

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend the Parish Council Meeting on Thursday 19th May 2022 at Grosvenor Park School
Commencing at 7:30pm.**

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

2383. To receive apologies
2384. To consider & approve Minutes of the Meeting held on Thursday 21st April 2022
2385. To receive Declarations of Interest
2386. 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

2387. To consider the list of planning applications set out below

| Application No: | Description |
|------------------------|--------------------|
| | |

2388. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions April/May 2022
2389. To authorise payment of the following accounts:

| Payment Description | Amount |
|--|---------------|
| John Fairclough - Lengthsman duties April 2022 | £142.00 |
| Adrian Osmotherley - Parish Clerk Fees and Expenses April 2022 | £528.33 |
| Tech Hub Ltd - ICT Support for printer and website | £45.60 |
| Tech Hub Ltd - Google Workspace Annual Subscription - 01.04.2022 to 31.03.2023 | £110.30 |
| Grosvenor Park School - Meeting Room Hire April 2022 | £50.00 |

2390. To consider the date and time of the next meeting

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

13th May 2022

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on
Thursday 19th May 2022 at 7:00 pm.

Present:

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

In Attendance:

Adrian Osmotherley - Parish Clerk

2383 Apologies: Apologies were received from Councillor Mr K Percy due to ill health and County Councillor Charlie Edwards.

2384 Minutes: It was **RESOLVED** that the minutes of the meeting held on Thursday 21st April 2022 be approved.

2385 Declarations of interest: There were no declarations of interest.

2386 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;

There had been no update received relating to the formal application for funds to refurbish the Portland Drive play area following submission to the Lancashire Environmental Fund (LEF).

The request for the two additional litter bins, funded by the Parish Council, sent to Lancaster City Council (LCC) has now been formally agreed. There had been a small increase to the purchase cost of the bins and a date for their installation is to be provided shortly once the bins have been ordered and received by LCC.

The Parish Clerk advised Councillors that the current IT support contactor was becoming increasingly unreliable. The Parish Clerk proposed that an alternative IT support should be sourced. Councillors agreed with this suggestion.

Current details relating to the access/egress of the new housing development adjacent to Oxcliffe Road had been forwarded to Councillors for their information.

A request had been received from Parish resident regarding their concerns over construction works being carried out to a property within the Parish. The Parish Clerk advised that in conjunction with Lancaster City Council (LCC) Planning Department he had provided the resident with current planning application details and a link to LCC webpage where a complaint could be formally submitted.

There had been no update received from Lancaster City Council relating to establishing the ownership of the Grosvenor Park estate lagoon area Duck House. The Duck House is in need of repair, but ownership needs to be established before any maintenance work could be considered.

Debris from in and around the Grosvenor Park estate lagoon area had not all been removed. Further pictures provided by Councillor Melling had been passed to Lancaster City Council for their information and action.

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 and his wife had carried out a clean up in and around the Lagoon area and around the Grosvenor Park estate sign. It was agreed by Councillors that the loose bricks around the sign base could be repaired by the Parish Lengthsman. Councillor Melling commented that the Lagoon area perimeter fencing was in need of repainting. It was agreed by Councillors that a request would be made by the Parish Clerk to Lancaster City Council for this maintenance work to be carried out.

Councillor Wright commented on the recent issue at the Portland Drive play area. Broken glass on the footpath and adjacent grassed area running through the park had been reported to him by a resident. Following discussion with the Parish Clerk the issue was reported to Lancaster City Council. Councillors were advised that where there is an issue that does not readily fit with the 'Report It' facility direct contact via email to the Public Realm Team could be made. The Parish Clerk advised that he would provide the contact details to Councillors following the meeting.

2387 Planning applications and statutory consultations:

| Application No | Description |
|----------------|-------------|
| | |

There had been no new applications received since the last meeting.

2388 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for April/May which had been updated and sent to Councillors in advance of the meeting. The Parish Clerk advised that since the last meeting application **22/00385/ADV** had been permitted on the 03.05.2022. Prior notification **22/00452/AD** has also been decided on the 22.04.2022.

2389 Accounts for payment:

| | |
|---|---------|
| John Fairclough - Lengthsman duties April 2022 | £142.00 |
| A Osmotherley - Parish Clerk fees & expenses April 2022 | £528.33 |
| Grosvenor Park School - Meeting Room Hire April 2022 | £50.00 |
| Tech Hub Ltd - ICT Support for Parish printer and website | £45.60 |
| Tech Hub Ltd - Google Workspace and annual subscription | £110.30 |

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.

2390 Date & time of next meeting:

The next meeting of the Parish Council will be held on **Thursday 16th June 2022 at 7:00pm.**

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence – April/May 2022



| Date | Sender | Topic |
|------------|--|--|
| 16.04.2022 | Lancaster City Council – Regeneration Support | Submission of the Climate Emergency Review of the Local Plan & Other Planning Policy News |
| 16.04.2022 | Lancashire County Council | Friends Against Scams - Rogue Trader Posters |
| 18.04.2022 | Parish Clerk | Parish Council Meeting 21.04.2022 Agenda/Summons and Supporting Information |
| 18.04.2022 | Lancaster City Council Planning and Place | Consultation Letter - Lancaster Honda - 22/00385/ADV |
| 21.04.2022 | Parish Clerk | Parish Council Meeting 21.04.2022 Agenda/Summons and Supporting Information - update |
| 23.04.2022 | Lancaster City Council Planning and Place | Oxcliffe Road Housing Development Access/Egress |
| 24.04.2022 | Parish Clerk | Draft Meeting Minutes for Comment/Consideration |
| 25.04.2022 | Parish Resident | Water Course |
| 25.04.2022 | Parish Clerk | Water Course - update |
| 26.04.2022 | Parish Clerk | Replacement Tree – Stocks Area |
| 29.04.2022 | Parish Clerk | Parish Council Meeting Minutes 21.04.2022 |
| 29.04.2022 | Parish Councils | Walking and Cycling Survey |
| 29.04.2022 | Parish Councils | Parish Online Newsletter - April Edition |
| 29.04.2022 | Parish Clerk | Clerk Holiday |

Heaton with Oxcliffe Parish Council Correspondence – April/May 2022



| Date | Sender | Topic |
|-------------|--|--|
| 09.05.2022 | Lancaster City Council Planning and Place | Oxcliffe Road Housing Development Access/Egress |
| 09.05.2022 | Lancaster City Council – Democratic Services | Parish Boundaries |
| 09.05.2022 | County Councillor Philippa Williamson | May 2022 Parish Update |
| 09.05.2022 | Lancaster City Council | Parish Boundaries |
| 11.05.2022 | The Local Government Boundary Commission for England | Final recommendations published for Lancaster City Council |
| 13.05.2022 | Resident Issue | 288 Oxcliffe Road. Morecambe |

Planning Application Comments & Decisions

April/May 2022



| 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 |
| 22/00385/ADV: Advertisement Application for the display of three internally illuminated folded fascia signs. Lancaster Honda, Northgate, LA3 3PA. | Support In Principle | Application Permitted 03.05.2022 |
| 22/00452/AD: Prior Notification of Agricultural Development for the resurfacing of an area of farm track. Heaton Hall Farm, Heaton Bottom Road, LA3 3EU. | Support In Principle | Decided 22.04.2022 Prior Approval Not Required |