

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Summons to attend the Parish Council Meeting on Thursday 20th April 2023 at Grosvenor Park School Commencing at 7:00pm.

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

2449. To receive apologies
2450. To consider & approve Minutes of the Meeting held on Thursday 16th March 2023
2451. To receive Declarations of Interest
2452. 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
2453. To consider the list of planning applications set out below

Application No:	Description
23/00381/RCN	Erection of one single storey building comprising of seven lettable bedrooms for holiday use with associated parking and new stone wall entrance. Golden Ball, Lancaster Road, Heaton with Oxcliffe, LA33ER.*

2454. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions March 2023
2455. To authorise payment of the following accounts:

Payment Description	Amount
John Fairclough - Lengthsman duties March 2023	£128.00
Adrian Osmotherley - Parish Clerk Fees and Expenses March 2023	£576.67
Scribe Accounts Annual Subscription - 01.06.2023 to 30.05.2023	£207.36
NALC and LALC Annual Subscription - 01.04.2023 to 31.03.2024	£358.04
Grosvenor Park School - Meeting Room Hire March 2023	£50.00

2456. To consider the recruitment of new Councillors to the Parish Council
2457. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway**

Morecambe, LA45XZ

Tel: 07916029265 Email: clerk@heatonwithoxcliffepc.org.uk

14th April 2023

PARISH OF HEATON-WITH-OXCLIFFE

Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 20th April 2023 at 7:00 pm.

Present:

Councillor Mrs G Kelly (Chair)

Councillor Mr P Melling

Councillor Mr W Jackson

Councillor Mr D Wright

In Attendance:

Adrian Osmotherley - Parish Clerk

The Chair welcomed all attendees to the meeting. The Chair proposed that a minutes silence would be held as a mark of respect for Councillor Percy who had sadly passed away on the 17th March 2023. A minutes silence was then held by all present.

2449 Apologies: Apologies were received from Councillor Mrs M Baxter and Mr J Simmons both due to ill health.

2450 Minutes: It was **RESOLVED** that the minutes of the meeting held on Thursday 16th March 2023 be approved.

2451 Declarations of interest: There were no declarations of interest.

2452 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**

Lancaster City Council have now responded regarding the recent dyke clearing carried out within the Parish following environmental and flooding concerns raised by Residents. Full details of the response have been passed to Councillors for their information. A summary of the response was as follows; Dyke clearing is planned to be carried out annually.

The time of year chosen is when there is the maximum impact to the vegetation and minimum impact to wildlife.

The time of year when the work is carried out is outside the bird nesting season (March to August) and the fish spawning period (March to July).

The removal of the vegetation from the banks and channels is necessary to ensure water flows through naturally and unimpeded to maintain flow and reduce the risk of flooding.

The vegetation removed is usually left at the side of the watercourse so it will naturally decay.

The issue regarding the flooding on Lancaster Road at Mill Hill House has been reported, with supporting photos, and sent to Lancashire County Council via the Love Clean Streets application.

Contact has now been made with Tech-hub so hopefully the transfer of IT and website support can now be passed to Bowker IT.

Lancaster City Council have advised that the work planned to start in early April refurbishing the Portland Drive play area will now start towards the end of

April. The refurbishment works are being funded by the Parish Council and through a grant received from the Lancashire Environmental Fund.

The internal audit of the Parish Council accounts will be carried out on the 25.04.2023. Following this the Parish Clerk will complete the Annual Governance and Accountability Return (AGAR) 2022/23 and submit the Return to the Government appointed external Auditor.

The Parish Council Precept for the period 01.04.2023 to 31.03.2024 has been agreed by Lancaster City Council. A total payment of £11,667.60 has been paid to the Parish Council. The payment is for the running costs of the Parish Council for the next twelve-month period. The amount of Precept received for the period 01.04.2022 to 31.03.2023 was £11,112.00 representing an increase of only 5%.

Lancaster City Council have requested a Sustainable Settlement Review of the levels of service and accessibility of services within the Parish. A pro former survey report form has been provided to record relevant information relating to services and amenities within the Parish. Unfortunately, there are no details available relating the survey carried out in 2018. Details relating to the request had been sent to Councillors in advance of the meeting for their information. A discussion was held by Councillors, and it was agreed that each Councillor would carry out the survey using the survey report form and pass the details in electronic format to the Parish Clerk who would collate the details onto a single report form.

There have been only four existing Parish Councillors who have registered for election on the 4th May 2023. There were no other candidates who registered for election so all four Councillors will be elected as non-contested. The four Parish Councillors and their elected Ward are as follows;

Ginny Kelly - Roeburn Drive Ward

Peter Melling - Roeburn Drive Ward

John Simmons - Westgate Ward

David Wright - Westgate Ward

This now leaves three Parish Council Councillor positions vacant as follows;

Westgate Ward

Winster Park Ward

Rural Ward

Lancashire County Council have advised that they will not be refreshing the junction lining at the following three junctions on the White Lund Trading Estate as they have been assessed as not requiring urgent attention. The three junctions are;

Junction 1 - Whitegate/Northgate junction at Morecambe Metals

Junction 2 - Northgate/Middegate at the Kia Garage/Howdens

Junction 3 - Southgate/Middegate opposite Arnold Clark

A sign has been erected at each junction advising that there are no junction markings. Work will be carried out at some point in the future as part of a planned maintenance programme.

The junction Oxcliffe Road and White Lund Road white lining will be refreshed in the next couple of weeks.

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

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

Councillor Jackson advised that he had decided not to register for election at the forthcoming elections on the 4th May. Councillor Jackson had been a member, and Chair on a number of occasions, of the Parish Council. The Chair and other Councillors present thanked Councillor Jackson for his support and efforts as a committed Parish Councillor for over twelve years.

Councillor Baxter had also advised the Chair that she would not be registering for election at the forthcoming elections on the 4th May. Councillor Baxter had also been a committed and active Parish Councillor for over 20 years and had acted as chair on a number of occasions. Once again, the Chair and Councillors present thanked Councillor Baxter for her support and efforts over many years.

Councillor Wright advised that a local residents working party had carried out some works around the Green Lane dykes area removing fly-tipped debris and rubbish from within the dyke and adjacent banking. The debris had been collected and was currently stored near-by. It was hoped that the debris had been reported to Lancaster City Council who would be collecting the debris shortly. Councillor Wright said he would monitor the situation and report back at the next meeting.

Councillor Melling advised that one of the rubbish bins provided by the Parish Council on the cycle/pedestrian way near to ASDA had disappeared. The Parish Clerk said he would report this to Lancaster City Council (LCC). In addition to this there was a litter bin on the Grosvenor Park estate that did not have a concrete flag fixed to the base and as a result kept falling over. Councillor Melling said he would send photos to the Parish Clerk identifying the exact location. The Parish Clerk said he would also report this issue to LCC.

Councillor Melling also requested that the Parish Council owned sign at the stocks area be cleaned. The Parish Clerk advised that he would arrange this with the Lengthsman.

The Chair asked if the additional dog fouling signs had been erected at the Grosvenor Park Play area. The additional signage had been requested following reports of dog fouling in the actual play area. The Parish Clerk said he thought the signs had been erected by the Parish Lengthsman, but he would confirm this following the meeting.

2453 Planning applications and statutory consultations:

Application No	Description
23/00381/RCN	Erection of one single storey building comprising of seven lettable bedrooms for holiday use with associated parking and new stone wall entrance. Golden Ball, Lancaster Road, Heaton with Oxcliffe, LA33ER.*

Reference applications **23/00381/RCN** had been sent to Councillors in advance of the meeting for their review and comment.

Applications **23/00381/RCN** was majority supported by Councillors. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decisions website portal with the above Parish Council decision.

2454 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for March/April 2023 which had been updated and sent to Councillors in advance of the meeting. The Parish Clerk advised that since the last meeting application **23/00181/FUL** had been permitted on the 12.04.2023.

2455 Accounts for payment:

John Fairclough - Lengthsman duties March 2023	£128.00
A Osmotherley - Parish Clerk fees & expenses March 2023	£576.67
Scribe Accounts Annual Subscription - 01.06.2023 to 30.05.2023	£207.36
NALC and LALC Annual Subscription - 01.04.2023 to 31.03.2024	£358.04
Grosvenor Park School - Meeting Room Hire March 2023	£50.00

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.

2456 To consider recruitment of new Councillors to the Parish Council:

The Parish Clerk had summarised the current position regarding the uncontested election of four Parish Councillors to the Parish Council in his report in Item 2452. This left three Councillor positions and Wards vacant. These positions can be filled by any member of the general public who meets the essential criteria for Parish Councillor recruitment and has the support of the other elected Parish Councillors.

The Chair advised that Judith Shaw had expressed an interest in being co-opted onto the Parish Council. The Parish Clerk advised that he would carry out the necessary checks to ensure the candidate met the essential criteria for becoming a co-opted member of the Parish Council.

The Parish Clerk advised that the Parish Council vacant Councillor positions had been advertised by a recruitment poster, with details of the contact for anyone interested in becoming a Parish Councillor, placed in all three Parish Council notice boards.

2457 Date & time of next meeting:

The next meeting of the Parish Council will be held on **Thursday 18th May 2023 at 7:30pm**. The Annual meeting of the Parish Council will also be held on the same day starting at 7.00pm at the Grosvenor Park School.

Signed:

_____ Clerk

Signed:

_____ Chair

Heaton with Oxcliffe Parish Council Correspondence - March/April 2023



Date	Sender	Topic
20.03.2023	Councillor Phillip Black - Skerton West Ward	Grit Bin - Grosvenor Park School
20.03.2023	Parish Clerk	Parish Council Meeting Held 16.03.2023 - Minutes
21.03.2023	Lancaster City Council	Dyke Clearing Concerns - Grosvenor Park Estate
21.03.2023	Lancaster City Council – Elections Team	Notice of Election
21.03.2023	County Councillor Phillippa Williamson	March 2023 Parish & Town Council Update
21.03.2023	Lancashire County Council - Highways District Lead Officer	White Lund Trading Estate - Highway Defects
22.03.2023	Innova Ltd	Land at Fanny House Farm, Heysham - Energy Storage Proposal Community Consultation.
25.03.2023	Parish Councils	Local Elections - Voter ID
30.03.2023	Member of the General Public	Parish Council
06.04.2023	Lancashire County Council - Highways District Lead Officer	White Lund Trading Estate - Highway Defects (update)
05.04.2023	Lancaster City Council - Development Management Technical Team	23/00381/RCN - Golden Ball - Planning application for comment
05.04.2023	Boundaries Commission	Boundaries Commission - update
09.04.2023	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts April 2023

Heaton with Oxcliffe Parish Council Correspondence - March/April 2023



Date	Sender	Topic
09.04.2023	Lancaster City Council - Development Management Technical Team	23/00381/RCN - Golden Ball - Planning application summary of Councillors decision
09.04.2023	MySociety.org	As WhatDoTheyKnow turns 15, tell us how you use it
11.04.2023	Lancaster City Council	Portland Drive Play Area - Start Date
12.04.2023	Parish Clerk	Draft Agenda Summons for comment

Planning Application Comments & Decisions

March/April 2023



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
LCC/2022/0061: The Permanent retention of the existing Salt Ayre materials recycling and transfer facility. Salt Ayre Materials and Transfer Facility, Ovangle Road, Salt Ayre.	Support In Principle	Awaiting Approval
22/01317/FUL: Erection of 100MW energy storage facility including 50 energy storage battery units within containers. Ancillary development including substation, transformers, transformer compound, underground cabling, inverters, switchgear, control/switch room, office/site store building, hardstanding, erection of 3m high security fencing, access gates, seven 3m CCTV masts and associated balancing pond, access track, parking and the change of use of existing farmhouse and farm building to ancillary office. Hillside Farm, Lancaster Road, Morecambe, LA3 3ET.	Not Supported	Awaiting Approval
22/00917/FUL: Change of use and conversion of existing garage/hayloft to residential dwelling (C3), Installation of new window/doors and construction of dormer extension to the rear. Heaton Park House, Lancaster Road, Overton, LA33EX.	Support In Principle	Awaiting Approval
23/00181/FUL: Change of use and conversion of a former substation site to enclosed domestic garage, construction of new roof and installation of garage door. Former Substation Site, Scale Hall Farm Road, Lancaster.	Support In Principle	Awaiting Approval
22/00462/FUL: Erection of four new buildings accommodating 31 employment units, erection of new car showroom, car wash and valeting buildings with construction of new roads, parking, boundary enclosures, landscaping, and associated infrastructure. Mellishaw North Development Site, Mellishaw Lane, Heaton with Oxcliffe.	Support In Principle	Awaiting Approval

Updated 14.04.2023