Mr I Clift
Councillor Mrs G Kelly
Councillor Mr P Melling
Councillor Mr K Percy

1779 APOLOGIES: Apologies were received and accepted from Councillor Mr S Edmondson

1780 MINUTES: Councillor Mr K Percy noted that an update on progress against the Parish Plan 2014 – 2017 had not been included on the Agenda as requested at the September meeting, nor had this request being included within the Minutes of that meeting. The Clerk acknowledged that he had not had an opportunity to review and report progress against the Parish Plan. It was **RESOLVED** that Minutes of the meeting held on Wednesday 13th September be approved, subject to amendment to record that there had been a discussion on progress against the Parish Plan.

1781 DECLARATION OF INTERESTS: There were no declarations of interest

1782 ADJOURNMENT FOR PUBLIC DISCUSSION AND TO PROVIDE 'INFORMATION ONLY' UPDATES ON ACTIVITIES IN RECENT WEEKS:

- 1) The Clerk and Members reported on the following issues, activities and actions since the last meeting of the Council, for information only.
 - a) The Clerk presented his report providing an update on activities since the last meeting including:
 - Contact has been made with Alpha Engravings requesting a quotation to replace the existing sign at Grosvenor Park. Councillor Mr P Melling agreed to take this up and report back;
 - No response had yet been received about the planned arrangements with Lancaster City Council regarding possible part funding of the costs to remove and replace the fencing around the perimeter of the water culvert in the grassed area adjacent to Grosvenor Park Play area.
 - Fly-tipping at Moss Road including a variety of garden building and household waste that has restricted the access that a local dairy farmer has to his property. It was acknowledged that this area is a 'hot-spot' for fly-tipping. There was a general discussion about the behaviours of those that carry out this unlawful activity; the difficulties of getting a successful prosecution and what the City and Parish Council can do to minimise it occurring and its impact on the environment and residents. It was noted that the City Council are planning to invest in a strategy for reducing fly tipping and proactive enforcement. A number of options, separately and/or working collaboratively with the City Council will be considered further going forward;
 - Councillor Mr K Percy has recently completed a form nominating the Powerhouse – Bay Scaffolding site as a significant local heritage building given its history as a World War 1 munitions factory. The nomination will be added to a list being compiled by Lancaster City Council of buildings of historical or architectural importance that is not covered by statutory legislation.
 - b) Two issues/concerns have been reported on fixmystreet, being: several deep potholes at the junction of Oxcliffe Road and Westcliffe Road and fly-posting close to Roeburn Drive. Both matters have since been addressed.

- c) Councillor Mr P Melling reported that there continues to be an issue with overhanging branches on footpaths, the cycle-track and a playing field around the Grosvenor Park are that are in need of attention.
- d) Councillor Mrs M Baxter reported that no action has been taken by Royal Mail to replace the post box that they had previously been removed. The tops of drains along Heaton Bottom Road are covered in detritus and need addressing.

The meeting was then reconvened

1783 PLANNING APPLICATIONS

17/01038/CU	Change of use of land for the siting of 11 holiday caravans – Mr S lee, Land off Green Lane, Heaton-with-Oxcliffe, Morecambe
17/01159/FUL	Installation of a roof between existing farm buildings to create covered yard – Mr Alan Bargh, North Farm, Moss Road, Heaton-with-Oxcliffe, Morecambe LA3 3ES

Members had previously been circulated with details of the above applications and related documents via the Lancaster City Council, Planning Portal. Members made general comments/observations on the planning applications received and it was then **RESOLVED** that no representations be made

1784 ACCOUNTS FOR PAYMENT:

100324	Mr J Fairclough – Ground Maintenance and Parish Lengthsman duties	£88.17
100325	Lancaster City Council – Hire of room at Morecambe Town Hall	£46.28

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

1785 To consider Income and Expenditure for the Quarter ended 30 September 2017. The Clerk presented the Income and Expenditure accounts for the Quarter ended 30 September 2017.

The Clerk informed Members that £5,000 had been received from The Galbraith Trust towards the Grosvenor Park Play Are fund. As requested by the funders 10% of the funds to be provided by the Banks Group (£5,000) and the Lancashire Environmental Fund (£3,300) had been paid in the second quarter of the year.

The balance in the Parish Council's finds as at 30 September 2017 was £18,828.78.

Members asked various questions before it was **RESOLVED** that the Income and Expenditure for Quarter 2 of the financial year be noted and approved.

1786 The Clerk informed Members that as part of a *Sustainable Settlement Review* in support of decisions made through the developing Local Plan for the Lancaster District, Lancaster City Council are asking Parish Council's to aid data collection through the completion of a *Parish Council settlement questionnaire*.

Members were advised that a Planning Officer will be conducting a Site Survey of each of the settlements and that the information provided through the questionnaire will feed into the overall assessment of each settlement. This will help to consolidate and add a greater level of detail and understanding of the service and facility provision within each settlement. The final Sustainable Settlement Review will be shared with the Parish Council.

After some discussion, it was **RESOLVED** that the Clerk and Councillor Mr P Melling liaise to complete and return the questionnaire to Lancaster City Council.

1787 Members considered an update on the Grosvenor Park Play Area project. The Clerk reported that following the successful application for funding from the Big Lottery – Awards for All scheme, confirmation had now been received that a BACS payment of £9,746 would soon be paid into the Parish Council's account.

The Clerk also updated Members on the site meeting with Wicksteed and Lancaster City Council and a subsequent pre-installation meeting between Wicksteed and the established Project Board. It was reported that some changes had been made to the original plans for safety reasons, specifically the installation of a second gate and attached hardstanding and repairs to the existing fencing. The new gate will be positioned at the corner of the Play Area on Lune Drive. There has been no changes to the number and type of play equipment to be provided.

Questions about the potential risk of anti-social behaviour (ASB) continue to be raised. Whilst it has to be recognised that it will not be possible to 'police' the play area 24/7, on the advice of our experienced practitioners from both Wicksteed's and the City Council, the Project Board decided to remove two 'Windsor' picnic tables from the original design. This was done with the aim of reducing ASB and in recognition that the play area has been designed for children up to the age of 12.

The Clerk reported that the changes had made no difference to the overall cost of the project.

Subject to the Lancaster City Council setting up the accountancy records for the project and giving the go-ahead work is expected to start on site on 13th November and will be completed by 15th December, subject to favourable weather conditions.

The contractors normal working hours will be 08:00 to 17:30 and whilst there will inevitably be some noise generated during construction the contractors have made a commitment to keep it to a minimum.

After some discussion, it was **RESOLVED** that the update on the Grosvenor Park Play Area project be noted and that the Clerk draft for agreement and publication Issue 8 of the Parish Council Newsletters providing residents with up-to-date information about the project and advising about the minimal noise and disruption that there will be in the early stages of development.

1788 Councillor Mr K Percy reported on the work that he and the Clerk did to produce and publish a special edition of the Parish Council Newsletter on the explosions that took place at the National Filling Factory 13 at White Lund on 01 – 03 October 1917. Councillor Percy informed Members that the Newsletter had been put together and distributed to residents within the parish in a very short timescale. Councillors commented on the high quality of the document. It was noted that the Newsletter and the plans to commemorate the event had generated a lot of positive interest.

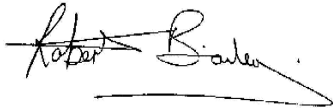
Councillor Percy and the Clerk then updated Members of changes to the planned event to commemorate the disaster that had become necessary after Lancashire County Council had, on Legal advice, changed their stance on the type and location of any commemorative plaque. Lancashire County Council were now suggesting that a 'non-decorative' plaque or stone tablet could be placed at the corner of Northgate, White Lund Estate and Ovangle Road.

Councillor Percy and Clerk had since met with the Stonemason and discussed the possibility of an 18' x 12' black granite being set on a stone base engraved with the wording previously agreed by Members. It was reported that subject to Member agreement the tablet would be ready within 10 days and would cost a maximum of £610. Members were also advised that a local historian had been in contact with the Parish Council suggesting a location in the centre of the White Lund Industrial Estate being the grassed area at the top of Northgate on White Lund Industrial opposite Busy Bees Children's Centre.

Councillor Percy then set put details of a proposed candlelit ceremony on Sunday 29th October commencing at 5:00pm.

After some discussion, it was **RESOLVED** that Councillor Percy and the Clerk be thanked for their efforts and that approval be given to the purchase of a black granite tablet to be placed at the corner of Northgate, White Lund Estate and Ovangle Road. It was further **RESOLVED** that arrangements be finalised for a candlelit ceremony to be held on Sunday 29th October 2017, commencing at 5:00pm and details be included within Issue 8 of the Parish Council Newsletter.

1789 The Clerk advised Members that the next meeting of the council will be held on **Wednesday 08th November October 2017 commencing at 7:00pm.** The meeting closed at 8:30pm

A handwritten signature in black ink, appearing to read "Robert Bailey". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Clerk of the Council