

# **HEATON-WITH-OXCLIFFE PARISH COUNCIL**

## **MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**Summons to attend the Parish Council Meeting on Thursday 18<sup>th</sup> November 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**

2326. To receive apologies
2327. To consider & approve Minutes of the Meeting held on Thursday 21<sup>st</sup> October 2021
2328. To receive Declarations of Interest
2329. 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
2330. To consider the current restrictions and implications and possible actions by the Parish Council due to the COVID19 Pandemic
2331. To consider the list of planning applications set out below

<b>Application No:</b>	<b>Description</b>

2332. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions October/November 2021
2333. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
John Fairclough - Lengthsman duties October 2021	£100.00
Adrian Osmotherley - Parish Clerk Fees and Expenses October 2021	£886.13
Grosvenor Park School - Meeting room hire October 2021	£50.00
RBLI Unknown Soldier Tommies (paid for by Parish Clerk and reclaimed in expenses)	£376.00

2334. To consider the Precept application for 2022 to 2023
2335. To consider the date and time of the next meeting

**Parish Clerk**  
**106 Broadway**  
**Morecambe, LA45XZ**  
**Tel: 07916029265 Email: [clerk@heatonwithoxcliffepc.org.uk](mailto:clerk@heatonwithoxcliffepc.org.uk)**

**14<sup>th</sup> November 2021**

**PARISH OF HEATON-WITH-OXCLIFFE**

**Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 18<sup>th</sup> November 2021 at 7:00 pm.**

**Present:**

Councillor Mr W Jackson (Chair)  
Councillor Mrs G Kelly (Vice Chair)  
Councillor Mrs M Baxter  
Councillor Mr P Melling  
Councillor Mr D Wright

**In Attendance:**

Adrian Osmotherley - Parish Clerk

**2326 Apologies:** Apologies were received from Councillor Mr J Simmons and Councillor Mr K Percy due to ill health

**2327 Minutes:** It was **RESOLVED** that the minutes of the meeting held on Thursday 21<sup>st</sup> October 2021 be approved.

**2328 Declarations of interest:** There were no declarations of interest.

**2329 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 cuttings/waste left in the storm drainage ditch at Dunstop Gardens within the Grosvenor Park estate Lancaster have still not been removed by the contractor working on behalf of Lancaster City Council.

County Councillor Charlie Edwards secretary has arranged a face-to-face meeting with the Chair and Parish Clerk to discuss a number of issues and concerns discussed by the Parish Council at recent meetings. The meeting is planned to be held on the 20.12.2021. The Chair asked Councillors to send to him Parish related topics/concerns to be raised at the meeting.

The meeting at Portland Drive play area was held with Lancaster City Council (LCC) representatives. Councillors Melling, Kelly, Simmons and Wright attend the meeting. Discussions were held about what could be done to improve the area. It was agreed that the priority for the Parish Council was to refurbish the young children's play area. Costs for this refurbishment were estimated at around £10,000.00. The Parish Council agreed that it would look at sourcing funding through external business and charitable organisations as well as using some funds from the Parish Council budget.

Stephanie Gray who is the LCC Engagement and Development Officer also advised Councillors of the future plans for grassland areas within the Parish under the Grasslands Management Strategy and the process involved in identifying and allocating areas of Council owned land for possible plug planting. An area close to the Portland Drive play area had been allocated for plug planting in 2022. A discussion was held by Councillors and Councillor Wright agreed that he would keep the Parish Council advised of progress once the plug planting starts.

During the meeting The Parish Clerk also agreed with Mark Henry, who is the Play Area Maintenance Supervisor, for the fence to be replaced at Green Lane adjacent to the footway on Salisbury Close that is being used as a cut through.

The Parish Clerk advised that he had reported the recent incident on the stretch of the cycle/footpath near to Asda where Councillor Melling had witnessed a young adult throwing litter away into an adjacent hedge. When challenged one of the young adults verbally abused Councillor Melling. The incident was reported to Lancaster and Morecambe College via their online complaints and compliments reporting system. A response had been received from the College who had advised that they were investigating the incident. The Parish Clerk had also reported the details of the incident to the Local PCSO for their information.

The two Unknown Soldier Tommies had also been purchased and erected in the flower bed area adjacent to the stocks area on the roundabout at the junction with the A683 and B5273. Permission had been sought and confirmed from Lancashire County Council prior to the two Tommies being erected. The Parish Clerk advised that he would continue to try and establish a contact to enable permission for a Tommy to be erected in 2022 adjacent to the memorial near to ASDA at the entrance to the White Lund Trading Estate.

The bin erected in the wrong position on the cycle side of the cycle/footway near to ASDA has now been relocated onto the footway side of the cycle/footpath.

Councillor Wright had provided some photographs of the area where a section of dyke adjacent to Green Lane had been filled in by a landowner. Further photographs will be required to enable details to be passed to Lancaster City Council for their attention.

2. **Parish Councillors (Councillors) matters & information only updates:**

The Chair asked for Councillors with updates or information to report:

Councillor Melling again raised the issue of weeds on the highway in and around the Parish. A discussion was held by Councillors. The Parish Clerk informed Councillors that the Lengthsman had advised that he was willing to commit additional hours to enable these areas of concern to be treated with weed killer. A discussion was held regarding the extent of the work on the highway that could be carried out safely by the Lengthsman. It was agreed that Councillors would forward details, of estate roads and footways within their Ward, where weed treatment was required to the Parish Clerk. These details would be collated by the Parish Clerk and passed to the Lengthsman for weed treatment to be carried out in early 2022.

Councillor Kelly asked Councillors for their views on the locations for further litter bins within the Parish. A discussion was held by Councillors regarding possible locations. It was agreed that Councillors would consider this for agreement at the next meeting.

Councillor Baxter raised the issue of reports from residents of recent flooding to the carriageway at the junction Lancaster Road and Downeyfield Road. The Parish Clerk advised he would report the flooding to Lancashire County Council Highways using the online reporting system.

Councillor Baxter also advised that the grit bin at the top of Heaton Bottom Road at the junction with Lancaster Road was laid on its side. The Parish Clerk said he would also report this to Lancashire County Council.

**2330 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.

**2331 Planning applications and statutory consultations:**

Application No	Description
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There had been no planning applications or statutory consultations received during the period.

**2332 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for October/November which had been updated and sent to Councillors in advance of the meeting. The Parish Clerk provided a brief summary of the updates to planning applications as follows.

Application **21/00837/FUL**: had been permitted on the 19.10.2021.

Application **21/00571/ADV**: had been refused on the 27.10.2021.

**2333 Accounts for payment:**

Payee and Payment Description	Amount
John Fairclough - Lengthsman duties October 2021	£100.00
A Osmotherley - Parish Clerk fees & expenses October 2021	£886.13
Grosvenor Park School - Meeting Room Hire October 2021	£50.00
RBLI Unknown Soldier Tommies (paid for by Parish Clerk and reclaimed as expenses)	£376.00

The Parish Clerk advised that Councillors had received invoice details for all the above payments in advance of the meeting. A discussion was held by Councillors. It was **RESOLVED** that payment for all the above invoices would be made.

**2334 To consider the Precept Application for 2022 to 2023:**

The Parish Clerk provided Councillors with details of the forecasted cyclical costs for the period 01.04.2022 to 31.03.2023. These are fixed costs that are paid by the Parish Council annually such as Insurance, banking facility, wages, expenses etc. In addition to this details of possible underspend for the current financial year were identified. A discussion was held by Councillors and these areas of possible underspend were considered by Councillors. Councillors were also asked to consider projects for the period 01.04.2022 to 31.03.2023. The Parish Clerk asked Councillors to consider the value of Precept that the Parish Council were planning to apply for considering the current economic climate and whether they thought it was appropriate for an increase or decrease in the value of the precept based on the current years precept allocation which was £10,583.00. A discussion was held by Councillors considering possible projects such as the Portland Drive play area refurbishment and continuing maintenance of the three Public Rights of Way within the Parish. It was agreed that further discussion would be held at the next meeting.

**2335 Date & time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 16<sup>th</sup> December 2021 at 7:00pm.**

Signed: \_\_\_\_\_ Clerk

Signed: \_\_\_\_\_ Chair

## Heaton with Oxcliffe Parish Council Correspondence – October/November 2021



<b>Date</b>	<b>Sender</b>	<b>Topic</b>
17.10.2021	Parish Clerk	Draft Agenda/Summons for Consideration
18.10.2021	Parish Clerk	Meeting 21.10.2021 Agenda Summons and Supporting Information
19.10.2021	Lancaster City Council - Regeneration Support	Aldcliffe with Stodday submits its Neighbourhood Plan
19.10.2021	Parish Clerk	Meeting 21.10.2021 Agenda Summons and Supporting Information – Grosvenor Park School Invoice
19.10.2021	Parish Clerk	County Councillor Phillippa Williamson - Monthly Newsletter
19.10.2021	Parish Clerk	Littering on the cycle path
20.10.2021	Parish Clerk	Portland drive Play Area Issues and Concerns
21.10.2021	Parish Clerk	Reporting Reporting Non-Emergency Issues to the Police
21.10.2021	Parish Clerk	Reporting Issues to the L&M College
25.10.2021	Neighbourhood Alert	Neighbourhood Watch Launches Say No To Asb Campaign 25/10/2021
25.10.2021	Lancashire County Council	Severe Weather Communications
25.10.2021	Parish Councils	Parish and Town Council Conference Sat 13th Nov 2021 - event registration
25.10.2021	Parish Clerk	Draft Meeting Minutes for Consideration
27.10.2021	Local Government Boundary Commission	Time is running out to have your say on draft recommendations for Lancaster

## Heaton with Oxcliffe Parish Council Correspondence – October/November 2021



Date	Sender	Topic
27.10.2021	Lancaster City Council - Regeneration Support	Planning Policy Latest News - October 2021
28.10.2021	Parish Clerk	Preparation for Remembrance 2021 - Land Ownership
29.10.2021	Parish Online	Parish Online Newsletter - October Edition
30.10.2021	Parish Clerk	Preparation for Remembrance 2021 - Location Details
31.10.2021	Parish Clerk	Preparation for Remembrance 2021 – Confirmation of Location
02.11.2021	Lancaster City Council - Trading Standards Service	Trading Standards - Consumer Alerts for November 2021
02.11.2021	Parish Clerk	Tommy Positions
02.10.2021	Parish Clerk	Parish Council Meeting Minutes 21.10.2021
05.11.2021	Parish Clerk	Tommies
05.11.2021	Parish Clerk	Slope onto Green Lane
11.11.2021	Parish Clerk	Draft Agenda Summons for Consideration/Comment
11.11.2021	Lancashire County Council	Your local County Councillor poster
11.11.2021	L&M College of FE	Letter from Peter France, Lancaster & Morecambe College

# Planning Application Comments & Decisions October/November 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
<b>21/00100/FUL:</b> Erection of a two-storey rear extension and construction of a front porch, 1 Roeburn Drive, Morecambe, LA3 3RY.	Not Supported	Awaiting Decision
<b>21/00837/FUL:</b> Demolition of an existing conservatory and replacement with a single storey rear extension, 34 Cathedral Drive, HWO, LA3 3RE.	Support in Principle	Application Permitted 19.10.2021
<b>21/00571/ADV:</b> Advertisement Application for the display of an internally illuminated fascia sign. Unit 4, 1 Southgate, White Lund, LA3 3PB.	Support in Principle	Application Refused 27.10.2021