

HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to attend the Parish Council Meeting on Thursday 18th June 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

- 2713. To receive apologies
- 2714. To consider & approve Minutes of the Meeting held on Thursday 21st May 2026
- 2715. To receive Declarations of Interest
- 2716. 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
- 2717. To consider the list of planning applications set out below

Application No:	Description
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- 2718. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions May & June 2026
- 2719. To authorise payment of the following accounts:

Payment Description	Amount
Steve Edmondson - Lengthsman Duties May 2026	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses May 2026	£553.80
Grosvenor Park School - Meeting Room Hire May 2026	£50.00
HMRC Payroll Payment - Parish Clerk Salary May 2026 (paid 10.06.2026)	£128.40
Bowker IT - Investigate and Rectify Web-Site Access Issues	£29.40
Jennifer Sutcliffe - Internal Audit of Parish Council Accounts 2025/26	£150.00
Unity Trust Bank - Parish Council Bank Account Monthly Fee May 2026	£7.00
Zen Website Hosting - May 2026 (Paid Via DD)	£7.79

- 2720. To consider the date and time of the next meeting

**Parish Clerk
106 Broadway
Morecambe,
LA45XZ**

10th June 2026

Tel: 07916029265 Email: 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 18th June 2026 at 7:00 pm.

Present:

Councillor Mr W Jackson (Chair)

Councillor Mr P Melling

Councillor Mr D Wright

In Attendance:

Adrian Osmotherley - Parish Clerk

The Chair welcomed all attendees to the meeting.

2713 Apologies: Apologies were received from Councillors Mrs G Kelly and Mr D Simmons.

2714 Minutes: It was **RESOLVED** that the minutes of the meeting held on 21st May 2026 be approved.

2715 Declarations of interest: There were no declarations of interest.

2716 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 Parish Clerk advised that The Parish Council Certificate of Exemption - AGAR 2025/26 Form 2 had been completed and sent to the Government appointed external auditor PKF Littlejohn LLP. As the Parish Council income or expenditure had not exceeded £25,000.00 for the 2025/26 financial year the Parish Council accounts were exempt from an external audit. An internal audit had been carried out by a qualified Auditor in line with Government requirements.

All relevant financial, Annual Governance and Accountability Return (AGAR) 2025/26 and Notice of Public Rights and Publication of AGAR documents have been displayed on the Parish Council website. The three Parish Council notice boards have also been updated to display relevant financial, and the Notice of Public Rights and Publication of AGAR Documents notice.

Details relating to a community fund linked to the Middleton electrical substation extension had been sent to Councillors for their consideration in advance of the meeting. The community fund was available to local Parish Councils and other community groups in the Middleton, Overton and Heysham area to fund schemes and developments that would benefit the local community. A bid for the funding would need to be provided by Parish Councils and community groups. National Grid who were providing the funding have created a Middleton Substation Community Relations Team (Team). This Team would assess the bids and allocate funds where appropriate. The Team has requested a face-to-face meeting with the Heaton with Oxcliffe Parish Council in the first instance to gauge interest and to explain more

about the potential funding available. A discussion was held by Councillors, and it was agreed that the Parish Clerk would meet with the Team and establish further information about the Community Fund and the bidding process.

Parish Council (Councillors) updates and information only reports:

There were no updates. Councillor Melling did raise his concerns about the general condition, and large number of potholes, on many of the roads in and around the White Lund Trading Estate, and that he continues to raise these concerns via the Lancashire County Council Love Clean Streets app.

2717 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.

2718 Planning application decisions:

Councillors reviewed the Planning Application Comments and Decisions for May & June 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 planning applications **24/01201/FUL & 26/00354/FUL** had both been approved on 04.06.2026. There have been no changes or updates to any of the other ongoing planning applications.

2719 Accounts for payment:

Steve Edmondson - Lengthsman Duties May 2026	£159.00
Adrian Osmotherley - Parish Clerk Fees and Expenses May 2026	£553.80
HMRC Payroll Payment - Parish Clerk Salary May 2026 (paid 10.06.2026)	£128.40
Grosvenor Park School - Meeting room hire May 2026	£50.00
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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.

2720 Date and time of next meeting:

The next meeting of the Parish Council will be held on **Thursday 23rd July 2026 at 7:00pm.**

Signed: _____ Clerk

Signed: _____ Chair

Heaton with Oxcliffe Parish Council Correspondence - May & June 2026



Date	Sender	Topic
17.05.2026	Parish Clerk	Parish Council Monthly Meeting 21.05.2026 Agenda Summons and Supporting Information
22.05.2026	Parish Clerk	Parish Council Annual Meeting Held 21.05.2026 - Draft Minutes
22.05.2026	Lancaster City Council	Cycle/Pedestrian Way - Lancaster to Morecambe
22.05.2026	Lancashire Association of Local Councils (LALC)	Project Keystone Survey - Help Shape the Future of the Sector
23.05.2026	Parish Clerk	Parish Council Meeting Held 21.05.2026 - Draft Minutes
24.05.2026	Parish Clerk	Parish Council Annual Meeting Held 21.05.2026 - Minutes
25.05.2026	Lancashire Association of Local Councils (LALC)	Share & Learn FREE sessions
25.05.2026	Parish Clerk	Parish Council Monthly Meeting Held 21.05.2026 - Minutes
29.05.2026	Parish Clerk	Parish Clerk Holidays
29.05.2026	Bowker IT	Ticket#208472/HeatonwithOxcliffe/Heaton With Oxcliffe Website Issue -- has been updated
29.05.2026	Lancashire County Council	Local Transport Plan (LTP) - Implementation Plan Consultation
29.05.2026	Lancashire County Council	Lancashire Trading Standards Service - Consumer Alerts - June 2026
09.06.2026	Lancashire County Council	Invitation to Participate in the Consultation on the Local Transport Plan (LTP) - Implementation Plan 2026 to 2030
09.06.2026	Lancaster City Council	Lancaster District Local Plan Scoping Consultation

Heaton with Oxcliffe Parish Council Correspondence - May & June 2026



Date	Sender	Topic
10.06.2026	Parish Clerk	Draft Agenda For Comment
12.06.2026	Middleton Substation Community Relations Team	Middleton Substation Extension

Planning Application Comments & Decisions

May & June 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	Application Approved 04.06.2026
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	Application Approved 05.06.2026
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	Application Approved 04.06.2026
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	Application Approved 04.06.2026

Updated 10.06.2026