

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Summons to attend the Parish Council Meeting on Thursday 21st November 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

2577. To receive apologies
2578. To consider & approve Minutes of the Meeting held on Thursday 17th October 2024
2579. To receive Declarations of Interest
2580. 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
2581. To consider the list of planning applications set out below

Application No:	Description
24/00900/FUL	Erection of a Cattle Building. Downlands Farm, Moss Road, Heaton With Oxcliffe, Morecambe, LA3 3ES.
24/01201/FUL	Erection of 3 New Buildings comprising of 6 Units, Car Workshop and MOT Centre and Associated Parking. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe.

2582. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions October and November 2024
2583. To authorise payment of the following accounts:

Payment Description	Amount
John Fairclough - Lengthsman Duties October 2024	£253.12
Adrian Osmotherley - Parish Clerk Fees and Expenses October 2024	£510.96
HMRC Payroll Payment - Parish Clerk Salary October 2024 (paid 01.11.2024)	£1119.00
Bowker IT Ltd - It support for Parish Council printer and computer	£58.80
Bowker IT Ltd – It support for Parish Council website	£44.10
Fanny House Farm Contract Return - Postal costs for registered delivery (paid by Parish Clerk)	£8.35

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Zen Website Hosting - October 2024 (Paid Via DD)
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£7.79

2584. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

18th November 2024

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

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on
Thursday 21st November 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
Councillor Mr J Simmons

In Attendance:

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

2577 Apologies: Apologies were received from Councillor Kelly who was unable to attend due to the icy conditions on the evening of the meeting.

2578 Minutes: It was **RESOLVED** that the minutes of the meeting held on 17th October 2024 be approved.

2579 Declarations of interest: There were no declarations of interest.

2580 Public discussion and information only updates:

1. **Public discussion:**

There was one member of the general public attending the meeting. The Parish Clerk advised that he had been contacted in advance of the meeting by Tony Mills who is acting on behalf of the David Cox Motor Group with regards to a planning application reference 24/01201/FUL. Tony Mills had advised that the developer David Cox would be attending the meeting to provide details of the proposed planning application reference Agenda Item 2581: Planning applications and statutory consultations.

The Chair adjourned the meeting to enable the member of the general public to introduce themselves. David Cox, the owner of the Cox Motor Group and the developer, introduced himself to the Parish Council. David Cox provided details of the planning application and his aspirations for the proposed new development. Once this presentation had been completed Councillors were able to ask a number of questions relating to the planning application. Following questions from Councillors the Chair thanked David Cox for his time and for attending the meeting to provide the Parish Council with an overview of the David Cox Group Ltd planning application. The Chair reconvened the meeting. The Chair advised Councillors that further debate regarding the planning application would be held during the Item 2581.

2. **Parish Clerk report and correspondence:**

The issues reported by Residents relating to young adults congregating around and using the Grosvenor Park play area on Roeburn Drive have been reported to the local Police Officer and the L&M College.

A meeting, facilitated by the Lancaster City Council Public Realm Manager, was held to discuss the ongoing issues identified by the Parish Council over the past six months relating to the cycle/pedestrian Way which runs between Morecambe, Lancaster, Glassen Dock and Caton. The issues identified by the Parish Council related to inappropriate use of the Way by horse and rider, horse and trotter/driver, high powered electric scooters and e-bikes as well as a lack of maintenance on some stretches of the Way. The meeting was attended by two local Police Officers, representatives from Lancaster City Council and Lancashire County Council. The meeting discussed a range of issues relating to ownership, maintenance regimes and responsibilities. A number of actions were put in place to hopefully improve the Way as a whole. The concrete block blocking access to the Mellishaw Lane Public Right of Way (PRoW) has been reported to Lancashire County Council PRoW Team for their action.

The small gap in the Grosvenor Park Lagoon perimeter fencing, reported to the Parish Council by a concerned Resident, has been reported to Lancaster City Council for their attention.

The Parish Clerk asked Councillors to consider the Precept application for the period 2025 to 2026. An agenda item will be added to the December 2024 meeting for further discussion.

The Parish Clerk advised that the Local Government pay increase from 01.04.2024 had now been agreed. This pay increase will be reconciled in the Parish Clerk invoice for November for agreement at the December meeting. Provisional dates for the 2025 Parish Council meetings have been forwarded to the Grosvenor Park School Bursar for agreement. Once this has been agreed the meeting dates will be forwarded to Councillors for their agreement.

The formal contract for the Innova Fanny House Farm solar generation grant has been signed by the Chair and Vice Chair and returned to Innova.

The street lighting issue highlighted by the Chair at the October meeting has been reported to Lancaster City Council (LCC). LCC have attended to cut back tree branches obscuring the streetlights to try and improve the lighting from the existing streetlights in the area. The issue regarding insufficient street lighting has been passed to their Engineering Department for assessment.

The footway that was overgrown with brambles and vegetation at Brock Close has been removed by the Parish Council Lengthsman.

Lining works have now been carried out to one of the three junctions identified by the Parish Council as needing the junction markings refreshing on the White Lund Trading Estate. The junction at Middlegate/Southgate adjacent to Arnold Clark has had the existing thermoplastic white lining renewed.

The IT issues relating to the Parish Council printer, computer and website have now been resolved by Bowker IT.

The Parish Lengthsman (John Fairclough) has decided to retire. The Parish Clerk has met with John, and John has agreed that he will continue to maintain the stocks and seating areas until the end of March 2025. The weed spraying equipment and weed killer as well as the Tommies will be handed over to the Parish Clerk for storage. On behalf of the Parish Council the Chair said he would like to thank John for his dedication and efforts during the past 10 years. A discussion was held by Councillors, and it was agreed that the Parish Clerk would look into finding a replacement for John.

The Parish Clerk requested that a company be engaged to carry out the monthly payroll for the Parish Council. A discussion was held by Councillors, and it was agreed that this could be looked into by the Parish Clerk.

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

Councillor Melling advised that he would like to take up the free offer from Lancashire County Council for up to 25 tree saplings that could be planted in the Parish. The Parish Clerk asked Councillor Melling to provide details and photos of proposed locations where the tree saplings could be planted as the locations would need agreement from either Lancaster City Council or Lancashire County Council.

Councillor Morgan advised that he had attended the on-line training course provided by the Lancashire Association of Local Councillors (LALC) for new Councillors. He said the course was very informative and provided useful information which would benefit him in carrying out his role as a Parish Councillor.

2581 Planning applications and statutory consultations:

Application No	Description
24/00900/FUL	Erection of a Cattle Building. Downlands Farm, Moss Road, Heaton With Oxcliffe, Morecambe, LA3 3ES.
24/01201/FUL	Erection of 3 New Buildings comprising of 6 Units, Car Workshop and MOT Centre and Associated Parking. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe.

The Parish Clerk advised that there had been two new planning applications received since the last meeting. Details of the planning applications had been sent to Councillors in advance of the meeting for their comment.

Application **24/00900/FUL** was unanimously supported by Councillors.

Application **24/01201/FUL** had been discussed during Item 2580 a) Public discussion. A discussion was held by Councillors considering the presentation provided by the owner of the proposed application David Cox. Councillors were conscious that the development would bring employment to the Mellishaw North Development Site, which was very positive, but they were concerned that the development could lead increased vehicular and pedestrian traffic to and from the site along Oxcliffe Road and Mellishaw Lane. Concerns were also raised regarding

the lack of footway provision on Mellishaw Lane to and from the entrance to the Mellishaw North Industrial Estate. Councillors agreed that they would further consider the planning application outside the meeting and advise the Parish Clerk of their comments and view in due course. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decision portal with the Parish Council comments relating to Application **24/00900/FUL**.

2582 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for October and November 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 there have been no new updates to any of the ongoing applications.

2583 Accounts for payment:

John Fairclough - Lengthsman duties October 2024	£253.12
A Osmotherley - Parish Clerk fees & expenses October 2024	£510.96
HMRC Payroll Payment - Parish Clerk salary September 2024 (paid 01.11.2024)	£119.00
Bowker IT Ltd - It support for Parish Council printer and computer	£58.80
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Fanny House Farm Contract Return - Postal costs for registered delivery (paid by Parish Clerk)	£8.35
Zen Website Hosting - October 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.

2584 Date and time of next meeting:

The Parish Clerk requested that the next meeting be brought forward from the 19th to the 12th due to his holiday commitments. A discussion was held by Councillors, and it was agreed that the next meeting of the Parish Council will be held on **Thursday 12th December 2024 at 7:00pm**.

Signed:

_____ Clerk

Signed:

_____ Chair

Heaton with Oxcliffe Parish Council Correspondence - October & November 2024



Date	Sender	Topic
11.10.2024	Parish Clerk	Parish Council Meeting 17.10.2024 Agenda Summons and Supporting Information
14.10.2024	Lancashire Association of Local Councils (LALC)	Notice of LALC AGM 2nd November 2024
16.10.2024	Lancaster City Council	Fence at 10 Lune Drive, LA3 3RZ
17.10.2024	Lancaster City Council	Fence at 10 Lune Drive, LA3 3RZ - Update
17.10.2024	Lancashire County Council	Flooding advice after yesterday's weather conditions
18.10.2024	Lancashire County Council	Horizon scan for the North of England - Storm Ashley
18.10.2024	Lancaster City Council	24/00900/FUL - Downlands Farm - Planning Application for Councillor Comment
18.10.2024	Parish Clerk	Parish Council Meeting Draft Minutes for Comment
19.10.2024	In The Know About Lancashire	We still need your input – have your say today
20.10.2024	Parish Clerk	Parish Council Meeting Held 17.10.2024 - Minutes
21.10.2024	Parish Clerk	Grosvenor Park Play Area Concerns
21.10.2024	Parish Clerk	Computer and Printer Issues
21.10.2024	Parish Clerk	Caton to Morecambe Pedestrian/Cycleway Way - Update
22.10.2024	L&M College of FE	Response to complaint
22.10.2024	Lancashire County Council	Winter gritting bulletin 18th October 2024
22.10.2024	Lancaster City Council - Community Connectors	Climate and Nature Community Conversations

Heaton with Oxcliffe Parish Council Correspondence - October & November 2024



Date	Sender	Topic
22.10.2024	Lancashire Association of Local Councils (LALC)	New Training dates available
22.10.2024	Lancaster City Council	Fence at 10 Lune Drive, LA3 3RZ - Update
23.10.2024	Lancaster Police	Grosvenor Park Play Area Concerns - Update
24.10.2024	Carnforth TC Parish Clerk	War Memorial centenary
24.10.2024	Parish clerk	24/00900/FUL - Downlands Farm - Summary of Councillor Comment
25.10.2024	Lancashire County Council	Winter gritting bulletin 25th October 2024
25.10.2024	Lancashire County Council	Bus Service Changes for November 2024
25.10.2024	Parish Councils	LANPAC - Parish Councils
31.10.2024	Parish Clerk	Footway Lighting Issue Salisbury Close to Coatsfoot Walk Off Green Lane
02.11.2024	Parish Clerk	Footway Lighting Issue Salisbury Close to Coatsfoot Walk Off Green Lane - Lancaster City Council Reporting Issues
02.11.2024	Parish Clerk	Parish Clerk Holidays
08.11.2024	Lancaster City Council	24/01201/FUL Mellishaw North Development Site - Planning application for Councillor comment
18.11.2024	Lancaster City Council	Fence at 10 Lune Drive, LA3 3RZ - update
18.11.2024	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - November 2024

Heaton with Oxcliffe Parish Council Correspondence - October & November 2024



Date	Sender	Topic
18.11.2024	Lancashire County Council	1 Severn Court Fence Issues - Grosvenor Park Housing Estate
18.11.2024	Parish Resident	Damaged fence at Lune Drive, Grosvenor Park Estate
18.11.2024	Tony Hills Studio	Mellishaw Business Park, Mellishaw Lane - Developers proposals presentation request
18.11.2024	Lancashire Association of Local Councils (LALC)	LALC/NALC member councils - new website, creating your account

Planning Application Comments & Decisions October & November 2024



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
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
24/00733/FUL: Demolition of existing bungalow and stable buildings and erection of a replacement 2 storey dwelling. The Bungalow, Green Lane, Heaton With Oxcliffe, Morecambe, Lancashire LA3 3EL. (Application Withdrawn 06.08.2024)	Majority Object	Awaiting Approval

Updated 18.11.2024