

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend the Parish Council Meeting on Thursday 13th June 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

2553. To receive apologies
2554. To consider & approve Minutes of the Meeting held on Thursday 23rd May 2024
2555. To receive Declarations of Interest
2556. 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
2557. To consider the list of planning applications set out below

Application No:	Description
24/00012/FUL	Change of use of agricultural land for the siting of four holiday lodges with associated access and landscaping and associated works. Fanny House Farm, Oxcliffe Road, Heaton With Oxcliffe, Morecambe, Lancashire LA3 3EF.

2558. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions May and June 2024
2559. To authorise payment of the following accounts:

Payment Description	Amount
John Fairclough - Lengthsman Duties May 2024	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses May 2024	£511.16
HMRC Payroll Payment - Parish Clerk Salary May 2024 (paid 08.06.2024)	£118.80
Grosvenor Park School - Meeting Room Hire May 2024	£50.00
Bob Bailey - Internal Audit of Parish Council Accounts for Year Ending 31.03.2024	£144.00
Zen Website Hosting - May 2024 (Paid Via DD)	£7.79

2560. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

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

8th June 2024

PARISH OF HEATON-WITH-OXCLIFFE

Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 13th June 2024 at 7:00 pm.

Present:

Councillor Mr D Wright (Chair)
Councillor Mr P Melling (Vice Chair)
Councillor Mr W Jackson
Councillor Mr D Morgan

In Attendance:

Adrian Osmotherley - Parish Clerk
The Chair welcomed all attendees to the meeting.

2553 Apologies: Apologies were received from Councillor Simmons and Councillor Kelly due to ill health.

2554 Minutes: It was **RESOLVED** that the minutes of the meeting held on 23rd May 2024 be approved.

2555 Declarations of interest: There were no declarations of interest.

2556 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 been advised that the missing litter bin, that had been provided by the Parish Council on the cycle/pedestrian way adjacent to AXA Insurance, is still missing.

A request for the Parish Council to join the Public Rights of Way and Biodiversity grant scheme for 2024/25 has been made to Lancashire County Council.

The electronic contract has been signed and returned for the Fanny House Farm Community Benefit Scheme.

The hedgehog gates have been ordered from Hedgehogs R US.

Lancaster City Council Planning Department have been in contact with the resident on the Grosvenor Park housing estate where there had been a number of complaints received relating to the sight line issues at the junction Lune Drive and Hodder Avenue. The sight line issues were caused by the location and height of the fence.

The minutes of the Lancashire Association of Local Councils (LALC) meeting held on the 23.05.2024 have been received and passed on to Councillors for their information. The date of the next meeting is planned for the 17.07.2024.

The Annual Governance and Accountability Return 2023/24 Form 2 Certificate of Exemption AGAR Form 2 has been forwarded to the Government appointed external auditors pfk Littlejohn Limited for their information. Details of the Certificate of Exemption, Section 1 - Annual Governance Statement 2023/24 and Section 2 - Accounting Statements 2023/24 have been placed on the

Parish Council notice boards and website. In addition to the above the Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) has also been placed on the Parish Council notice boards and website. The document provides details and advice relating to the requirement of the Parish Council to make their accounting records and AGAR available for inspection by any person interested, for a specified period of time.

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

Councillor Melling advised that Councillor Kelly had been contacted by a Resident who lives on the Grosvenor Park estate regarding a fence problem and overgrown brambles at the rear of Wenning Court. Councillor Melling suggested that in the first instance the Parish Lengthsman could have a look to see if he could resolve the issue. This suggestion was agreed by the other Councillors present.

Councillor Melling advised that there was also a possible issue with a small shed and leaning fence that is making access to a footpath at Wenning Court on the Grosvenor Park estate very difficult to access. Councillor Melling advised he would provide some photos showing where the issue was. Once received the Parish Clerk would inform Lancaster City Council Development Control Team of the issue.

The Chair advised that he had seen a planning application fixed to street furniture on Green Lane proposing that part of the Green Lane Public Right of Way (PRoW) was being changed to a bridleway. The Parish Clerk said that he would contact Lancaster City Council Planning Department to confirm if this was the case. The Parish Clerk thought that the Parish Council should have been made aware of this proposal for their comment.

2557 Planning applications and statutory consultations:

Application No	Description
24/00012/FUL	Change of use of agricultural land for the siting of four holiday lodges with associated access and landscaping and associated works. Fanny House Farm, Oxcliffe Road, Heaton With Oxcliffe, Morecambe, Lancashire LA3 3EF.

The Parish Clerk advised that there had been one new planning application received since the last meeting. Details of the planning application had been sent to Councillors in advance of the meeting for their comment. Councillors majority objected to the application. The main reasons being the suitability of the proposal given the location and also in line with the objections detailed by the Lancaster City Council Planning Department. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decision portal with the Parish Council view.

2558 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for May/June 2024 which had been reviewed and sent to Councillors for their information in advance of the meeting. The Parish Clerk advised that since the last meeting there had been no new updates to any of the ongoing planning applications.

2559 Accounts for payment:

John Fairclough - Lengthsman duties May 2024	£159.04
A Osmotherley - Parish Clerk fees & expenses May 2024	£511.16
HMRC Payroll Payment - Parish Clerk salary May 2024	£118.80
Bob Bailey - Internal Audit of the Parish Council Accounts for Year ending 31.03.2024.	£144.00
Grosvenor Park School - Meeting room hire May 2024	£50.00
Zen Website Hosting - May 2024 (Paid Via DD)	£7.79

The Parish Clerk advised that Councillors had received the invoice details for all the above payments in advance of the meeting. In addition to the above the Parish Clerk asked for permission to pay the Hedgehogs R US invoice of £67.50. The invoice was received late in the period and had not been passed to Councillors in advance of the meeting. A discussion was held by Councillors. It was **RESOLVED** that payment for all the above invoices and the additional Hedgehogs R US invoice of £67.50 would be made.

2560 Date and time of next meeting:

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

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence - May and June 2024



Date	Sender	Topic
18.05.2024	Parish Clerk	Parish Council Meeting 18.04.2024 Agenda Summons and Supporting Information
20.05.2024	Parish Clerk	Annual Parish Council Meeting Agenda 23.05.2024 and Supporting Information
20.05.2024	Parish Clerk	Annual Parish Council Meeting Agenda 23.05.2024 and Supporting Information – Additional Information
21.05.2024	Lancashire County Council	Message from the Met office Advisor (NW England) - Widespread rainfall developing tomorrow and into Thursday - medium impact yellow warning
21.05.2024	Lancaster City Council - Community Connectors	Community Conversations: Eden Project Morecambe - Tuesday June 4 at 1.30pm
22.05.2024	Lancashire County Council	Update message from the Met Office Advisor - Yesterday's medium impact yellow rain warning now escalated to amber across the southern half of Northwest England
23.05.2024	Morecambe Town Council	Lancaster Area Forum - Planning
24.05.2024	Parish Clerk	Annual Meeting Draft Minutes for Comment/Agreement
24.05.2024	Lancaster City Council - Planning Enforcement Officer	New fence line on Lune Drive
24.05.2024	Lancashire County Council	Message from the Met Office Advisor for NW and NE England - Weekly horizon-scanning weather assessment
25.05.2024	Parish Clerk	Draft Meeting minutes for Comment/agreement

Heaton with Oxcliffe Parish Council Correspondence - May and June 2024



Date	Sender	Topic
28.05.2024	Lancashire County Council	OPSS Community Engagement Information
31.05.2024	Parish Clerk	Parish Council Annual Meeting Held 23.05.2024 - Minutes
31.05.2024	Parish Clerk	Parish Council Meeting Held 23.05.2024 - Minutes
03.06.2024	Lancaster City Council	Further information for planning application 24/00012/FUL - Fanny House Farm – Planning Application for Councillor Comment
05.06.2024	Parish Councils	COUNTY SERVICE TO COMMEMORATE THE 80th ANNIVERSARY OF D-DAY
05.06.2024	Lancaster City Council	Further information for planning application 24/00012/FUL - Fanny House Farm - Summary of Councillor Comments
05.06.2024	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - June 2024
07.06.2024	LALC Area Support Officer	Minutes of last Lancaster Area Committee Meeting
08.06.2024	Parish Clerk	Draft Agenda For Comment

Planning Application Comments & Decisions

May/June 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
23/00919/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
23/00553/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.	Not Supported	Awaiting Approval
24/00306/FUL: Retrospective application for the change of use of land for the siting of 10 caravans. Riverside Holiday Park, Lancaster Road, Morecambe, LA3 3ER.	Neutral	Awaiting Approval

Updated 07.06.2024