

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend the Parish Council Meeting on Thursday 28th March 2024 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

2526. To receive apologies
2527. To consider & approve Minutes of the Meeting held on Thursday 22nd February 2024
2528. To receive Declarations of Interest
2529. 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
2530. To consider the list of planning applications set out below

Application No:	Description
24/00262/FUL	Demolition of existing agricultural building and erection of agricultural livestock building. North Farm, Moss Road, Heaton with Oxcliffe, LA33ES.
23/00553/FUL:	Part retrospective application for the demolition of stable buildings and erection of 3 dwellings. Land At The Rear Of 105 White Lund Road Morecambe Lancashire LA3 3DX.

2531. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions February and March 2024
2532. To authorise payment of the following accounts:

Payment Description	Amount
John Fairclough - Lengthsman Duties February 2024	£100.00
Adrian Osmotherley - Parish Clerk Fees and Expenses February 2024	£629.96
Grosvenor Park School - Meeting Room Hire February 2024	£50.00
Zurich Municipal Insurance - Parish Council Insurance Annual Premium	£337.68
Zen Website Hosting - February 2024 (Paid Via DD)	£7.79

2533. To consider the NALC Civility and Respect Project
2534. To consider a request from David Morgan to be co-opted onto the Parish Council
2535. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

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

23rd March 2024

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on
Thursday 28th March 2024 at 7:00 pm.

Present:

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

In Attendance:

Adrian Osmotherley - Parish Clerk
David Morgan - Parish Resident

The Chair welcomed all attendees to the meeting.

2526 Apologies: There were no apologies, all Councillors were present.

2527 Minutes: It was **RESOLVED** that the minutes of the meeting held on 22nd February 2024 be approved.

2528 Declarations of interest: There were no declarations of interest.

2529 Public discussion and information only updates:

1. **Public discussion:**

There was one member of the general public (David Morgan) present. David Morgan, who lives in the Parish, had recently applied to be co-opted onto the Parish Council. David had been invited to attend the Parish Council meeting to enable Councillors to consider his request to be co-opted onto the Parish Council as Councillor for the vacant Winster Park Ward.

The Chair adjourned the meeting and introduced David Morgan and asked David to provide a brief summary of why he felt he would be suitable to join the Parish Council. David gave a brief summary of his past experiences, in a professional working environment, and his current leisure and free time interests. David also identified a number of areas where he felt he could bring added benefit to the Parish Council such as website management and contacts with Lancaster City Council. Councillors then asked David a number of questions to enable them to assess his suitability for the role of Parish Councillor.

No other issues or comments were raised by members of the public to the Parish Clerk in advance of the meeting for discussion, so the Chair then thanked David for his attendance and interest in joining the Parish Council and re- convened the meeting. David remained in the meeting to enable him to gain experience of a Parish Council meeting.

2. **Parish Clerk report and correspondence**

The draft contract for the annual grant fund for the Fanny House Farm Energy Storage Project has now been agreed. Innova have advised the Parish Council that their legal team will be sending out the formal contract for signing, by the Chair and Parish Clerk, in due course.

The presentation planned for this evening by the architect working with David Cox, of Cox Motors who own the VW Motor dealership on Mellishaw Lane, has been cancelled. The reason for the cancellation was due to further changes that

need to be made to the design. Once these changes have been made and the formal application re-submitted to Lancaster City Council a new date for the presentation will be agreed.

The application for a free framed Kings portrait has been submitted. Once received the portrait will be gifted to the Grosvenor Park School.

A new date for the Annual Meeting of the Parish Council has been agreed. The Annual Meeting will now be held on the 23.05.2024, along with the usual monthly meeting, providing the annual accounts summary has been completed and an internal audit carried out.

The issue regarding debris and rubbish left on site left following the ditching and cleaning out of the dyke at Green Lane and Sunderland Drive has been forwarded to Lancashire County Council (LCC) for their attention. Lancaster City Council confirmed that the dykes in this area are private and not their responsibility and any complaints should be passed to LCC.

The missing litter bin, that had been provided by the Parish Council, on the cycle/pedestrian way adjacent to ASDA has now been replaced by Lancaster City Council. Details of the locations of the five litter bins provided by the Parish Council have been passed to Lancaster City Council with a request for the bins to not be moved to other locations.

The refreshing of the carriageway yellow 'School Keep Clear' lining adjacent to the Grosvenor Park School has been carried out by Lancashire County Council.

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

Councillor Melling advised that he had now met on site with Lancaster City Council (LCC) representatives following his report of pollution concerns and trees and bushes being thrown into the dyke which flows within the Grosvenor Park housing estate.

LCC have advised that they will arrange for the removal of the cut trees and bushes. They also advised that pollution concerns should be reported to the Environment Agency (EA) via their Incident Hotline on 0800 807060. Councillor Melling advised that the pollution concerns have now been reported to the EA.

2530 Planning applications and statutory consultations:

Application No	Description
24/00262/FUL	Demolition of existing agricultural building and erection of agricultural livestock building. North Farm, Moss Road, Heaton with Oxcliffe, LA33ES.
23/00553/FUL	Part retrospective application for the demolition of stable buildings and erection of 3 dwellings. Land At The Rear of 105 White Lund Road, Morecambe, Lancashire, LA3 3DX.

The Parish Clerk advised that there had been two new planning applications received since the last meeting. Details had been sent to Councillors in advance of the meeting for their comment. Planning application **24/00262/FUL** was unanimously supported by the Parish Council. Planning application **23/00553/FUL** was majority not supported by the Parish Council. The reason for the Parish Council not supporting the application was they felt that the drainage provision for the site had not been adequately addressed. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decisions portal in line with

the Parish Council decisions.

2531 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for February/March 2024 which had been updated and sent to Councillors for their information in advance of the meeting. The Parish Clerk advised planning application **23/00381/RCN** had been permitted on the 13.03.2024. There had been no updates to any of the other ongoing planning applications.

2532 Accounts for payment:

John Fairclough - Lengthsman duties February 2024	£100.00
A Osmotherley - Parish Clerk fees & expenses February 2024	£629.96
Grosvenor Park School - Meeting room hire February 2024	£50.00
Zurich Municipal Insurance - Parish Council Insurance Annual Premium	£337.68
Zen Website Hosting - February 2024 (Paid Via DD)	£7.79

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.

2533 To Consider the NALC Civility and Respect Project:

The NALC Civility and Respect Project details had been passed to Councillors in advance of the meeting for their review. A discussion was held by Councillors, and it was agreed that the Parish Council would not sign up to the NALC Civility and Respect Project at this time. The decision would however be reviewed in three months.

2534 To Consider a request from David Morgan to be co-opted onto the Parish Council:

Earlier in the meeting during the public discussion Item David Morgan had discussed his request to join the Parish Council with Councillors. The Parish Clerk advised Councillors that David met the eligibility criteria to become a Heaton with Oxcliffe Parish Councillor. A discussion was held by Councillors, and it was unanimously agreed by Councillors that David would be co-opted onto the Parish Council. The Parish Clerk advised that he would begin the process for co-option following the meeting.

2535 Date and time of next meeting:

The next meeting of the Parish Council will be held on **Thursday 18th April 2024 at 7:00pm.**

Signed:

_____ Clerk

Signed:

_____ Chair

Heaton with Oxcliffe Parish Council Correspondence - February and March 2024



Date	Sender	Topic
18.02.2024	Parish Clerk	Parish Council Meeting 22.02.2024 Agenda/Summons and Supporting Information
20.02.2024	Beacons Champion for Lancashire	80TH ANNIVERSARY OF D-DAY - LIGHTING OF BEACONS
20.02.2024	Lancaster City Council	Reminder: Parish Council Forum Invite - at Lancaster's Storey Institute on Wednesday 28th February - Reminder
21.02.2024	NHS Lancashire and South Cumbria Cancer Alliance	Lancashire and South Cumbria Cancer Alliance stakeholder spring 2024
21.02.2024	Parish Resident	Heaton With Oxcliffe Parish Council - Ward Councillor Vacancies
22.02.2024	Parish Clerk	23/01260/FUL - Mellishaw North Development Site, Mellishaw Lane – Summary of Councillor decision
24.02.2024	Neighbourhood Alert	Commissioner Snowden announces new Chief Constable for Lancashire
24.02.2024	Mr M Diack	Memorial White Lund
24.02.2024	Parish Clerk	Parish Council Meeting Held 22.02.2024 - Draft Minutes for Comment/Agreement
24.02.2024	Parish Clerk	Ditching Works Between Green Lane and Sunderland Drive
29.02.2024	Parish Online	Parish Online Newsletter
29.02.2024	Parish Clerk	Parish Council Meeting Held 22.02.2024 - Minutes
29.02.2024	Innova	Community Benefit Fund Draft Agreement - Fanny House Farm
02.03.2024	Lancashire County Council	Publication of the new Flood Investigation and Ordinary Watercourse Regulation Policies and Approach
03.02.2024	Parish Clerk	Parish Council Bin Locations
05.03.2024	Neighbourhood Alert	The March 2024 edition of OUR NEWS
05.03.2024	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - March 2024
06.03.2024	Lancaster City Council	Adoption of Grosvenor Park Play Area

Heaton with Oxcliffe Parish Council Correspondence - February and March 2024



Date	Sender	Topic
07.03.2024	Lancaster City Council	24/00262/FUL - North Farm - Planning Application for Councillor Comment
08.03.2024	Parish Clerk	Lancaster District Parish Council Forum 28.02.2024
08.03.2024	Innova	Community Benefit Fund Draft Agreement - Fanny House Farm contract confirmation
08.03.2024	Lancaster City Council	Parish and Town Council Forum – Power Point Presentations
10.03.2024	Neighbourhood Alert	Spring into action with our crime prevention webinars
11.03.2024	Lancaster City Council	24/00262/FUL - North Farm - Summary of Councillor decision
11.03.2024	Parish Clerk	Possible job for Parish Lengthsman
12.03.2024	County Councillor Phillippa Williamson	Lancaster Rural North News - March 2024
13.03.2024	Parish Clerk	76844 Loose temporary signage, Morecambe – Update of Correspondence with LCC
13.03.2024	Parish Clerk	Ditching Works Between Green Lane and Sunderland Drive
14.03.2024	Rehab 4 Addiction	Boris Just Messaged You
17.03.2024	Parish Clerk	Implementing PAYE For Parish Clerk
18.03.2024	Parish Clerk	Annual Parish Council Meeting
18.03.2024	Lancashire County Council	The Flood Hub - Flood Risk and Planning Focus Week
18.03.2024	Parish Clerk	Heaton with Oxcliffe Parish Council - Your insurance policy is due for renewal
18.03.2024	Lancaster City Council	Parish Council Settlement Review
19.03.2024	Lancashire County Council Partnership Development Team	Local Nature Recovery Strategy consultation
21.03.2024	Parish Clerk	Grosvenor Park Culvert
21.03.2024	Lancaster City Council	23/00553/FUL Land At The Rear Of 105 White Lund Road - Amended Application - Planning Application for Councillor Comment

Heaton with Oxcliffe Parish Council Correspondence - February and March 2024



Date	Sender	Topic
22.03.2024	National Association of Local Councils (NALC)	NALC Civility and Respect Project
23.03.2024	Parish Clerk	Annual Parish Council Meeting - Confirmation of Meeting Date
24.03.2024	Parish Clerk	Draft Agenda For Comment/Agreement

Planning Application Comments & Decisions

February/March 2024



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
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
23/00381/RCN: Erection of one single storey building comprising of seven lettable bedrooms for holiday use, associated parking, new stone wall entrance. Golden Ball, Lancaster Road, Heaton with Oxcliffe, LA33ER.	Support In Principle	Application Permitted (13.03.2024)
23/00553/FUL: Erection of three two storey dwellings. Land at the Rear of 105 White Lund Road, Morecambe, LA3 3DX.	Support In Principle	Awaiting Approval
23/00919/FUL: Part retrospective application for a change of use of vacant land to extend an existing caravan site. Including access, hardstanding, car park, gates and fencing, siting of mobile home and re-siting of utility block. Land off Green Lane, Heaton with Oxcliffe.	Neutral	Awaiting Approval
23/00922/FUL: Demolition of existing workshop building, erection of single storey extension to existing showroom to provide a replacement vehicle workshop facility, erection of bodyshop and valet buildings, construction of wash bay and new parking/vehicle display area, installation of two EV charging bays and erection of bin store. 12 Middlegate, White Lund Trading Estate, LA33BN.	Support in Principle	Awaiting Approval
24/00117/ADV: Advertisement application for the display of an externally illuminated fascia sign. Pye Motors Ltd , Ovangle Road, Morecambe, Lancashire, LA3 3PF.	Majority Support in Principle	Awaiting Approval
23/01260/FUL: Erection of 3 new buildings comprising of 5 units for employment use. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe, Lancashire. (22/00462/FUL)	Support in Principle	Awaiting Approval

Updated 25.03.2024