

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

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

**Summons to attend the Parish Council Meeting on Thursday 24<sup>th</sup> February 2022 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**

2356. To receive apologies
2357. To consider & approve Minutes of the Meeting held on Thursday 20<sup>th</sup> January 2022
2358. To receive Declarations of Interest
2359. 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) Parish Council (Councillors) updates and information only reports
2360. To consider the current restrictions and implications and possible actions by the Parish Council due to the COVID19 Pandemic
2361. To consider the list of planning applications set out below

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

2362. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions January/February 2022
2363. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
John Fairclough - Lengthsman duties January 2022	£100.00
Adrian Osmotherley - Parish Clerk Fees and Expenses January 2022	£510.13
Grosvenor Park School - Meeting room hire January 2022	£50.00
Tech-hub - Website Hosting and Domain Name Annual Renewal	£196.50
Bay Typesetters – February Newsletter printing and distribution	£300.00

2364. 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)**

**20<sup>th</sup> February 2022**

**PARISH OF HEATON-WITH-OXCLIFFE**

**Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 24<sup>th</sup> February 2022 at 7:00 pm.**

**Present:**

Councillor Mr W Jackson (Chair)  
Councillor Mrs G Kelly (Vice Chair)  
Councillor Mr P Melling  
Councillor Mr J Simmons  
Councillor Mr D Wright

**In Attendance:**

Adrian Osmotherley - Parish Clerk

**2356 Apologies:** Apologies were received from Councillors Mrs M Baxter, and Councillor Mr K Percy due to ill health.

**2357 Minutes:** It was **RESOLVED** that the minutes of the meeting held on Thursday 20<sup>th</sup> January 2022 be approved.

**2358 Declarations of interest:** There were no declarations of interest.

**2359 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.

2. **Parish Clerk report and correspondence**

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 Dunsop Gardens within the Grosvenor Park estate have still not been fully removed by the contractor working on behalf of Lancaster City Council. The issue has been chased up again with Lancaster City Council and they have advised that they will return to remove further debris shortly.

Funding options for the refurbishment of the Portland Drive play area are being pursued. Councillor Wright will provide an update on progress in 2359, 3. Councillors updates and information only reports.

The Parish Council meeting dates for 2022 have now been agreed with the Grosvenor Park School and a full list of dates has been issued to all Councillors.

A request for the two additional litter bins, to be funded by the Parish Council, and their locations have been sent to Lancaster City Council for their action.

The overgrown vegetation and bushes on the footpath at the stocks area on the A683 and the B5273 has now been cut back by Lancashire County Council.

The Parish Council February 2022 Newsletter has been printed and distributed to 1100 households within the Parish. The Parish Clerk thanked Councillor Melling for his efforts in producing and editing the Newsletter.

The details of the further issues, within the fenced area around the lagoon in the Grosvenor Park estate, highlighted by Councillor Melling, have been passed to Lancaster City Council for their attention.

The request from the Parish Council to the Lancaster and Morecambe College to target their litter picking activities around the College lunch break period was declined due to COVID-19 restrictions and resource issues around this time of the day. Litter picking would continue to be carried out around 9.00am Monday to Friday.

The 2022-23 Precept application has been formally passed to Lancaster City Council

and the Parish Council await their response/funding decision.

The Parish Council Insurance renewal is due on the 01.04.2022. The Parish Clerk advised he would review the renewal proposal and report back to the Parish Council for their comment/approval.

The Parish Clerk requested that the Parish Council purchase a copy of the recently revised Highway Code for their reference. It was agreed that a copy of the Highway Code would be purchased and maintained for reference by the Parish Clerk.

### 3. **Parish Council (Councillors) updates and information only reports:**

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

Councillor Melling advised that he had passed on his concerns regarding the structure and water course within the lagoon area in the Grosvenor Park estate to the Parish Clerk. The Parish Clerks has forwarded these concerns to Lancaster City Council for their comment.

Councillor Melling advised that he had provided further feedback to a recent request from the Boundaries Commission relating to issues with the Heaton with Oxcliffe Parish boundary. A discussion was held by Councillors regarding the current boundary positions and the lack of consistency around Parish and electoral Ward boundary positions.

Councillor Melling also requested the assistance of the Lengthsman to help him repair the 'Welcome to Grosvenor Park Estate' sign. It was agreed that this assistance would be provided by the Lengthsman.

Councillor Wright advised that following the initial request for funding from the Lancashire Environmental Fund (LEF) the Parish Council have now been asked to submit a formal request for funding for the renovation of the Portland Drive play area. Councillor Wright agreed to complete the application and forward to the Parish Clerk to finalise. A video will also need to be produced identifying what the funding will be used for. Councillor Melling advised he would assist with the video. The deadline for submission of the application is 07.04.2022 at 17:00hrs.

Councillor Wright advised that he and Councillor Kelly had met with a Lancaster City Council (LCC) representative and their appointed Ecologist at the Portland Drive play area to discuss the LCC proposal to plant wildflowers. A number of options were considered. It was agreed that up to 600 bulbs would be planted around the footpath that runs adjacent to the houses on Salisbury Close and Green Lane. It was hoped that a wildlife haven would be created that going forward could be managed and maintained by the local residents.

### **2360 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. A discussion was held by Councillors regarding the recent decision by central Government to remove all restrictions. It was agreed by all Councillors present that Parish Council meetings would continue to be held face-to-face for the immediate future.

### **2361 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.

### **2362 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for January/February which had been updated and sent to Councillors in advance of the meeting. The Parish Clerk advised that there had been no changes.

**2363 Accounts for payment:**

John Fairclough - Lengthsman duties January 2022	£100.00
A Osmotherley - Parish Clerk fees & expenses January 2022	£510.13
Grosvenor Park School - Meeting Room Hire January 2022	£50.00
Tech-hub - Website Hosting and Domain Name Annual renewal	£196.50
Bey Typesetters - February Newsletter Printing and Distribution	£330.00

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.

**2364 Date & time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 17<sup>th</sup> March 2022 at 7:00pm.**

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

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

## Heaton with Oxcliffe Parish Council Correspondence – January/February 2022



<b>Date</b>	<b>Sender</b>	<b>Topic</b>
15.01.2022	Parish Clerk	Meeting 20.01.2022 Agenda Summons and Supporting Information
20.01.2022	Parish Clerk	LEF Funding Details
21.01.2022	Parish Clerk	February Parish Council Meeting
23.01.2022	Parish Clerk	Parish Council Meeting Draft Minutes for comment/consideration
25.01.2022	Lancashire County Council - Legal and Democratic Services	Lancashire County Council - Budget Consultation
25.01.2022	Parish Clerk	February Parish Council Meeting Revised Date
25.01.2022	Parish Clerk	Parish Council Meeting Minutes 20.01.2022
25.01.2022	Parish Clerk	Parish Council Meeting dates for 2022
26.01.2022	Lancashire County Council - District lead Officer Highways	Footway Issues A683, Heysham
26.01.2022	Lancaster City Council - Community Connectors team	Lancaster City Council 2022/23 Budget Proposals
07.02.2022	Parish Councils	Parish and Town Councils Conference (the 'Highways Special') 19 March 2022
07.02.2022	MySociety's Climate Team	Council Climate Plan Scorecards
07.02.2022	The Local Government Boundary Commission for England	Further chance to have your say on a new political map for Lancaster City Council

## Heaton with Oxcliffe Parish Council Correspondence – January/February 2022



Date	Sender	Topic
07.02.2022	Lancashire County Council - Trading Standards team	Lancashire Trading Standards - Consumer Alerts February 2022
07.02.2022	County Councillor Phillippa Williamson	Parish & Town Council Update February 22
08.02.2022	Parish Councils	Invitation to attend the 'Highways Special' themed conference for Parish and Town Councils in Lancashire
08.02.2022	Highways England	M6 J34 Southbound Surfacing Scheme
09.02.2022	Lancashire County Council	Lancashire Public Health Report 21/22
13.02.2022	Parish Clerk	New Litter Bin Locations
14.02.2022	Parish Clerk	Draft Agenda/Summons for Comment/Consideration
17.02.2022	Lancaster and Morecambe College	Littering around College Lunch Break
17.02.2022	Parish Online	New Tool! - Isochrone travel time launched
20.02.2022	Parish Clerk	Resident Correspondence - Water Course
20.02.2022	Parish Clerk	Resident Correspondence - Electric Scooters
20.02.2022	Lancashire Environmental Fund (LEF)	Heaton with Oxcliffe Play Area – LEF Application

# Planning Application Comments & Decisions

## January/February 2022



<b>Application Number / Description</b>	<b>Parish Council Comment</b>	<b>Planning Authority Decision / Status</b>
Oxcliffe Road & Mellishaw Lane, Morecambe, Local Safety Scheme.	Councillor Comments Passed to Design Team	Await Formal Approval of the Scheme