

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Summons to attend the Parish Council Meeting on Thursday 16th September 2021 at Grosvenor Park School Commencing at 7:00pm.

Due to the COVID-19 Restriction's members of the public wishing to attend the meeting may do so by contacting the Parish Clerk up to 24 hours prior to the planned meeting start time. Alternatively, members of the public can contact the Parish Clerk and submit a question(s) for consideration at the meeting.

A G E N D A

2306. To receive apologies
2307. To consider & approve Minutes of the Meeting held on Thursday 15th July 2021
2308. To receive Declarations of Interest
2309. 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
2310. To consider the current restrictions and implications and possible actions by the Parish Council due to the COVID19 Pandemic
2311. To consider the list of planning applications set out below

Application No:	Description
21/00571/ADV	Advertisement Application for the display of an internally illuminated fascia sign. Unit 4, 1 Southgate, White Lund, LA3 3PB. (sent to Councillors for comment 16.08.2021)
21/00881/FUL	Demolition of existing warehouse and erection of replacement warehouse. The Carpetman, Unit 5A, Southgate, White Lund, LA33PB. (sent to Councillors for comment 05.08.2021)

2312. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions August/September 2021
2313. To authorise payment of the following accounts:

Payment Description	Amount
John Fairclough - Lengthsman duties July 2021 (paid)	£226.00
John Fairclough - Lengthsman duties August 2021	£212.00
Adrian Osmotherley - Parish Clerk Fees and Expenses July 2021 (paid)	£510.13
Adrian Osmotherley - Parish Clerk Fees and Expenses August 2021	£510.13
Grosvenor Park School - Meeting room hire July 2021 (paid)	£50.00

2314. To consider the Parish Council Plan 2021 to 2024
2315. To consider the date and time of next meeting

Parish Clerk
106 Broadway
Morecambe, LA45XZ
Tel: 07916029265 Email: clerk@heatonwithoxcliffepc.org.uk

8th September 2021

PARISH OF HEATON-WITH-OXCLIFFE

Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 16th September 2021 at 7:00 pm.

Present:

Councillor Mr W Jackson (Chair)
Councillor Mrs G Kelly (Deputy Chair)
Councillor Mr P Melling
Councillor Mr D Wright

In Attendance:

Adrian Osmotherley - Parish Clerk

2306 Apologies: Apologies were received from Councillors Mrs M Baxter, Mr J Simmons, and Mr K Percy (due to ill health).

2307 Minutes: It was **RESOLVED** that the minutes of the meeting held on Thursday 15th July 2021 be approved.

2308 Declarations of interest: There were no declarations of interest.

2309 Public discussion and information only updates:

1. **Public discussion:** There were no members of the general public present at the meeting. No issues/comments were raised by members of the public to the Parish Clerk in advance of the meeting for discussion.

The Parish Clerk presented his report setting out updates on previous actions, activities, resolutions, and correspondence received as follows;

The Parish Council had been copied into correspondence relating to a complaint from residents living on Dunstop Gardens within the Grosvenor Park estate. Tree cutting/pruning works had been carried out by an arborist contractor and the cuttings/waste had been left in the storm drainage ditch nearby. Concerns were raised by a resident that the waste consisting of logs and branches may cause a blockage to the storm water pipework steel grills when the drainage ditches become flooded due to rain fall. The concerns of the residents had been passed to Lancaster City Council, who the residents believed, had given permission for the arborist contractor to carry out the works. After a lengthy discussion Councillors agreed that they would monitor the situation in the short term. The Parish Clerk advised that he would request updates from the resident who had contacted Lancaster City Council to express their concerns. The Parish Clerk asked Councillors to consider the Precept application for 2022-23 and potential projects where additional funds could be requested to enable works and/or improvements within the Parish to be carried out.

2. **Parish Councillors (Councillors) matters & information only updates:** The Chair asked for Councillors with updates or information to report:

Councillor Melling raised his concerns about the general condition of the verges and grassed areas within the Parish. He also raised concerns regarding the Grasslands Management Strategy and how this was being applied across the Parish. A discussion was held by Councillors about a number of locations where the verges and grassed areas within the Parish were not being maintained and were becoming overgrown. Councillors agreed that they would consider their Ward and provide details of areas of concern to the Parish Clerk who would in turn pass these details onto either Lancashire County Council (highway and footway related verges and grassed areas) or Lancaster City Council who maintain grassed areas that are not adjacent to the carriageway and footway. Councillors also requested that the Parish Clerk would pass on these concerns to County Councillor Charlie Edwards for his information and

support.

Councillor Melling raised concerns over a section of footway that had been blocked near to Lune Drive within the Grosvenor Park. Councillor Melling said he would provide some pictures to enable the Parish Clerk to report the issue to Lancaster City Council.

Councillor Melling raised concerns about the general condition of Portland Drive Play area. He advised that the play area was tired looking and there was damage to some of the equipment especially the swings. He agreed to provide some pictures to enable the Parish Clerk to report the issue to Lancaster City Council.

Councillor Wright provided an update following an earlier report in July from a resident about rat infestation in and around the Cathedral Drive housing estate. Councillor Wright advised that residents had agreed amongst themselves that they would each try and maintain the area of grassed land opposite their properties up to the perimeter fence that had been erected to prevent access into the pond area. Hopefully this will reduce the risk of further rat infestation.

Councillor Wright also provided an update following the reports of anti-social behaviours on and around the grasslands and play areas adjacent to Cathedral Drive. Since the last report there had been no further instances of anti-social behaviours.

Councillor Wright advised that a resident has passed on their health and safety concerns to him about a short cut that had been made between Green Lane and the footway on Salisbury Close. A fence had been erected some time ago to prevent this access, but the fence had been taken down by people using the short cut. Councillor Wright said he would provide some pictures of the area. The Parish Clerk said he would pass on these concerns to Lancaster City Council.

Councillor Kelly suggested that the Parish Council look at supplying three further litter bins within the Parish. Councillors were asked to consider possible locations for the litter bins ahead of the next meeting.

Councillor Kelly commented on the stocks area and said the additional cleaning and maintenance works to the block paving area around the stock was a vast improvement. The Parish Council would like to pass on their gratitude to the Lengthsman (John Fairclough) for all his work in carrying out the cleaning and maintenance.

2310 To consider the current restrictions, implications, and possible actions by the Parish Council due to the COVID-19 pandemic:

Once again, the Parish Council meeting was held face-to-face. Parish Council meetings would continue to be held face-to-face for the immediate future.

2311 Planning applications and statutory consultations:

Application No	Description
21/00571/ADV	Advertisement Application for the display of an internally illuminated fascia sign. Unit 4, 1 Southgate, White Lund, LA3 3PB. (sent to Councillors for comment 16.08.2021)
21/00881/FUL	Demolition of existing warehouse and erection of replacement warehouse. The Carpetman, Unit 5A, Southgate, White Lund, LA33PB. (sent to Councillors for comment 05.08.2021)

Councillors had received the information prior to the meeting relating to the above new planning applications/statutory consultations received during the period for their comment as there was no meeting held in August. The majority of Councillors had responded and supported in principle both the above applications.

2312 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for August/September which had been sent to Councillors in advance of the meeting. The Parish Clerk provided a brief summary of the updates to planning applications as follows.
Application **21/00372/FUL**: had been permitted on the 23.07.2021.
Application **21/00378/FUL**: had been permitted on the 22.07.2021.
Application **21/00100/FUL**: prior approval had been granted on 19.08.2021.

2313 Accounts for payment:

Payee and Payment Description	Amount
John Fairclough - Lengthsman duties July 2021 (paid)	£226.00
John Fairclough - Lengthsman duties August 2021	£212.00
A Osmotherley - Parish Clerk fees & expenses July 2021 (paid)	£510.13
A Osmotherley - Parish Clerk fees & expenses August 2021	£510.13
Grosvenor Park School - Meeting Room Hire July 2021 (paid)	£50.00

The Parish Clerk advised that Councillors had received invoice details for all the above payments in advance of the meeting. The Parish Clerk advised Councillors that the invoices identified as paid had been agreed in August via email correspondence as there was no Parish Council meeting held in August. A discussion was held by Councillors. It was **RESOLVED** that payment for the remaining invoices would be made.

2314 To consider the draft Parish Council Plan 2021 to 2024:

The Parish Clerk had forwarded an updated version of the Parish Council Plan identifying Councillor Lead preferences for each Key Goal following agreement at the last meeting. The Parish Clerk asked Councillors to provide details of any actions they had taken in support of the Key Goals so he could update the Parish Council Plan. Details of any updates would be circulated to Councillors periodically as well as an updated version placed on the Parish Council website.

2315 Date & time of next meeting:

The next meeting of the Parish Council will be held on **Thursday 21st October 2021 at 7:00pm.**

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence – July/August/September 2021



Date	Sender	Topic	Distribution
10.07.2021	Parish Clerk	Meeting 15.07.2021 Agenda Summons and Supporting Information	All Councillors
16.07.2021	Parish Clerk	Councillors' Wards	All Councillors
22.07.2021	Parish Clerk	Parish Council Meeting September 2021- confirmation of date of next meeting	All Councillors
22.07.2021	Victim Support	Victim Support's Parish Council Appeal	All Councillors
22.07.2021	Lancaster City Council - Community Connectors Team	Community Briefing: NHS, Police and Lancaster City Council - Friday 16th July 2021	All Councillors
24.07.2021	Parish Clerk	Meeting Minutes 15.07.2021 Draft for Consideration	All Councillors
28.07.2021	Lancaster City Council Regeneration Support	Regulation Consultation of the Climate Emergency Review of the Local Plan start 23 July 2021	All Councillors
30.07.2021	Parish Clerk	Potholes A4 poster and Report It - Lancashire County Council	All Councillors
30.07.2021	Parish Clerk	Parish Plan 2021 to 2024 - Update	All Councillors
30.07.2021	Parish Clerk	Parish Council Meeting Minutes 15.07.2021	All Councillors
03.08.2021	NHS	NHS Blood and Transplant needs your help	All Councillors
03.08.2021	Parish Clerk	Party on field	All Councillors
03.08.2021	Parish Clerk	Rave!	All Councillors
03.08.2021	Parish Clerk	Part 2 Party on the field – resident response	All Councillors

Heaton with Oxcliffe Parish Council Correspondence – July/August/September 2021



Date	Sender	Topic	Distribution
03.08.2021	Parish Clerk	Parish Council Consideration Regarding David Wright Suggestion	All Councillors
04.08.2021	Neighbourhood Alert	Potential Travel Disruption In Morecambe Tomorrow 04/08/2021	All Councillors
04.08.2021	Parish Clerk	Abbeydale Sign	All Councillors
05.08.2021	Lancaster City Council Planning Department	Planning Application for Consideration	All Councillors
07.08.2021	Parish Clerk	July Invoices for Agreement	All Councillors
09.08.2021	Lancashire County Council	THE QUEEN'S AWARD FOR VOLUNTARY SERVICE - FINAL CALL FOR THE 2022 AWARDS	All Councillors
09.08.2021	Carnforth Town Council	Carnforth Street Festival Saturday August 21st	All Councillors
09.08.2021	Lancaster City Council - William Griffith	Common Areas/Land Within HWO Parish	All Councillors
09.08.2021	Parish Clerk	Monthly Website Hits/Visits Information	All Councillors
10.08.2021	Lancaster City Council - William Griffith	Common Areas/Land Within HWO Parish - update	All Councillors
10.08.2021	Lancaster City Council - William Griffith	Common Areas/Land Within HWO Parish – further update	All Councillors
16.08.2021	Lancaster City Council - Democratic Services Department	Changing Places Toilets	All Councillors

Heaton with Oxcliffe Parish Council Correspondence – July/August/September 2021



Date	Sender	Topic	Distribution
16.08.2021	Lancaster City Council - Planning Department	Planning Application for Consideration	All Councillors
20.08.2021	UHMB Hospitals	University Hospitals of Morecambe Bay NHS Foundation Trust statement	All Councillors
24.08.2021	Lancaster City Council - Regeneration Support	Latest Consultations	All Councillors
01.09.2021	Lancashire County Council - Trading Standards Department	Trading Standards - Consumer Alerts for September 2021	All Councillors
04.09.2021	Parish Clerk	Refurbishment of the Stock Area	All Councillors
07.09.2021	Parish Clerk	Draft Agenda/Summons for Consideration	All Councillors
10.09.2021	RBLI	Preparation for Remembrance	All Councillors

Planning Application Comments & Decisions

July/August/ September 2021



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Oxcliffe Road & Mellishaw Lane, Morecambe, Local Safety Scheme.	Councillor Comments Passed to Design Team	Await Formal Approval of the Scheme
21/00373/FUL: Change of use of Industrial unit (B20) to cars showroom. Unit 1, Fellgate, LA3 3PE.	Support in Principle	Awaiting Decision
21/00372/FUL: Reconfiguration of site layout and change of use of land including the removal of two cabin buildings, relocation of one and siting of two replacement cabins. ENWL Depot, White Lund Industrial Est, LA3 3PB.	Support in Principle	Application Permitted (23.07.2021)
21/00388/FUL: Roof lift to existing industrial buildings. Trixtan Contract Services, Woodgate, LA3 3PS.	Support in Principle	Application Permitted (22.07.2021)
21/00838/PAM: Prior approval for the installation of a 20m monopole and associated equipment cabinets, public footway off Overage Road, Morecambe. <u>(Note approval granted for 15m pole)</u>	Not Supported	Prior Approval Granted (19.08.2021)
21/00100/FUL: Erection of a two-storey rear extension and construction of a front porch, 1 Roeburn Drive, Morecambe, LA3 3RY.	Not Supported	Awaiting Decision
21/00837/FUL: Demolition of an existing conservatory and replacement with a single storey rear extension, 34 Cathedral Drive, HWO, LA3 3RE.	Support in Principle	Awaiting decision