

# **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> May 2023 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**

2458. To receive apologies
2459. To consider & approve Minutes of the Meeting held on Thursday 20<sup>th</sup> April 2023
2460. To receive Declarations of Interest
2461. 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

2462. To consider the list of planning applications set out below

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

2463. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions April 2023

2464. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
John Fairclough - Lengthsman duties April 2023	£149.00
Adrian Osmotherley - Parish Clerk Fees and Expenses April 2023	£576.67
Grosvenor Park School - Meeting Room Hire April 2023	£50.00

2465. To consider a request to co-opt onto the Parish Council

2466. 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)**

**15<sup>th</sup> May 2023**

**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> May 2023 at 7:30 pm.**

**Present:**

Councillor Mr D Wright (Vice Chair)

Councillor Mrs G Kelly

Councillor Mr P Melling

**In Attendance:**

Adrian Osmotherley - Parish Clerk

William Jackson - Member of the general public

The Vice Chair welcomed all attendees to the meeting.

**2458 Apologies:** Apologies were received from Councillor Mr J Simmons due to ill health.

**2459 Minutes:** It was **RESOLVED** that the minutes of the meeting held on Thursday 20<sup>th</sup> April 2023 be approved.

**2460 Declarations of interest:** There were no declarations of interest.

**2461 Public discussion and information only updates:**

1. **Public discussion:**

There was one member 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**

Additional Dog fouling and Dogs Prohibited signs have now been fitted to the exterior railings at the Grosvenor Park play area. The Parish Clerk advised that it is an offence to have a dog, even if it is on a lead, in a play area where there is perimeter fencing.

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 May. 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 was carried out on the 26.04.2023. The Annual Governance and Accountability Return (AGAR) 2022/23 has now been completed and will be returned to the Government appointed external auditor.

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. The Parish Clerk provided all Councillors with enlarged plans identifying the Parish boundary to assist with the completion of the survey.

Lancashire County Council have now refreshed the white lining at the junction Oxcliffe Road and White Lund Road.

The missing waste bin on the cycle track at ASDA and the waste bin on the Grosvenor Park estate that has no base that is continually knocked over have been reported again to Lancaster City Council for their attention.

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

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

Councillor Melling advised that the pond area on the Grosvenor Park estate was becoming overgrown and that it would be a good idea for the Lengthsman to carry out some maintenance. It was agreed that the Lengthsman would carry out this work.

Councillor Melling also advised that the footway adjacent to the school on Roeburn Drive to the cycleway was overgrown and needed to be cut back. It was agreed that the Lengthsman would also carry out this work.

Councillor Melling suggested that a tree is planted in the triangle of grassed land on White Lund Trading Estate opposite ASDA in memory of Keith Percy.

The Parish Clerk said he would look into this suggestion and in the first instance see if permission would be granted to plant a tree in this area.

Councillor Melling also commented on the issue of inconsiderate and illegal parking on the highway around the Grosvenor Park School. Photos of specific vehicles that were parked illegally had been sent to the Grosvenor Park School head Teacher who had forwarded these to the Police for their action.

Councillor Melling asked if the Parish Council could become more involved in addressing the issue. The Parish Clerk advised that illegal parking was a police issue but advised he would contact the local PCSO for their advice.

Councillor Wright advised that he would keep an eye on Portland Drive play area and advise the Councillors when work carrying out the refurbishment starts.

Councillor Kelly advised that the warning signs (warning that parking here could endanger a child's life) provided by the Grosvenor Park School on Langham Brook Mews have been moved. The Parish Clerk said that he would query this with the school.

Councillor Wright and Kelly also commented that the planting works near Salisbury Close and Chester Close towards Green Lane had not yet started. The Parish Clerk said he would chase this up with Lancaster City Council.

Councillor Simmons had reported to the Parish Clerk prior to the meeting that he had been speaking to the local PCSO about the cycle track. The PCSO had advised that the PCSO Team were patrolling the cycle track regularly to address any anti-social behaviour issues. In addition to this the PCSO also advised that funding for CCTV cameras on some stretches of the cycle track had been obtained so cameras should be erected in the near future.

**2462 Planning applications and statutory consultations:**

Application No	Description

The Parish Clerk advised that there had been no new planning applications since the last meeting.

**2463 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for April/May 2023 which had been updated and sent to Councillors in advance of the meeting. The Parish Clerk advised that since the last meeting application **LCC/2022/0061** for the permanent retention of Salt Ayre materials recycling and

transfer facility had been granted on the 28.04.2023.

Application **22/00917/FUL** had been refused on the 28.04.2023. Application **23/00181/FUL** had been permitted on the 12.04.2023.

**2464 Accounts for payment:**

John Fairclough - Lengthsman duties April 2023	£149.00
A Osmotherley - Parish Clerk fees & expenses April 2023	£576.67
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. The Parish Clerk also advised Councillors that he now had the bank details for the St Johns Hospice to enable the Parish Council to donate £50.00 in memory of the late Keith Percy. A discussion was held by Councillors. It was **RESOLVED** that payment for all the above invoices would be made.

**2465 To consider a request to co-opt onto the Parish Council:**

A request had been received from William Jackson to co-opt onto the Parish Council. The Parish Clerk advised that William Jackson met all the required criteria for becoming a Councillor.

The Parish Council considered his request to be co-opted onto the Parish Council. It was agreed by all Councillors present that William Jackson would be co-opted onto the Parish Council.

William Jackson was proposed by Councillor Melling and seconded by Councillor Kelly.

The Parish Clerk provided the following documentation for information and completion William Jackson;

Qualification Rules for becoming a Councillor:

Declaration of Acceptance of Office:

Notification by Member of Heaton with Oxcliffe Parish Council of Disclosable Pecuniary Interests:

Notification by Member of the Heaton with Oxcliffe Parish Council of Other Interests:

The completed and signed documents would then be forwarded by the Parish Clerk to the Monitoring Officer at Lancaster City Council.

**2466 Date & time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 15<sup>th</sup> June 2023 at 7:00pm.**

Signed:

\_\_\_\_\_ Clerk

Signed:

\_\_\_\_\_ Chair

## Heaton with Oxcliffe Parish Council Correspondence – April/May 2023



Date	Sender	Topic
16.04.2023	Parish Clerk	Parish Council Meeting 20.04.2023 Agenda/Summons and Supporting Information
17.04.2023	Neighbourhood Alert	Parking and Driving issues in Lancaster Town Centre
17.04.2023	Neighbourhood Alert	BEWARE OF THE LATEST SCAMS
17.04.2023	Lancashire County Council - Highways District Lead Officer	67153 White Lund Trading Estate - Highway Defects
19.04.2023	Dentist Near Me	Recommendation for heatonwithoxcliffepc.org.uk
19.04.2023	Floataion Energy Ltd	Morecambe Offshore Windfarm Generation Assets: Statutory Consultation
19.04.2023	Lancaster City Council Planning Department	Sustainable Settlement Review
22.04.2023	Parish Clerk	Draft Meeting Minutes for Comment/Agreement
22.04.2023	Parish Clerk	Annual Parish Council Meeting
26.04.2023	Parish Clerk	Annual Parish Council Meeting – declaration of Acceptance of Office
26.04.2023	Parish Clerk	Parish Council Meeting Held 20.04.2023 - Minutes
26.04.2023	Parish Clerk	Annual Parish Council Meeting - 18.05.2023 – Confirmation of Attendance
26.04.2023	Lancashire County Council	LCC/2022/0061 Salt Ayre - Notification Of decision
08.05.2023	Resident Correspondence	Works on the land behind 101 White Lund road
09.05.2023	Parish Online	Parish Online Newsletter #39
10.05.2023	Resident Correspondence	Grosvenor Park – Dog Fouling Issues
10.05.2023	Lancashire County Council	Trading Standards-Safe Trader Scheme

## Heaton with Oxcliffe Parish Council Correspondence – April/May 2023



Date	Sender	Topic
11.05.2023	Lancaster City Council Planning Department	Sustainable Settlement Review - Update
12.05.2023	Parish Clerk	Annual Risk Assessment Review
12.05.2023	Parish Clerk	Annual Asset Register Review
15.05.2023	Parish Clerk	Parish Council Annual Meeting 18.05.2022 - Agenda and Supporting Information

# Planning Application Comments & Decisions

## April/May 2023



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>LCC/2022/0061:</b> 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	Approval Granted (28.04.2023)
<b>22/01317/FUL:</b> 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
<b>22/00917/FUL:</b> 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	Application Refused (28.04.2023)
<b>23/00181/FUL:</b> 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	Application Permitted (12.04.2023)
<b>22/00462/FUL:</b> 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
<b>23/00381/RCN:</b> 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.	Support In Principle	Awaiting Approval