

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 August 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

- 2641. To receive apologies
- 2642. To consider & approve Minutes of the Meeting held on Thursday 24th July 2025
- 2643. To receive Declarations of Interest
- 2644. 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
- 2645. To consider the list of planning applications set out below

Application No:	Description
25/00852/AD	Prior Notification of Agricultural Development. Agricultural determination for replacement concrete yard. North Farm, Moss Road, Heaton With Oxcliffe, Morecambe, LA3 3ES.
25/00892/ADV	Advertisement application for the display of 4 externally illuminated fascia signs, 1 externally illuminated pylon sign and an externally illuminated entrance portal. Vantage Skoda Morecambe, 15 Middlegate, White Lund Industrial Estate Morecambe, LA3 3BN.

- 2646. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions July & August 2025
- 2647. To authorise payment of the following accounts:

Payment Description	Amount
Steve Edmondson - Lengthsman Duties July 2025	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses July 2025	£532.86
Grosvenor Park School - Meeting Room Hire July 2025	£50.00
HMRC Payroll Payment - Parish Clerk Salary June 2025 (paid 07.08.2025)	£124.40
Unity Trust Bank - Parish Council Bank Account Monthly Fee July 2025	£6.00
Zen Website Hosting - July 2025 (Paid Via DD)	£7.79

- 2648. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

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

15th August 2025

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on
Thursday 21st August 2025 at 7:00 pm.

Present:

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

In Attendance:

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

2641 Apologies: There were no apologies.

2642 Minutes: It was **RESOLVED** that the minutes of the meeting held on 21st July 2025 be approved.

2643 Declarations of interest: There were no declarations of interest.

2644 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 Parish Council vacancies for the Rural and Winster Wards remain open. Any member of the general public who may be interested in becoming a Parish Councillor should contact the Parish Clerk on 07916029265 for further details.

The annual National Joint Council (NJC) pay award for 2025/26 has been applied to the Parish Clerk September invoice including back pay for the period April to August 2025.

The Lancashire County Council Public Rights of Way (PRoW) Team have advised that the PRoW and Biodiversity grants for 2025/26 are not available.

The Parish Clerk reminded Councillors that he will be on leave from the 04.09.2025 returning on the 29.09.2025. Contact may not be possible during this period so direction to contact the Chair via his personal email address during this period would be advised via out of office replies.

The overhanging trees and bushes along a section of the Public Right of Way (PRoW) between Sunderland Drive and Green Lane have been cut back and removed.

Lancaster City Council have advised that a volunteer working party would not be allowed within the steel fence line to cut back vegetation and bushes in the Grosvenor Park Lagoon area due to health and safety concerns.

The Parish Clerk advised that he would try and make the August invoice payments on the 01.09.2025 prior to going on leave.

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

The Chair advised that he would contact Lancaster City Council directly to try and gain

access for a working party to carry out work to cut back overhanging brambles and vegetation around the perimeter of the Grosvenor Park housing estate lagoon area.

2645 Planning applications and statutory consultations:

Application No	Description
25/00852/AD	Prior Notification of Agricultural Development. Agricultural determination for replacement concrete yard. North Farm, Moss Road, Heaton With Oxcliffe, Morecambe, LA3 3ES.
25/00892/ADV	Advertisement application for the display of 4 externally illuminated fascia signs, 1 externally illuminated pylon sign and an externally illuminated entrance portal. Vantage Skoda Morecambe, 15 Middlegate, White Lund Industrial Estate Morecambe, LA3 3BN.

The Parish Clerk advised that there had been two new planning applications received since the last meeting, and both had been sent to Councillors in advance of the meeting for their information and comment. Application **25/00852/AD** related to a prior notification and was for information only. Application **25/00892/ADV** was unanimously supported. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decisions Portal with the Parish Council view.

2646 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for July & August 2025 which had been updated and sent to Councillors in advance of the meeting for their information. The Parish Clerk advised that since the last meeting application **25/00590/ADV** had been permitted on the 17.07.2025. There have been no changes or updates to any of the other ongoing planning applications.

2647 Accounts for payment:

S & V Edmondson - Lengthsman duties July 2025	£159.04
A Osmotherley - Parish Clerk fees and expenses July 2025	£532.86
HMRC Payroll Payment - Parish Clerk salary July 2025 (paid 07.08.2025)	£124.40
Grosvenor Park School - Meeting room hire July 2025	£50.00
Unity Trust Bank - Parish Council bank account monthly fee July 2025	£6.00
Zen Website Hosting - July 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.

2648 Date and time of next meeting:

The next meeting of the Parish Council will be held on **Thursday 16th October 2025 at 7:00pm.**

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence - July & August 2025



Date	Sender	Topic
20.07.2025	Parish Clerk	Parish Council Meeting 24.07.2025 Agenda Summons and Supporting Information
26.07.2025	Parish Clerk	July Draft Meeting Minutes for Comment
29.07.2025	Neighbourhood Alert	Coffee with a Cop ASDA
29.07.2025	Lancaster City Council	Building work on Green Lane
29.07.2025	Lancaster City Council	25/00852/AD North Farm - Planning application for Councillor information only
29.07.2025	Parish Clerk	Parish Council Meeting Held 24.07.2025 - Minutes
31.07.2025	Lancaster City Council	Grosvenor Park Housing Estate
05.08.2025	Parish Resident	Information re parish council and what it does
02.08.2025	Lancashire County Council	Lancashire Trading Standards - Consumer Alerts - August 2025
06.08.2025	Lancaster City Council	Building work on Green Lane - update
06.08.2025	Parish Council	Lancashire Parish and Town Council Conference Saturday 1 November 2025
08.08.2025	Lancashire Association of Local Councils (LALC)	Reminder: Extra Ordinary Meeting of LALC, 12 August 2025, virtual
12.08.2025	Lancashire County Council	Public Rights of Way - Local Delivery/Biodiversity Schemes 2025-26
12.08.2025	Neighbourhood Alert	Coffee with a Cop : Fri 22 Aug 14:00

Heaton with Oxcliffe Parish Council Correspondence - July & August 2025



Date	Sender	Topic
12.08.2025	Lancaster City Council	25/00892/ADV-Vantage Skoda Morecambe - Planning application for Councillor comment
02.08.2025	Parish Clerk	25/00892/ADV-Vantage Skoda Morecambe - Summary of Councillor comments

Planning Application Comments & Decisions

July & August 2025



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
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.	Majority Support in Principle	Awaiting Approval
24/01235/VCN: 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
24/01304/FUL: Erection of 9 industrial units with parking. Coolwave Solutions, Northgate, White Lund Industrial Estate, Lancashire, LA3 3PA.	Majority Support	Awaiting Approval
25/00595/FUL: Erection of cattle building with slurry storage beneath and underground attenuation tank for surface water. Downlands Farm, Moss Road, Heaton With Oxcliffe, Morecambe, Lancashire. LA3 3ES.	Unanimous Support	Awaiting Approval
25/00590/ADV: Advertisement application for the display of one internally illuminated fascia sign and two non-illuminated fascia signs. Wickes, Unit G, Sunnycliff Retail Park, Mellishaw Lane, Morecambe, Lancashire, LA3 3FE.	Unanimous Support	Application Permitted (17.07.2025)
25/00711/VCN: Variation of conditions 2 ,4, 7, 10, 11, 12, 14, 15, 17, 19, 21 and 25 on planning permission 22/00462/FUL. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe, Lancashire.	Unanimous Support	Awaiting Approval

Updated 28.07.2025