

# **HEATON-WITH-OXCLIFFE PARISH COUNCIL**

## **MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**Summons to attend the Parish Council Meeting on Thursday 12<sup>th</sup> December 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**

2585. To receive apologies
2586. To consider & approve Minutes of the Meeting held on Thursday 21<sup>st</sup> November 2024
2587. To receive Declarations of Interest
2588. 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
2589. To consider the list of planning applications set out below

<b>Application No:</b>	<b>Description</b>
<b>24/01329/VCN</b>	Erection of a single 2-2.5MW windturbine, associated access roads, switchgear enclosure and associated infrastructure (Pursuant to the variation of condition 3 on planning permission 11/00073/FUL to extend the operational time period). Fanny House Farm, Oxcliffe Road, Heaton With Oxcliffe, LA3 3EF.
<b>24/01116/CU</b>	Change of use of land to domestic garden with driveway and construction of wall in association with 250 Oxcliffe Road. 250 Oxcliffe Road, Heaton With Oxcliffe, Morecambe, LA3 3EH.

2590. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions November and December 2024
2591. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
John Fairclough - Lengthsman Duties November 2024	£127.68
Adrian Osmotherley - Parish Clerk Fees and Expenses November 2024	£685.44
Grosvenor Park School - Meeting Room Hire October 2024	£50.00
Grosvenor Park School - Meeting Room Hire November 2024	£50.00
Bowker IT - Access Issues with Parish Website	£14.70
HMRC Payroll Payment - Parish Clerk Salary Nov 2024 (paid 01.12.2024)	£162.60

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Zen Website Hosting - November 2024 (Paid Via DD)	£7.79
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2592. To consider the annual Precept application for the period 01.04.2025 to 31.03.2026  
2593. To consider the date and time of the next meeting

**Parish Clerk  
106 Broadway  
Morecambe,  
LA45XZ**

**6<sup>th</sup> December 2024**

**Tel: 07916029265 Email: [clerk@heatonwithoxcliffepc.org.uk](mailto: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 12<sup>th</sup> December 2024 at 7:00 pm.**

**Present:**

Councillor Mr D Wright (Chair)

Councillor Mr W Jackson

Councillor Mrs G Kelly

Councillor Mr D Morgan

Councillor Mr J Simmons

**In Attendance:**

Adrian Osmotherley - Parish Clerk

The Chair welcomed all attendees to the meeting.

**2585 Apologies:** Apologies were received from Councillor Mr P Melling.

**2586 Minutes:** It was **RESOLVED** that the minutes of the meeting held on 21<sup>st</sup> November 2024 be approved.

**2587 Declarations of interest:** There were no declarations of interest.

**2588 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:**

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 defects to the perimeter fencing, play area apparatus and rubber floor areas at the Portland Drive play areas have been reported to, and subsequently repaired by, Lancaster City Council.

The small gap in the Grosvenor Park Lagoon perimeter fencing has been repaired by Lancaster City Council.

The 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 information.

The street lighting and footway issues between Salsbury Close and Coatsfoot Walk have been reported to Lancaster City Council Engineering Department for their assessment.

The Parish Council Lengthsman John Fairclough has confirmed he will retire on the 31.03.2025. Once again, the Parish Council thanked John for his commitment and hard work over the past eight years.

The Parish Clerk reminded Councillors that he will be on holiday leave from the 15<sup>th</sup> to 22<sup>nd</sup> December 2024.

The Parish Clerk has spoken to an accounting company who are willing to carry out the monthly payroll for the Parish Council.

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

Councillor Wright advised that he would visit the Portland Drive play area to review the repair work carried out by Lancaster City Council and report back to the January 2025 meeting.

**2589 Planning applications and statutory consultations:**

Application No	Description
<b>24/01329/VCN</b>	Erection of a single 2-2.5MW windturbine, associated access roads, switchgear enclosure and associated infrastructure (Pursuant to the variation of condition 3 on planning permission 11/00073/FUL to extend the operational time period). Fanny House Farm, Oxcliffe Road, Heaton With Oxcliffe, LA3 3EF.
<b>24/01116/CU</b>	Change of use of land to domestic garden with driveway and construction of wall in association with 250 Oxcliffe Road. 250 Oxcliffe Road, Heaton With Oxcliffe, Morecambe, LA3 3EH.

The Parish Clerk advised that there had been one new planning application, and one new change of use application received since the last meeting. Details of the planning applications had been sent to Councillors in advance of the meeting for their comment.

Application **24/01329/VCN** was unanimously supported by the Parish Council.

Application **24/01116/CU** was majority supported by the Parish Council. The Parish Clerk advised Councillors that he had updated the Lancaster City Council Planning Applications and Decisions portal with the Parish Council decisions.

**2590 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for November and December 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.

**2591 Accounts for payment:**

John Fairclough - Lengthsman duties November 2024	£127.68
A Osmotherley - Parish Clerk fees & expenses November 2024	£685.44
HMRC Payroll Payment - Parish Clerk salary November 2024 (paid 01.12.2024)	£162.60
Grosvenor Park School - Meeting room hire October 2024	£50.00

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Bowker IT - Access Issues with the Parish Council Website	£14.70
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.

**2592 To consider the annual Precept application for the period 01.04.2025 to 31.03.2026:**

The Parish Clerk advised that he had forwarded the Parish Council (PC) financial forecasts up to 31.03.2025 and for the period 01.04.2025 to 31.03.2026. An explanation of the PC costs for these periods was provided by the Parish Clerk. The Parish Clerk advised that the PC financial costs for the period 01.04.2025 to 31.03.2026 is estimated to be £12,900.00.

The Parish Clerk reminded Councillors that the Precept received for the period 01.04.2024 to 31.03.2025 was £12,542.67. A 5% increase to this value would result in a Precept value of £13,169.80. A discussion was held by Councillors, and it was agreed that a 5% increase to the value of the Precept received for the last financial year would be requested. The Parish Clerk advised he would complete the necessary Precept application forms and return them to Lancaster City Council.

**2593 Date and time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 16<sup>th</sup> January 2025 at 7:00pm.**

The Chair wished all attendees a Merry Christmas and a happy New Year and hoped to see everyone safe and well at the January meeting. The meeting closed at 8.00pm.

Signed:

\_\_\_\_\_ Clerk

Signed:

\_\_\_\_\_ Chair

## Heaton with Oxcliffe Parish Council Correspondence - November and December 2024



Date	Sender	Topic
18.11.2024	Parish Clerk	Parish Council Meeting 21.11.2024 Agenda Summons and Supporting Information
18.11.2024	Lancaster City Council	DMMO Clay Lane, Heysham 804-704 - Application for Councillor consideration
19.11.2024	Neighbourhood Alert	Join our crime prevention & safety online webinars this week
20.11.2024	Lancashire County Council	Message from the Met Office Advisor (NW England)
20.11.2024	Parish Clerk	Mellishaw Business Park, Mellishaw Lane
21.11.2024	Lancaster City Council	24/01116/CU 250 Oxcliffe Road - Planning application for Councillor comment
21.11.2024	Parish Clerk	Mellishaw Business Park, Mellishaw Lane - additional information
21.11.2024	Parish Clerk	Mellishaw Business Park, Mellishaw Lane - additional information from the developer
21.11.2024	John Fairclough	Retiring as Lengthsman
22.11.2024	Lancashire County Council	Winter gritting bulletin 15th November 2024
22.11.2024	Parish Clerk	24/01201/FUL Mellishaw North Development Site - Summary of Councillor comment
22.11.2024	Lancashire County Council	Message from the Met Office Advisor (NW England) - Weekly Horizon
23.11.2024	Parish Clerk	Draft Meeting Minutes for Comment/Consideration
23.11.2024	In The Know About Lancashire	McDonalds, Morecambe Road, Coffee with a Cop :

## Heaton with Oxcliffe Parish Council Correspondence - November and December 2024



Date	Sender	Topic
25.11.2024	Lancashire County Council	Bus Service Changes for December 2024 / Amendment to Service 42
25.11.2024	Lancaster City Council	Grosvenor Park Estate - Lagoon Perimeter Fence Adjacent to Lune Road
27.11.2024	Parish Clerk	Grosvenor Park Estate - Lagoon Perimeter Fence Adjacent to Lune Road - Update
27.11.2024	Parish Clerk	Parish Council Meeting Held 21.11.2024 - Minutes
27.11.2024	Parish Clerk	Precept Application - Financial Forecast
29.11.2024	Lancashire County Council	Message from the Met Office Advisor - Horizon scan for the North of England
29.11.2024	Lancashire County Council	Winter Stakeholder bulletin -29 November 2024
04.12.2024	Lancaster City Council	Priors Gate - Repairs and Issues
04.12.2024	Parish Clerk	24/01201/FUL Mellishaw North Development Site - Councillor Comments and View - Summary of Councillor comment
04.12.2024	In The Know About Lancashire	Take part in our Cybercrime Survey
04.12.2024	Lancaster City Council	24/01116/CU 250 Oxcliffe Road - Summary of Councillor Comment
04.12.2024	Parish Councils	Lancashire PCC - Launch of the Police and Crime Plan 2024 - 2029
05.12.2024	Lancashire County Council	Message from the Met Office Advisor (NW England)

## Heaton with Oxcliffe Parish Council Correspondence - November and December 2024



Date	Sender	Topic
05.12.2024	Lancaster City Council	24/01329/VCN Fanny House Farm - Planning application for Councillor comment
06.12.2024	Parish Clerk	Draft Agenda for Comment
06.12.2024	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - December 2024
08.12.2024	Lancashire County Council	Flood action group/community resilience groups - flood reporting advice
08.12.2024	Lancaster City Council	Update on the Lancaster District Local Plan



# Planning Application Comments & Decisions

## November and December 2024



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>23/00919/FUL:</b> 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
<b>23/00922/FUL:</b> 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
<b>24/00733/FUL:</b> 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/Not Supported	Awaiting Approval
<b>24/00900/FUL:</b> Erection of a Cattle Building. Downlands Farm, Moss Road, Heaton With Oxcliffe, Morecambe, LA3 3ES.	Support in Principle	Awaiting Approval
<b>24/01201/FUL:</b> 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.	Majority Support in Principle	Awaiting Approval

Updated 23.11.2024