

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

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

**Summons to attend the Parish Council Meeting on Thursday 3<sup>rd</sup> April 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**

2609. To receive apologies
2610. To consider & approve Minutes of the Meeting held on Thursday 20<sup>th</sup> March 2025
2611. To receive Declarations of Interest
2612. 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
2613. To consider the list of planning applications set out below

<b>Application No:</b>	<b>Description</b>

2614. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions March and April 2025
2615. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
John Fairclough - Lengthsman Duties March 2025	£112.00
Adrian Osmotherley - Parish Clerk Fees and Expenses March 2025	£532.76
Grosvenor Park School - Meeting Room Hire March 2025	£50.00
HMRC Payroll Payment - Parish Clerk Salary March 2025 (paid 04.04.2025)	£124.40
Scribe Accounting System - Annual Subscription 2025 to 2026	£207.36
Unity Trust Bank - Parish Council Bank Account Monthly Fee	£6.00
Zen Website Hosting - March 2025 (Paid Via DD)	£7.79

2616. To consider the date and time of the next meeting

**Parish Clerk  
106 Broadway  
Morecambe,  
LA45XZ**

**Tel: 07916029265 Email: [clerk@heatonwithoxcliffepc.org.uk](mailto:clerk@heatonwithoxcliffepc.org.uk)**

**28<sup>th</sup> March 2025**

**PARISH OF HEATON-WITH-OXCLIFFE**  
**Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on**  
**Thursday 3<sup>rd</sup> April 2025 at 7:00 pm.**

**Present:**

Councillor Mr D Wright (Chair)  
Councillor Mr W Jackson  
Councillor Mrs G Kelly  
Councillor Mr P Melling (Vice Chair)  
Councillor Mr J Simmons

**In Attendance:**

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

**2609 Apologies:** Apologies were received from Councillor Simmons.

**2610 Minutes:** It was **RESOLVED** that the minutes of the meeting held on 20<sup>th</sup> March 2025 be approved.

**2611 Declarations of interest:** There were no declarations of interest.

**2612 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 Precept for the financial period 01.04.2025 to 31.03.2026 has been received.

Councillor Morgan has formally resigned as Councillor for the Winster Ward. Details of his resignation have been passed to the Lancaster City Council Electoral Team for their information. A Notice of Casual Vacancy for the Winster Ward has been advertised by Lancaster City Council and details of the vacancy placed in all three Parish Council noticeboards.

Confirmation of the ownership and responsibility for repairing of the exit/entrance road to the Lancaster and Morecambe Refuse Centre is yet to be confirmed. Further information was sought by the Parish Clerk following the defect report submitted by Councillor Melling using the Love Clean Streets app. Lancashire County Council had only advised that the maintenance of this section of carriageway was not their responsibility.

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

Councillor Melling advised he was obtaining quotes for the memorial plaque. Once the plaque had been made a date for the plaque to be formally erected will be agreed in conjunction with the wife of the late Keith Percy and the Grosvenor Park School. Councillor Melling hoped that Councillors would attend

for the erecting of the plaque once a date and time had been confirmed. Councillor Melling expressed his disappointment with the lack of information and guidance following the closure of the defect report which he had made using the Lancashire County Council Love Clean Streets app. The Parish Clerk advised that he would try and establish who was responsible for the maintenance of the entrance/exit road into the Lancaster and Morecambe refuse centre.

**2613 Planning applications and statutory consultations:**

Application No	Description
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The Parish Clerk advised that there had been no new planning applications received since the last meeting.

**2614 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for March 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 there have been no changes/updates to any of the current ongoing planning applications.

**2615 Accounts for payment:**

John Fairclough - Lengthsman duties March 2025	£112.00
A Osmotherley - Parish Clerk fees and expenses March 2025	£532.76
HMRC Payroll Payment - Parish Clerk salary March 2024 (paid 04.03.2025)	£124.40
Grosvenor Park School - Meeting room hire March 2025	£50.00
Scribe Accounting System - Annual Subscription 2025 to 2026	£207.36
Unity Trust Bank - Parish Council bank account monthly fee	£6.00
Zen Website Hosting - March 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.

**2616 Date and time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 15<sup>th</sup> May 2025 at 7:00pm.**

Signed:

\_\_\_\_\_ Clerk

Signed:

\_\_\_\_\_ Chair

## Heaton with Oxcliffe Parish Council Correspondence - March & April 2025



Date	Sender	Topic
17.03.2025	Parish Clerk	Parish Council Meeting 20.03.2025 Agenda Summons and Supporting Information
21.03.2025	Parish Clerk	Draft Meeting Minutes For Comment/Agreement
22.03.2025	Lancashire County Council	Bus Service Changes for March 2025 / Amendment
22.03.2025	Parish Clerk	Parish Council Meeting Held 20.03.2025 - Minutes
24.03.2025	County Councillor Phillippa Williamson	Early March Newsletter
24.03.2025	Parish Clerk	Councillor Resignation
25.03.2025	Parish Clerk	Councillor Resignation - Parish Council Response
25.03.2025	Lancaster City Council	Councillor Defect Report - Your report has been closed
25.03.2025	Lancashire County Council	County Council Elections - 1st May 2025
27.03.2025	Lancaster City Council	Councillor Defect Report - Your report has been closed - Update
27.03.2025	Parish Clerk	Draft Agenda for Comment/Consideration

# Planning Application Comments & Decisions

## March & April 2025



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<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>24/01116/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
<b>24/01235/VCN:</b> Demolition of existing bungalow and erection of a detached four bedroom 2-storey dwelling (pursuant to the variation of conditions 2 and 3 on planning permission 14/00214/FUL to amend previously approved floor plans and elevations and to change the external render into brick and relocation of dwelling by 1.2m). Site Of Former 288 Oxcliffe Road Heaton With Oxcliffe Lancashire.	Majority Neutral	Awaiting Approval
<b>25/00131/VCN:</b> Erection of cylindrical concrete above ground slurry store (pursuant to the variation of condition 2 on planning permission 24/00663/VCN to amend canvas cover details and total slurry store height). Heaton Hall Farm, Heaton Bottom Road, Heaton With Oxcliffe, LA3 3EU.	Majority Support	Awaiting Approval
<b>25/00189/FUL:</b> Change of use from a car show room to an industrial unit. Unit 1, Fellgate, Morecambe, Lancashire, LA3 3PE.	Majority Support	Awaiting Approval
<b>24/01304/FUL:</b> Erection of 9 industrial units with parking. Coolwave Solutions, Northgate, White Lund Industrial Estate, Lancashire, LA3 3PA.	Majority Support	Awaiting Approval

Updated 27.03.2025