

# **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> April 2026 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**

2697. To receive apologies
2698. To consider & approve Minutes of the Meeting held on Thursday 19<sup>th</sup> March 2026
2699. To receive Declarations of Interest
2700. 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
2701. To consider the list of planning applications set out below

<b>Application No:</b>	<b>Description</b>
<b>26/00275/FUL</b>	Construction of outdoor padel courts with canopies, boundary fencing and associated clubhouse facility. Salt Ayre Sports Centre, Doris Henderson Way, Heaton With Oxcliffe, LA15JS.
<b>26/00224/FUL</b>	Demolition of existing buildings, erection of 11 buildings to provide sixty-nine self-contained units of flexible industrial accommodation with associated car parking, access and works. Land Rear Of Unit 2, Southgate, White Lund Estate
<b>26/00354/FUL</b>	Erection of a single storey extension to courtyard. 282 Oxcliffe Road, Heaton With Oxcliffe, Morecambe, Lancashire, LA3 3EH.

2702. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions March & April 2026
2703. To authorise payment of the following accounts:

<b>Payment Description</b>	<b>Amount</b>
Steve Edmondson - Lengthsman Duties March 2026	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses March 2026	£553.80
Grosvenor Park School - Meeting Room Hire March 2026	£50.00
HMRC Payroll Payment - Parish Clerk Salary March 2026 (paid 02.04.2026)	£128.40
Scribe Starboard Systems - Annual Subscription 01.06.2026 to 31.05.2027	£290.30
Unity Trust Bank - Parish Council Bank Account Monthly Fee March 2026	£7.00
Zen Website Hosting - March 2026 (Paid Via DD)	£7.79

2704. To consider the date and time of the next meeting

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

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

Parish Clerk  
106 Broadway  
Morecambe,  
LA45XZ

5<sup>th</sup> April 2026

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

**Were 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> April 2026 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.

**2697 Apologies:** There were no apologies.

**2698 Minutes:** It was **RESOLVED** that the minutes of the meeting held on 19<sup>th</sup> March 2026 be approved.

**2699 Declarations of interest:** There were no declarations of interest.

**2700 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 Meeting of the Parish Council will be held on the 21.05.2026 starting at 7:00pm. The usual Monthly Meeting will follow the Annual Meeting.

The new IT Policy had been sent to councillors for their comment and agreement. The IT Policy has now been formally adopted by the Parish Council.

The Parish Clerk will be on holiday from the 17.06.2026 to 28.04.2026.

The Parish Clerk asked Councillors if they would be willing to consider moving the Parish Council monthly meetings to the first Thursday in each month. The monthly meetings are currently held on the third Thursday of each month. A discussion was held by Councillors, and it was unanimously agreed that this request was acceptable. The Parish Clerk advised that he would now look at facilitating the date changes with the Grosvenor Park School. It is unlikely this change will take effect until October 2026.

The internal audit of the Parish Council accounts has been completed. The accounts for the period 01.04.2025 to 31.03.2026 were found to be correct. There were a number of recommendations suggested by the internal auditor which were discussed by Councillors. Final agreement on these recommendations will be considered further once the finalised internal audit Report is received.

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

Councillor Wright advised that he would contact the Lancaster City Council Officer

regarding the fly tipping in the dykes adjacent to Green Lane. The Parish Clerk had provided a contact, within Lancaster City Council, who has responsibility for the dykes. Councillor Melling advised he had reviewed the fly tipping at the rear of Duddon Close on the Grosvenor Park Estate following a report from a concerned property owner. Lancaster City Council had recently carried out extensive works to the dyke area, clearing silt and debris from the dyke as well as the removal of vegetation from the adjacent banking. The Parish Clerk advised that he would suggest to the resident that they report the fly tipping issues via the Love Clean Streets App.

**2701 Planning applications and statutory consultations:**

Application No	Description
<b>26/00275/FUL</b>	Construction of outdoor padel courts with canopies, boundary fencing and associated clubhouse facility. Salt Ayre Sports Centre, Doris Henderson Way, Heaton With Oxcliffe, LA1 5JS.
<b>26/00224/FUL</b>	Demolition of existing buildings and erection of 11 buildings to provide sixty-nine self-contained units of flexible industrial accommodation with associated car parking, access and works. Land Rear Of Unit 2, Southgate, White Lund Estate, Morecambe Lancashire.
<b>26/00354/FUL</b>	Erection of a single storey extension to courtyard. 282 Oxcliffe Road, Heaton With Oxcliffe, Morecambe, Lancashire, LA3 3EH.

The Parish Clerk advised that there had been three new planning applications received since the last meeting which had been forwarded to Councillors for their information and comment. Applications **26/00275/FUL**, **26/00224/FUL** and **26/00354/FUL** were all unanimously supported by the Parish Council. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and Decisions portal with the Parish Council view.

**2702 Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for March and April 2026 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 **25/01094/FUL** was permitted on the 01.04.2026. There have been no changes or updates to any of the other ongoing planning applications.

**2703 Accounts for payment:**

Steve Edmondson - Lengthsman Duties March 2026	£159.00
Adrian Osmotherley - Parish Clerk Fees and Expenses March 2026	£553.80
HMRC Payroll Payment - Parish Clerk Salary March 2026 (paid 02.04.2026)	£128.40
Grosvenor Park School - Meeting room hire March 2026	£50.00
Scribe Starboard Systems - Annual Subscription for the Parish Council Accounting Software 01.06.2026 to 31.05.2027	£290.30
Unity Trust Bank - Parish Council Bank Account Monthly fee March 2026	£7.00
Zen Website Hosting - March 2026 (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.

**2704 Date and time of next meeting:**

The next meeting of the Parish Council will be the Annual Meeting held on **Thursday 21<sup>st</sup> May 2026 at 7:00pm**. The usual monthly meeting will follow the Annual Meeting starting at 7:30pm.

Signed: \_\_\_\_\_ Clerk

Signed: \_\_\_\_\_ Chair

## Heaton with Oxcliffe Parish Council Correspondence - March and April 2026



Date	Sender	Topic
15.03.2026	Parish Clerk	Parish Council Meeting 19.03.2026 Agenda Summons and Supporting Information
17.03.2026	Lancaster City Council	26/00276/FUL - Oxcliffe Hill Farm - Planning application for Councillor comment
18.03.2026	Parish Clerk	26/00276/FUL - Oxcliffe Hill Farm - Summary of Councillor comment
19.03.2026	School Bursar	Grosvenor Park Primary School
20.03.2026	Lancaster City Council	26/00275/FUL Salt Ayre Sports Centre - Planning application for Councillor comment
20.03.2026	Lancaster City Council	Green Lane Dyke
21.03.2026	Lancaster City Council	26/00275/FUL Salt Ayre Sports Centre- Summary of Councillor comment
23.03.2026	Parish Clerk	Parish Council Meeting Held 19.03.2026 - Minutes
23.03.2026	Lancaster City Council	Green Lane Dyke - Update
24.03.2026	Lancaster City Council	The Electronic Communications Code (Conditions and Restrictions) Regulations 2003
24.03.2026	Lancashire Association of Local Councils (LALC)	NEW COURSE - New Councillors & Clerks
24.03.2026	Lancashire County Council	Flood warnings and alerts issued for Lancashire this afternoon
28.03.2026	Carolyn Dalton	Parish Boundary

## Heaton with Oxcliffe Parish Council Correspondence - March and April 2026



Date	Sender	Topic
30.03.2026	Lancaster City Council	26/00224/FUL - Southgate, White Lund Industrial Estate- Planning application for Councillor comment
31.03.2026	Small World Consulting	People's Emergency Briefing in Lancaster on 14 April
31.03.2026	Parish Clerk	26/00224/FUL - Southgate, White Lund Industrial Estate - Summary of Councillor comment
31.03.2026	Neighbourhood Alert	Operation Park Safe
02.04.2026	Lancashire County Council	Message from the Met Office Advisor for Northern England - Storm Dave
02.04.2026	Lancashire County Council	Lancashire Trading Standards Service - Consumer Alerts - April 2026
04.04.2026	Parish Clerk	It Policy - Draft Version for Comment/Approval
05.04.2026	Parish Clerk	Draft Agenda For Comment
08.04.2026	Fire & Rescue Service via Neighbourhood Alert	Lancashire Fire and Rescue Service sets priorities for the year ahead
09.04.2026	Lancashire County Council	Urgent Formal Notification: Oxcliffe Lane, Mellishaw Lane, Heaton with Oxcliffe 9-13/4/26

# Planning Application Comments & Decisions

## March & April 2026



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>25/00595/FUL:</b> 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
<b>25/00960/FUL:</b> Change of use of land for the siting of 8 gypsy and traveller pitches at land rear of 105 White Lund Road. Land To The Rear Of 105 White Lund Road Morecambe Lancashire.	Not Supported	Awaiting Approval
<b>25/01094/FUL:</b> Creation of additional parking area and secondary vehicular egress. TRS Tyres Ltd 12 Eastgate Morecambe Lancashire LA3 3DY.	Majority Support	Application Permitted (01.04.2026)
<b>24/01201/FUL: Amended Application:</b> Erection of 4 industrial/employment use buildings, alterations to land levels, construction of internal roads, service areas, car parking and associated site works. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe.	Unanimous Support	Awaiting Decision
<b>26/00276/FUL:</b> Demolition of single storey extensions and car port, erection of two storey and single storey extension with enclosed lobby and creation of a terrace area. Oxcliffe Hill Farm, Lancaster Road, Heaton, Morecambe, LA3 3ER.	Unanimous Support	Awaiting Decision

Updated 11.04.2026