

**PARISH OF HEATON-WITH-OXCLIFFE**  
**Minutes of the Meeting of the Parish Council held at Grosvenor Park School on**  
**Wednesday 10<sup>th</sup> January 2018 at 7-30 pm.**

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

**1813 APOLOGIES:** There were no apologies received but the Clerk had informed Members that due to work commitments he would be arriving a little late to the meeting. Councillor Percy took notes of the meeting until his arrival.

**1814 MINUTES:** It was **RESOLVED** that Minutes of the meeting held on **Wednesday 13th December 2017** be approved.

**1815 DECLARATION OF INTERESTS:** There were no declarations of interest

**1816 ADJOURNMENT FOR PUBLIC DISCUSSION AND TO PROVIDE 'INFORMATION ONLY' UPDATES ON ACTIVITIES IN RECENT WEEKS:**

The Clerk and Members reported on the following issues, activities and actions since the last meeting of the Council, for information only.

1. Members had received the Clerk's report prior to the meeting which outlined the following updates and matters arising:
  - a) The Lengthsman has visited Ransom Court (off Crewgarth Road) following a complaint from a local resident about overhanging trees. The Lengthsman reported that some large trees need managing as they are in a small area and a couple of large conifers are touching property. Shrub beds would also benefit from being tidied up. - Lancaster City Council, Public Realm have been notified;
  - b) The Parish Council has been informed that numerous vehicles are parking on the pavements near Grosvenor Park School during school times including many that cause an obstruction for pedestrians and parents, especially those with young children and prams. Some vehicles are parked on the pavement for most of the day. It is recognised that powers to do anything about this are limited but the matter will again be raised with the Police Community Officer and monitored;
  - c) A resident witnessed litter being dropped on Hyndburn Close apparently by students from Lancaster & Morecambe College. The Clerk has since met with senior officers at the College who advised that they try to minimise the amount of time that students are off the premises. One member of staff conducts daily litter checks, although this is generally early in the morning. The College are keen to work collaboratively with the Parish Council on this, and other matters in the future. Contact has also been made with ASDA to discuss the litter problem and management have agreed, in principle, to meet with the Parish Council to discuss the issue further.
  - d) Members are invited to attend the next meeting of the City Council's Budget and Performance Panel on Tuesday 23rd January 2018 at Morecambe Town Hall commencing at 6:00pm. There will be an opportunity to ask questions on, the 2018-2019 Budget Proposals for Lancaster City Council; Lancashire County Council; Lancashire Police and Crime Commissioner and the Lancashire Fire and Rescue Service.

2. Councillor Melling reported that since the area around the pond on Grosvenor Park had been cleared, there had been a marked reduction in the amount of litter that had been dropped / caught up in the trees / hedges and overgrowth.
3. Further to the quotations received to replace the worn sign at the entrance to Grosvenor Park, delegation has been given to Councillor Melling and the Clerk to spend a maximum of £500.
4. It was reported that no action had been taken over the faded white lines at the junction to Middleton Road and to the drains blocked on Heaton Bottom Road. The Clerk was requested to raise the matters again.
5. It was noted that an account of the Commemoration Ceremony on October 29th 2017 for the Centenary of the White Lund Explosions, and the unveiling of the Commemorative plaque, was ready to be added to the Parish website. It contained the contributions by the Chair and by Councillor Percy and the names of those who died in the disaster.
6. It was agreed that at future meetings of the Council the practice of a formal signing of the minutes by the Chair would be resumed.

Members noted the update on actions reported by the Clerk and Councillors and asked for updates on the matters raised as necessary. The meeting was then reconvened

#### 1817 PLANNING APPLICATIONS

17/0109/FUL	Erection of an agricultural livestock building, Mr E Thornton, Downlands Farm, Moss Road, Heaton-with-Oxcliffe Parish Council, LA3 3ES
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It was **RESOLVED** that no representation be made on the above planning application. Further to the discussion at the December meeting regarding the decision of Lancaster City Council's Planning Committee to refuse application 17/00868/FUL - demolition of the factory building and erection of four industrial units on Northgate, White Lund - it was **RESOLVED** that the Clerk write to the applicants requesting a meeting with three members of the Council ( the Chair, Councillors Clift and Percy) plus the Clerk to discuss the community importance of the Power House building of the former National Filling Factory and ways forward following the recent planning application decision. Councillor Clift would be able additionally to represent Morecambe Town Council at a meeting.

#### 1818 ACCOUNTS FOR PAYMENT:

100335	John Fairclough, Grounds Maintenance and Lengthsman Duties	£100.00
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It was **RESOLVED** to that the above account(s) be paid.

**1819** The Clerk joined the meeting at this point and reported that there had been further delays in the redevelopment of Grosvenor Park Play Area which had extended the date for completion to **19th January 2018**, almost six weeks after the scheduled completion date. This has been due to a delayed start following the floods at the end of November and equipment not being ready in time; unforeseen groundworks and the poor weather conditions.

Members were reminded that the latest completion date will slip further if the temperature falls below 6 degrees centigrade as wet-pour for the playground surfacing cannot be laid in cold conditions.

On the positive side, concerns about excessive noise and dust and traffic disruption have not materialised and there have been no complaints from residents in the area during the excavation and build. Whilst the delays have been frustrating it is expected that they will not detract from the overall quality of the final product.

Members requested sight of the design, wording and location of the sign(s) being provided by Lancaster City Council so that they could suggest amendments if necessary.

They pointed out that there would in future be two entrances to the Play Area. There was then a discussion about the arrangements for the 'official opening' and it was suggested that children from Grosvenor Park County Primary School be invited to attend and officially open the play area on the last day of the February term. It was then **RESOLVED** that the update on the Grosvenor Park Play Area project be noted and that the Clerk liaise with the Headteacher of Grosvenor Park School on the date and arrangements for the official opening of the Play Area.

**1820** The Clerk reminded Members about the main aims of a **Community Emergency Plan** and informed them that advice and support is available from Mark Bartlett, Civil Contingencies Officer, Lancaster City Council and through a network of other Parish and Town Councils who have experience of developing a robust plan and procuring equipment needed in an emergency.

There was some discussion around the approach to be taken to develop a Community Emergency Plan for this Parish through a 'task group' set up for this purpose. Volunteers and suggestions for task group members included Councillors Jackson, Edmondson and Melling and representatives from local organisations and residents are to be invited to get involved as required.

The Clerk advised that the Civil Contingencies Officer has arranged a meeting of the Lancaster Community Emergency Plan Groups to discuss what has been learned from the recent flooding events, and any other issues that the group wishes to raise. The meeting will be held on **Monday 26th February 2018 at 7pm at the Victoria Institute, Caton.**

It was then **RESOLVED** that the Clerk carry out further research on the format and content of other local Community Emergency Plans and that a '**task group**' be set up to with responsibility for developing a **Heaton-with-Oxcliffe Community Emergency Plan.**

**1821** The Clerk had previously presented a paper of the forecasted balances as at 31<sup>st</sup> March 2018; the expected net revenue position and budget requirements to fund plans for the financial year 2018 / 2019.

The Clerk advised that the paper provided a basis for determination of the **Parish Council's precept demand from Lancaster City Council for 2018 / 2019.** Members commented on the draft budget and balances and the resultant calculation of the precept for 2018 / 2019.

It was acknowledged that by the end of 2017 / 2018 balances will be reduced as a result of significant achievements during the year, notably the completion of the revitalised Grosvenor Park Play Area and the replacement of fencing around the water culvert off Lune Drive to mitigate risks to young children.

Taking into account the reduced balance, planned net expenditure for 2018 / 2019 and contingencies it was **RESOLVED** that the precept demand for 2018 / 2019 be **£10,312** representing a chargeable precept for a Band D property of **£15.53**

**1822** Members considered **Lancashire County Council's Parish and Town Council's Newsletter.** The newsletter includes details of available grant funding and warnings about **modern slavery and human trafficking** being perpetrated by organised crime. Specialist help is available 24/7 from the **national modern slavery helpline on 0800 121 700.**

The newsletter also includes advice on how to avoid scams that can seriously blight the lives of ordinary people and provided details of the support offered by **Friends Against Scams**, operated by the National Trading Standards organisation.

There is further advice on how to be prepared for flooding and how to stay well this Winter.

It was **RESOLVED** that the Lancashire County Council, Parish and Town Council's Newsletter be noted.

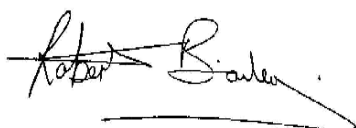
**1823** The Clerk reported that Lancaster City Council have launched the first stage of a review into whether current arrangements for parish councils and meetings across the district are fit for purpose or could be improved. Following a process known as a **Community Governance Review** the aim is to '*ensure that all areas have improved community engagement, more cohesive communities, better local democracy and a more effective and convenient way to deliver local services*'

It was explained that parish councils and residents have been invited to raise any issues for detailed consideration in the next stage of the review. Submissions must be made by the extended deadline for consultation of **Wednesday 31st January 2018**.

It was noted that the Parish Council has previously discussed its status and considered other governance arrangements, including the option to become a 'neighbourhood council'. Members have also discussed at length the responsibility and accountability of the Parish Council and its powers and duties.

It was **RESOLVED** that the Parish Council is generally satisfied with current arrangements, did not, at this time, wish to raise any specific matters as part of the Community Governance Review and wished a letter to be sent to the Review to this effect

**1824** The Clerk advised that the next meeting of the Parish Council will be held on **Wednesday 14th February 2018 at 7:00pm**. The meeting closed at 8:25pm



Clerk of the Council

Chair