

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

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

**Summons to attend the Parish Council Meeting on Thursday 16<sup>th</sup> January 2025 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 12<sup>th</sup> December 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>24/01309/FUL</b>	Conversion of one industrial unit (B2) into two industrial units (B2), installation of roller shutter and door and additional parking. 16C Middlegate, White Lund Industrial Estate, Morecambe, Lancashire, LA3 3BN.

2590. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions December 2024 & January 2025
2591. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
John Fairclough - Lengthsman Duties December 2024	£112.00
Adrian Osmotherley - Parish Clerk Fees and Expenses December 2024	£532.76
Grosvenor Park School - Meeting Room Hire December 2024	£50.00
HMRC Payroll Payment - Parish Clerk Salary Dec 2024 (paid 05.01.2025)	£124.60
Zen Website Hosting - December 2024 (Paid Via DD)	£7.79

2592. To consider the date and time of the next meeting

**Parish Clerk  
106 Broadway  
Morecambe,  
LA45XZ**

**5<sup>th</sup> January 2025**

**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 16<sup>th</sup> January 2025 at 7:00 pm.**

**Present:**

Councillor Mr D Wright (Chair)

Councillor Mr W Jackson

Councillor Mrs G Kelly

Councillor Mr J Simmons

**In Attendance:**

Adrian Osmotherley - Parish Clerk

The Chair welcomed all attendees to the meeting.

**2585 Apologies:** Apologies were received from Councillors Mr P Melling and Mr D Morgan.

**2586 Minutes:** It was **RESOLVED** that the minutes of the meeting held on 12<sup>th</sup> December 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) reported to Lancashire County Council (LCC) PRoW Team has been acknowledged. At this time the LCC PRoW Team are considering what action, if any, to take. The LCC PRoW Team feel that the position of the concrete block allows access to the general public on foot but is preventing unauthorised access by bikes and quad bikes. The Parish Council have however pointed out to the LCC PRoW Team that access is not possible for members of the general public using a wheelchair and/or with a pram.

The provisional dates for the 2025 Parish Council meetings have been confirmed by the Grosvenor Park School Bursar and forwarded to Councillors for their information.

Confirmation has been received from Lancaster City Council that they have now adopted the Grosvenor Park play area and as such all future maintenance and repairs will be their responsibility.

A Precept application of £13,169.80 for the Parish Council running costs for the period 01.04.2025 to 31.03.2026 has been made to Lancaster City Council.

The street lighting and footway issues between Salisbury Close and Coltsfoot Walk have been considered by Lancaster City Council Engineering Department.

They have advised that the street lighting and highway in this area are Lancashire County Council (LCC) responsibility. Councillor Wright advised that he would report the footway issues to LCC via the Love Clean Streets reporting App.

The Parish Clerk reminded Councillors that he will be on holiday leave from the 25<sup>th</sup> January to 9<sup>th</sup> February.

The Parish Clerk has agreed with a local accounting company, who are willing to carry out the monthly payroll for the Parish Council, that they will manage the Parish Council payroll. The management of the Parish Council payroll will start on the 01.04.2025. The accounting company will also manage any employee national insurance employer implications given the changes identified in the recent central government budget.

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

Councillor Wright advised that he has now visited the Portland Drive play area to review the repair work carried out by Lancaster City Council. The repairs to the broken fence and repairs to the play area equipment and floor have been carried out.

Councillor Wright advised that he attended the Lancashire Association of Local Councils (LALC) meeting held at Morecambe Town Hall on the 15.01.2025. The minutes of the meeting will be passed to Councillors once they have been received. The meeting was attended by the Local Police who discussed a number of topics relating to theft and the issues being caused by scooters and high-powered e-bikes in the area.

**2589 Planning applications and statutory consultations:**

Application No	Description
<b>24/01309/FUL</b>	Conversion of one industrial unit (B2) into two industrial units (B2), installation of roller shutter and door and additional parking. 16C Middlegate, White Lund Industrial Estate, Morecambe, Lancashire, LA3 3BN.

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. Application **24/01309/FUL** was unanimously 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 decision.

**2590 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for December 2024 and January 2025 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 application **24/00900/FUL** had been refused on the 09.01.2025.

**2591 Accounts for payment:**

John Fairclough - Lengthsman duties December 2024	£112.00
A Osmotherley - Parish Clerk fees & expenses December 2024	£532.76
HMRC Payroll Payment - Parish Clerk salary December 2024 (paid 05.01.2025)	£124.60
Grosvenor Park School - Meeting room hire December 2025	£50.00
Zen Website Hosting - December 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 Date and time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 27<sup>th</sup> February 2025 at 7:00pm.**

Signed:

---

Clerk

Signed:

---

Chair

## Heaton with Oxcliffe Parish Council Correspondence - December 2024 & January 2025



Date	Sender	Topic
08.12.2024	Parish Clerk	Parish Council Meeting 12.12.2024 Agenda Summons and Supporting Information
10.12.2024	Lancashire County Council	Winter gritting bulletin 6th December 2024
10.12.2024	Lancaster City Council	Priors Gate - Remedial Works and Repairs
10.12.2024	Parish Clerk	Parish Council Meeting 12.12.2024 Agenda Summons and Supporting Information - Updated Information
08.12.2024	Parish Clerk	24/01329/VCN Fanny House Farm – Summary of Councillor comment
12.12.2024	Lancaster City Council	Footway Lighting Issue Salisbury Close to Coatsfoot Walk Off Green Lane
13.12.2024	Parish Clerk	Draft Meeting minutes for comment/agreement
14.12.2024	Lancaster City Council	24/01309/FUL 16C Middlegate - Planning application for Councillor comment
14.12.2024	Parish Clerk	Parish Council Meeting Held 12.12.2024 - Minutes
23.12.2024	Lancashire County Council	Winter gritting bulletin 20th December 2024
23.12.2024	Lancashire County Council	Message from the Met Office Advisor (NW England)
23.12.2024	Lancaster City Council	24/01309/FUL 16C Middlegate - Summary of Councillor comment
30.12.2024	Lancashire County Council	Message from the Met Office Advisor (NW England)
31.12.2024	Lancashire County Council	Update message from the Met Office Advisor (NW England) - update

## Heaton with Oxcliffe Parish Council Correspondence - December 2024 & January 2025



Date	Sender	Topic
03.01.2025	Lancashire County Council	Winter gritting bulletin 3rd January 2025
06.01.2025	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - January 2025
03.01.2025	National Association of Local Councils (NALC)	Open letter to parish and town councils.
07.01.2025	Lancaster City Council	Adoption of Grosvenor Park Play Area
07.01.2025	Parish Clerk	2025 Meeting Dates
10.01.2025	Lancashire County Council	Access/Egress Issue At Mellishaw Lane PRoW - PRW-153738 - FP0116004
10.01.2025	Parish Clerk	Draft Agenda for Comment

# Planning Application Comments & Decisions

## December 2024 & January 2025



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	Application Refused (09.01.2025)
<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
<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.	Unanimous Support	Awaiting Approval
<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.	Majority Support	Awaiting Approval

Updated 23.12.2024