

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 May 2026 at Grosvenor Park School
Commencing at 7:30pm.**

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

2705. To receive apologies
2706. To consider & approve Minutes of the Meeting held on Thursday 16th April 2026
2707. To receive Declarations of Interest
2708. 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
2709. To consider the list of planning applications set out below

Application No:	Description
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2710. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions April & May 2026
2711. To authorise payment of the following accounts:

Payment Description	Amount
Steve Edmondson - Lengthsman Duties April 2026	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses April 2026	£553.80
Grosvenor Park School - Meeting Room Hire April 2026	£50.00
HMRC Payroll Payment - Parish Clerk Salary April 2026 (paid 07.05.2026)	£128.40
Bowker IT - Investigate and Rectify Web-Site Issues	£120.00
NALC & LALC Membership Annual Subscription 01.04.2026 to 31.03.2027	£395.48
McAfee Antivirus Software Annual Subscription 20.05.2026 to 19.05.2027 (paid directly via by Parish Clerk personal credit card)	£79.99
Microsoft 365 Annual Subscription - 23.04.2026 to 22.04.2027 (paid directly via by Parish Clerk personal credit card)	£104.99
Unity Trust Bank - Parish Council Bank Account Monthly Fee April 2026	£7.00
Zen Website Hosting - April 2026 (Paid Via DD)	£7.79

2712. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

17th May 2026

Tel: 07916029265 Email: 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 21st May 2026 at 7:30 pm.

Present:

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

In Attendance:

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

2697 Apologies: Apologies were received from Councillor Melling due to illness.

2698 Minutes: It was **RESOLVED** that the minutes of the meeting held on 16th April 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.

Grosvenor Park School have kindly agreed that there will be no charge going forward for the hire of the school meeting room where the monthly Parish Council meetings are held. A discussion was held by Councillors, and it was agreed by all Councillors present that the funds, that would have been used to pay for the hire of the meeting room going forward, could be used by the school for projects within the school which would bring benefit to the children attending the school.

The Parish Clerk advised that he had instructed Horley Green Accountants to commence the automatic re-enrolment of the Parish Council with the Pensions Regulator. It is a legal requirement for all employers to re-enrol their employees every three years. The Parish Clerk advised that he will once again be opting out of any Pension scheme required by the Parish Council.

Parish Council (Councillors) updates and information only reports:

Councillor Wright advised that he had contacted the Lancaster City Council (LCC) Officer regarding the fly tipping in the dykes adjacent to Green Lane. LCC were unsure as to who/which body has responsibility for the dykes and believed the dykes were most likely privately owned. As such there was a reluctance for LCC to remove the fly-tipping from within the dyke.

Councillor Wright advised that he and Councillor Melling had attended the recent LALC Area Meeting held on the 11.05.2026. Councillor Wright advised that there were two guest speakers present at the meeting. Carolyn Dalton from Lancaster City

museums who spoke about the upcoming changes to the City museum and their commitment to ensure the wider district is represented and Richard Marsden from Lancashire Police. Richard spoke about the programme to tackle antisocial behaviour that is being developed locally. Minutes from the meeting will be circulated to all Councillors once received.

Councillor Kelly advised that she had attended a recent local residents meeting held at the Grosvenor Park School. The meeting had been arranged to discuss the parking issues created by parents and guardians dropping their children off at the school. The Head Teacher from the school attended the meeting. A number of issues were discussed especially around inconsiderate and illegal parking. The meeting was very constructive.

Councillor Simmons advised that he had once again seen the Carnforth Wombles volunteers litter picking along the cycle/pedestrian way that runs through the Parish. Councillor Simmons advised that he had spoken to the volunteers and thanked them for their efforts in removing litter.

Councillor Simmons also commented about the faded white thermoplastic white lining and cycle demarcation along the cycle/pedestrian way within the Parish and leading into Lancaster and Morecambe. The Parish Clerk advised that he would ask Lancaster City Council about their plans to refresh the lining and signage.

2701 Planning applications and statutory consultations:

Application No	Description

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

2702 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for April and May 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 **25/00595/FUL** was permitted on the 17.04.2026. There have been no changes or updates to any of the other ongoing planning applications.

2703 Accounts for payment:

Steve Edmondson - Lengthsman Duties April 2026	£159.00
Adrian Osmotherley - Parish Clerk Fees and Expenses April 2026	£553.80
HMRC Payroll Payment - Parish Clerk Salary April 2026 (paid 07.05.2026)	£128.40
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Zen Website Hosting - April 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 18th June 2026 at 7:00pm.**

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence - April & May 2026



Date	Sender	Topic
15.04.2026	Parish Clerk	Parish Council Meeting 19.03.2026 Agenda Summons and Supporting Information
17.04.2026	Parish Clerk	Draft Meeting Minutes for Comment/Agreement
29.04.2026	Lancashire Association of Local Councils (LALC)	Training Tuesdays April - June Edition
29.04.2026	Parish Online	Parish Online Newsletter #66
29.04.2026	Parish Clerk	Parish Council Meeting Held 16.04.2026 - Minutes
01.05.2026	Lancashire Association of Local Councils (LALC)	Meeting of the Lancaster District of Lancashire Association of Local Councils - Monday 11 May 2026 at 7:00pm at Morecambe Town Hall - Agenda & Minutes attached
01.05.2026	Lancashire Association of Local Councils (LALC)	Highways Defects Reporting Procedures
05.05.2026	Lancaster City Council	26/00460/AD Heaton Hall Farm
05.05.2026	Lancashire County Council	Lancashire Trading Standards Service - Consumer Alerts - May 2026
05.05.2026	Parish Clerk	Annual Parish Council Meeting Agenda 21.05.2026 and Supporting Information
07.05.2026	Parish Clerk	Parish Clerk Holiday
08.05.2026	Lancashire County Council	Lancashire Resilience Forum
17.05.2026	Lancashire County Council	Future of Police Governance Survey
17.05.2026	Lancashire County Council	Showcasing town and parish councils

Heaton with Oxcliffe Parish Council Correspondence - April & May 2026



Date	Sender	Topic
17.05.2026	Lancaster City Council	Parish Council Forum -16 June 2026
17.05.2026	Lancashire County Council	Road Safety Update
17.05.2026	Carolyne Dalton - Lancaster City Council	Heaton Boundaries

Planning Application Comments & Decisions

April & May 2026



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
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	Application Approved (17.04.2026)
25/00960/FUL: 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
24/01201/FUL: Amended Application: 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
26/00276/FUL: 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
26/00275/FUL: Construction of outdoor padel courts with canopies, boundary fencing and associated clubhouse facility. Salt Ayre Sports Centre, Doris Henderson Way, Heaton With Oxcliffe, LA15JS.	Unanimous Support	Awaiting Decision
26/00224/FUL: 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.	Unanimous Support	Awaiting Decision
26/00354/FUL: Erection of a single storey extension to courtyard. 282 Oxcliffe Road, Heaton With Oxcliffe, Morecambe, Lancashire, LA3 3EH.	Unanimous Support	Awaiting Decision

Updated 17.05.2026