

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend the Parish Council Meeting on Thursday 23rd May 2024 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

2545. To receive apologies
2546. To consider & approve Minutes of the Meeting held on Thursday 18th April 2024
2547. To receive Declarations of Interest
2548. 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
2549. To consider the list of planning applications set out below

Application No:	Description
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.

2550. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions April and May 2024
2551. To authorise payment of the following accounts:

Payment Description	Amount
John Fairclough - Lengthsman Duties April 2024	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses April 2024	£511.16
HMRC Payroll Payment - Parish Clerk Salary April 2024	£118.80
Grosvenor Park School - Meeting Room Hire April 2024	£50.00
Microsoft 360 - Annual subscription 13.06.2024 to 12.06.2025	£47.52
HMRC PAYE For Employers Set-up Assistance from D Whiteway (50% of total costs split with Nether Kellet Parish Council)	£45.00
Zen Website Hosting - April 2024 (Paid Via DD)	£7.79

2552. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

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

16th May 2024

PARISH OF HEATON-WITH-OXCLIFFE

Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 23rd May 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 new Chair welcomed all attendees to the meeting. The Chair also welcomed David Morgan as the new Parish Councillor for the Winster Ward.

2545 Apologies: Apologies were received from Councillor Kelly due to ill health and Councillor Simmons due to the illness of a close family member.

2546 Minutes: It was **RESOLVED** that the minutes of the meeting held on 18th April 2024 be approved.

2547 Declarations of interest: There were no declarations of interest.

2548 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 advised that the missing litter bin, that had been provided by the Parish Council on the cycle/pedestrian way adjacent to AXA Insurance, has been replaced.

David Morgan has now been officially co-opted onto the Parish Council as Parish Councillor for the Winster Ward.

The Parish Clerk advised that the Parish Council had received an invitation to join the Lancashire County Council (LCC) Public Rights of Way Local Delivery Scheme and Biodiversity Small Grants Scheme for 2024/25. A discussion was held by Councillors, and it was agreed that the Parish Council would request to join the two schemes. The Parish Clerk advised that he would complete the opting in forms and return them to LCC.

An electronic contract has been received by the Parish Clerk regarding the Fanny House Farm Community Benefit Scheme. Once signed the contract will enable the Parish Council to qualify for an annual grant which will be calculated in line with the volume of solar energy storage maintained on the site.

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

Councillor Melling advised that he would check if the litter bin provided by the Parish Council on the cycle/pedestrian way had in fact been returned by Lancaster City Council.

Councillor Melling advised that he had received a number of complaints from residents on the Grosvenor Park housing estate regarding a large fence erected around part of a property. The new fence line was causing sight line issues for vehicular and pedestrians at the Junction Lune Drive and Hodder Avenue. The

Parish Clerk advised that he would forward these concerns on to the Lancaster City Council Planning Department for their comment.

Councillors Melling and Wright had attended the Lancashire Association of Local Councils (LALC) regional meeting held on the 23.05.2024. The meeting attended by other local Parish and Town Councils in the area had been facilitated by Morecambe Town Council. The meeting was held at Morecambe Town Hall.

Councillor Melling advised that a Chair and Secretary (John Ashworth) had been appointed for the meeting and future meetings. A number of presentations were provided by Lancashire County Council (LCC) Partnerships, LCC Scientific Services and National Highways. Discussions were held regarding shared issues and concerns amongst other Parish Councils. It was agreed that going forward these shared concerns and issues would be collated and reported where appropriate to hopefully provide a consensus view across Parish Councils. This in turn, it was hoped, would be able to create a greater impact.

The Chair advised that there had been a number of reports from residents relating to a young adult driving a quad bike around the Green Lane/Cathedral Drive/Portland Drive and the Portland Drive playing field area. The quad bike was being driven around these areas at speed on the footpaths as well as carriageway and within the playing field area. The police have been informed and Police Officers have been seen in and around the areas mentioned above.

2549 Planning applications and statutory consultations:

Application No	Description
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.

The Parish Clerk advised that there had been one new planning application received since the last meeting. Details of the retrospective planning application had been sent to Councillors in advance of the meeting for their comment. All Councillors were neutral with regards to the application. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decision portal with the Parish Council view.

2550 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for April/May 2024 which had been updated and sent to Councillors for their information in advance of the meeting. The Parish Clerk advised that since the last meeting Planning Application **24/00262/FUL** had been permitted on the 25.04.2024 and Planning Application **23/01260/FUL** had been withdrawn on the 29.04.2024. There had been no other updates to any of the ongoing planning applications

2551 Accounts for payment:

John Fairclough - Lengthsman duties April 2024	£159.04
A Osmotherley - Parish Clerk fees & expenses April 2024	£511.16
HMRC Payroll Payment - Parish Clerk Salary April 2024	£118.80
Microsoft 360 - Annual subscription 13.06.2024 to 12.06.2025	£47.52

HMRC PAYE For Employers Set-up Assistance from D Whiteway (50% of total costs split with Nether Kellet Parish Council)	£45.00
Grosvenor Park School - Meeting room hire April 2024	£50.00
Zen Website Hosting - April 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. A discussion was held by Councillors. It was **RESOLVED** that payment for all the above invoices would be made.

2552 Date and time of next meeting:
The next meeting of the Parish Council will be held on **Thursday 13th June 2024 at 7:00pm.**

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence - April and May 2024



Date	Sender	Topic
13.04.2024	Parish Clerk	Parish Council Meeting 18.04.2024 Agenda/Summons and Supporting Information
13.04.2024	Parish Clerk	Parish Council Meeting 18.04.2024 Agenda/Summons and Supporting Information - updated information
15.04.2024	Parish Online	Parish Online Newsletter #49
17.04.2024	County Councillor Rupert Swarbrick	76844 signed reply from County Councillor Rupert Swarbrick, Cabinet Member for Highways and Transport
17.04.2024	Lancashire County Council	CRNo563797 Green Lane Dyke
13.04.2024	Parish Clerk	Parish Council Meeting 18.04.2024 Agenda/Summons and Supporting Information - updated invoice details
19.04.2024	Parish Clerk	Draft Meeting Minutes for Comment
22.04.2024	Parish Clerk	Parish Council Meeting Held 18.04.2024 - Minutes
22.04.2024	Lancaster City Council	Councillor Co-opting Information
24.04.2024	Morecambe Town Council	Weed spraying programme Lancaster District
01.05.2024	Lancashire Fire and Rescue	Lancashire Fire and Rescue Service's Hot Topics
01.05.2024	Parish Clerk	Parish Clerk Holidays
03.05.2024	Lancashire County Council	Message from the Met Office Advisor for NW and NE England - Weekly horizon-scanning weather assessment
03.05.2024	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - May 2024
15.05.2024	Lancashire Association of Local Councils (LALC)	Lancaster Area Committee Meeting 22/5/24 at Morecambe Town Hall at 7pm
15.05.2024	Neighbourhood Watch	The May edition of OUR NEWS is here
15.05.2024	Lancaster City Council	24/00306/FUL-Riverside Holiday Park - Planning application for Councillor comment

Heaton with Oxcliffe Parish Council Correspondence - April and May 2024



Date	Sender	Topic
17.05.2024	Parish Clerk	Draft Agenda For Comment
17.05.2024	Lancaster City Council	24/00306/FUL-Riverside Holiday Park – Summary of Councillors decision
17.05.2024	Parish Clerk	Draft Agenda For Comment
17.05.2024	National Association of Local Councils (NALC)	NEW PUBLICATION

Planning Application Comments & Decisions

April/May 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
23/01260/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	Application Withdrawn (29.04.2024)
24/00262/FUL: Demolition of existing agricultural building and erection of agricultural livestock building. North Farm, Moss Road, Heaton with Oxcliffe, LA33ES.	Support in Principle	Application Permitted (25.04.2024)
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

Updated 17.05.2024