HEATON-WITH-OXCLIFFE PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Summons to attend the Parish Council Meeting on Thursday 22nd October 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

2737. To receive apologies

2738. To consider & approve Minutes of the Meeting held on Tuesday 18th August 2026

2739. To receive Declarations of Interest

2740. 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

2741. To consider the list of planning applications set out below

Application No:	Description
26/00877/FUL	Erection of two storey extension to industrial unit to create office and meeting rooms. Unit 5, 1 Southgate, White Lund Industrial Estate, Morecambe, Lancashire. LA3 3PB.
26/00870/AD	Agricultural determination for a concrete yard. Oxcliffe Hill Farm, Lancaster Road, Heaton With Oxcliffe, Morecambe, LA3 3ER.
26/00804/FUL	Retrospective application for the change of use of land to form a gypsy and traveller site with associated access, siting of a static caravan and erection of a boundary fence. Land North Of Number 10, St Johns Terrace, Morecambe, Lancashire.
26/00804/FUL	**Amended Application:** Retrospective application for the change of use of land to form a gypsy and traveller site with associated access, siting of a static caravan and erection of a boundary fence. Land North Of Number 10, St Johns Terrace, Morecambe, Lancashire.
26/00824/FUL	Change of use of land for the siting of 5 gypsy/traveller pitches. Land To The Rear of, 87 White Lund Road, Morecambe, IAR 3DX.
26/01005/FUL	Construction of outdoor padel courts with canopies, boundary fencing and associated clubhouse facility. Salt Ayre Sports Centre, Doris Henderson Way, Heaton With Oxcliffe, LAI 5JS.
26/00966/FUL	Erection of five buildings comprising of employment units, gym and fitness centre, drive-through coffee shop, car workshop and MOT bay, EV charging facilities and substation, together with internal roads, service areas, car parking, landscaping and associated site works. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe, Lancashire.

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2742. To consider an update on planning authority decisions on previously considered applications reference Planning Applications Comments and Decisions August, September & October 2026.

2743. To authorise payment of the following accounts:

Payment Description	Amount
Steve Edmondson - Lengthsman Duties August 2026 (paid 01.09.2026)	£159.04
Steve Edmondson - Lengthsman Duties September 2026	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses August 2026 (paid 01.09.2026)	£553.80
Adrian Osmotherley - Parish Clerk Fees and Expenses September 2026	£553.80
HMRC Payroll Payment - Parish Clerk Salary August 2026 (paid 01.09.2026)	£128.40
HMRC Payroll Payment - Parish Clerk Salary September 2026	£128.40
Unity Trust Bank - Parish Council Bank Account Monthly Fee August 2026	£7.00
Unity Trust Bank - Parish Council Bank Account Monthly Fee September 2026	£7.00
Zen Website Hosting - August 2026 (paid Via DD)	£7.79
Zen Website Hosting - September 2026 (paid Via DD)	£7.79

2744. To consider the date and time of the next meeting

Parish Clerk
106 Broadway
Morecambe,
LA45XZ
Tel: 07916029265 Email: clerk@heatonwithoxcliffepc.org.uk

14th October 2026

PARISH OF HEATON-WITH-OXCLIFFE
Minutes of the Meeting of the Parish Council held at the Grosvenor Park School on Thursday 22nd October 2026 at 7:00 pm.

Present:
Councillor Mr W Jackson (Chair)
Councillor Mrs G Kelly (Vice Chair)
Councillor Mr P Melling
Councillor Mr D Wright
In Attendance:
Adrian Osmotherley - Parish Clerk
The Chair welcomed all attendees to the meeting.

2737 **Apologies:** Apologies were received from Councillor Simmons

2738 **Minutes**: It was **RESOLVED** that the minutes of the meeting held on Tuesday 18th August 2026 be approved.

2739 **Declarations of interest:** There were no declarations of interest.

2740 **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 he had reported the fallen tree that was causing a hazard to the Public Right of Way (PRoW) that runs from Sunderland Drive and adjacent to the Sunnyside Camp Site to the Lancashire County Council PRoW Team.

   Details of the young adults who were congregating in and around the Grosvenor Park play area have been sent to the Lancaster and Morecambe College for their attention. The College advised they would look into the reports and advise their students not to use the children's play area during their lunch break. Since the report was sent to the College the situation seems to have improved.

   Central Government has decided to pause and review the Local Government Reorganisation in Lancashire. Further information will be provided once received.

   The Lancashire Association of Local Councils (LALC) Lancaster Area Meeting planned for the 29.07.2026 was cancelled at short notice. The meeting is to be rearranged. The minutes from the last meeting have not yet been received.

   Following legal advice and a governance review, LALC is considering whether to become a Company Limited by Guarantee (CLG). This would give LALC a separate legal identity and could provide clearer accountability and better protection for the Association, its Officers and Members. This consultation gives every member council an opportunity to consider the proposal and share its views. Details were sent to Councillors for their information. Councillors advised that they did not wish to

contribute to the consultation at this time.

The Chairs insignia ribbon name bands for 2024, 25 and 26 have been ordered and chased up but no details regarding a timescale for the manufacture of the name bands have been received.

The Parish Clerk advised that he has sent the draft Parish Council monthly meeting dates for 2027 to the Grosvenor Park School Bursar for agreement. Once provisionally agreed the dates will be sent to Councillors for their approval.

Photos of overgrown brambles and vegetation encroaching onto footpaths in and around the perimeter fencing of the lagoon and dykes areas in the Grosvenor Park estate have been sent to Lancaster City Council following reports and complaints from Residents. Councillor Melling also carried out a walk round and provided further photos of similar issues to support the photos already provided by Residents.

Information and guidance has been provided to Councillors to assist them with registering for the forthcoming local elections in May 2027.

The Parish Clerk has instructed the Lengthsman to install the two memorial Tommies at the stocks area adjacent to Bay Gateway next to Motor Trust UK Ltd car sales.

The Parish Clerk advised he had produced a draft financial forecast for the financial year 01.04.2027 to 31.03.2028 to assist Councillors when deciding on the level of Precept required by the Parish Council. Councillors were asked to consider if there were any projects they were considering for the next financial year. A discussion was held by Councillors and suggestions such as benches and waste bins were discussed. A discussion was also held regarding engaging with a company to manage and maintain the Parish Council website. The Parish Clerk asked Councillors to forward their suggestions via email to enable him to provide some cost estimates.

Parish Council (Councillors) updates and information only reports:

The Chair has offered to attend the Lancaster City Council Councillor Engagement Forum which is planned for 09.11.2026. Details of the meeting, planned to be held via Teams, will be provided in due course.

Councillors Melling and Wright along with the Parish Clerk attended a site meeting on the 19.10.2026 with Adrian Ibbotson who is the Public Path Orders Officer from the Lancashire County Council Public Rights of Way (PRoW) Team. The meeting was arranged to discuss the issues and questions raised by Councillors Melling and Wright following the issue of the details relating to a proposed diversion to a PRoW that runs from Sunderland Drive on the Westgate estate. At the meeting the concerns and issues raised were discussed and explained. The diversion proposals were only very minor, and all issues and concerns were discussed and resolved.

2741 **Planning applications and statutory consultations:**

Application No	Description
26/00877/FUL	Erection of two storey extension to industrial unit to create office and meeting rooms. Unit 5, 1 Southgate, White Lund Industrial Estate, Morecambe, Lancashire. LA3 3PB.
26/00870/AD	Agricultural determination for a concrete yard. Oxcliffe Hill Farm, Lancaster Road, Heaton With Oxcliffe, Morecambe, LA3 3ER.
26/00804/FUL	Retrospective application for the change of use of land to form a gypsy and traveller site with associated access, siting of a static caravan and erection of a boundary fence. Land North of Number 10, St Johns Terrace, Morecambe, Lancashire.
26/00804/FUL	**Amended Application:** Retrospective application for the change of use of land to form a gypsy and traveller site with associated access, siting of a static caravan and erection of a boundary fence. Land North Of Number 10, St Johns Terrace, Morecambe, Lancashire.
26/00824/FUL	Change of use of land for the siting of 5 gypsy/traveller pitches. Land To The Rear of, 87 White Lund Road, Morecambe, IAR 3DX.
26/01005/FUL	Construction of outdoor padel courts with canopies, boundary fencing and associated clubhouse facility. Salt Ayre Sports Centre, Doris Henderson Way, Heaton With Oxcliffe, LAI 5JS.
26/00966/FUL	Erection of five buildings comprising of employment units, gym and fitness centre, drive-through coffee shop, car workshop and MOT bay, EV charging facilities and substation, together with internal roads, service areas, car parking, landscaping and associated site works. Mellishaw North Development Site, Mellishaw Lane, Heaton With Oxcliffe, Lancashire.

The Parish Clerk advised that there had been five new planning applications and one new advance notice of agricultural development received since the last meeting.

Planning application **26/00877/FUL** was unanimously supported. Advance Notice **26/00870/AD** was also unanimously supported. Planning application **26/00804/FUL** was majority not supported. The application **26/00804/FUL** was amended and resubmitted. The Parish Council were unanimously neutral following assessment of the amendments. The Parish Council majority objected/not supported Planning application **26/00824/FUL**. Planning Applications **26/01005/FUL** and **26/00966/FUL** were both unanimously supported. The Parish Clerk advised that he had updated the Lancaster City Council Planning Applications and decisions portal with the Parish Council views.

2742 **Planning application decisions:**

Councillors reviewed the Planning Application Comments and Decisions for August, September and October 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 there have been no changes or updates to any of the ongoing planning applications.

2743 **Accounts for payment:**

Steve Edmondson - Lengthsman Duties August 2026 (paid 01.09.2026)	£159.04
Steve Edmondson - Lengthsman Duties September 2026	£159.04
Adrian Osmotherley - Parish Clerk Fees and Expenses August 2026 (paid 01.09.2026)	£553.80
Adrian Osmotherley - Parish Clerk Fees and Expenses September 2026	£553.80
HMRC Payroll Payment - Parish Clerk Salary August 2026 (paid 01.09.2026)	£128.40
HMRC Payroll Payment - Parish Clerk Salary September 2026 (paid 08.10.2026)	£128.40
Unity Trust Bank - Parish Council Bank Account Monthly fee August 2026	£7.00
Unity Trust Bank - Parish Council Bank Account Monthly fee September 2026	£7.00
Zen Website Hosting - August 2026 (paid Via DD)	£7.79
Zen Website Hosting - September 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.

2744 **Date and time of next meeting:**

The next meeting of the Parish Council will be held on **Thursday 5th November 2026 at 7:00pm**.

Signed: _____ Clerk

Signed: _____Chair

Heaton with Oxcliffe Parish Council Correspondence - August, September & October 2026



Date	Sender	Topic
16.08.2026	Parish Clerk	Parish Council Monthly Meeting 18.08.2026 Agenda Summons and Supporting Information
18.08.2026	Lancaster City Council	Local Government Reorganisation - electoral cycle for Parish Councils
23.08.2026	Lancashire Association of Local Councils (LALC)	Share & Learn session dates
23.08.2026	Lancashire County Council	Town and Parish Council Conference 2026
23.08.2026	Lancaster City Council	Parish Council Forum Invitation - Agenda - Tuesday 1 September 2026
24.08.2026	Parish Clerk	Parish Council Meeting Held 18.08.2026 - Minutes
25.08.2026	Parish Clerk	August Invoices For Agreement and Payment
27.08.2026	Lancaster City Council	Postponing to the new date - Parish Council Forum Invitation now on Tuesday 6 October 2026
30.08.2026	Parish Clerk	Parish Clerk Holidays
08.09.2026	Lancaster City Council	26/00877/FUL Unit 5, 1 Southgate, White Lund Industrial Estate - Planning application for Councillor comment
17.09.2026	Lancaster City Council	26/00870/AD Oxcliffe Hill Farm - Planning application for Councillor comment
22.09.2026	Parish Clerk	26/00877/FUL Unit 5, 1 Southgate, White Lund Industrial Estate - Summary of Councillor comment

Heaton with Oxcliffe Parish Council Correspondence - August, September & October 2026



Date	Sender	Topic
22.09.2026	Parish Clerk	26/00870/AD Oxcliffe Hill Farm – Summary of Councillor comment
22.09.2026	Lancaster City Council	26/00804/FUL-Land North Of Number 10 - Planning application for Councillor comment
22.09.2026	Lancaster City Council	26/00824/FUL-Land To The Rear Of 87 White Lund Road - Planning application for Councillor comment
22.09.2026	Lancashire County Council	Registrations are open for the Town and Parish Council Conference 2026
22.09.2026	Lancaster City Council	Local Government Reorganisation - announcement by the Government
22.09.2026	Lancashire County Council	Local Government Reorganisation Government update
22.09.2026	Lancashire County Council	Local Government Reorganisation - Further Update
22.09.2026	Lancaster City Council	Local Government Reorganisation in Lancashire: Update for Parish and Town councils
22.09.2026	Lancashire Association of Local Councils (LALC)	LALC Consultation on Future Legal Structure - Response Required from Member Councils
22.09.2026	Lancashire County Council	Town and Parish Council Elected Member Briefing
22.09.2026	Lancashire County Council	Invitation: Local Government Reorganisation (LGR) Stakeholder Briefing
22.09.2026	Lancashire Association of Local Councils (LALC)	LALC AGM in The Chamber at County Hall - Register to Attend

Heaton with Oxcliffe Parish Council Correspondence - August, September & October 2026



Date	Sender	Topic
23.09.2026	Parish Clerk	Meeting Date Changes for November and December 2026
23.09.2026	Lancashire Association of Local Councils (LALC)	LALC Consultation on Future Legal Structure - Response Required from Member Councils
28.09.2026	Neighbourhood Alert	Operation Greenwood
28.09.2026	Lancashire Association of Local Councils (LALC)	LALC AGM 14.11.2026 at 3pm
29.09.2026	Lancaster City Council	26/00804/FUL-Land North Of Number 10 - Amended application for Councillor comment
29.09.2026	Lancashire County Council	Lancashire Trading Standards Service - Consumer Alerts - October 2026
30.09.2026	Parish Clerk	26/00824/FUL-Land To The Rear Of 87 White Lund Road - Summary of Councillor comment.
01.10.2026	Parish Clerk	26/00804/FUL-Land North Of Number 10 - Summary of Councillor comment.
01.10.2026	Lancaster City Council	26/00824/FUL-Land To The Rear Of 87 White Lund Road - Update
03.10.2026	Lancaster City Council	Reminder: Parish Council Forum – Green and Blue Infrastructure Event - Tuesday 6 October 2026
03.10.2026	Lancashire Fire and Rescue Service	Lancashire Fire and Rescue Service - Hot Topics Autumn 2026
06.10.2026	Lancaster & Morecambe College	Grosvenor Park Play Area Issues

Heaton with Oxcliffe Parish Council Correspondence - August, September & October 2026



Date	Sender	Topic
09.10.2026	Neighbourhood Alert	24 hours left to have your say
09.10.2026	Lancashire County Council	Proposed footpath diversion – The Bungalow, Morecambe, LA3 3NP, grid reference SD 343179 462794.
09.10.2026	Lancaster City Council	Charge for Parish Council Elections taking place in May 2027
13.10.2026	Lancashire County Council	Town and Parish Council Autumn Newsletter 2026
13.10.2026	Lancaster City Council	26/01005/FUL Salt Ayre Sports Centre - Planning application for Councillor comment
13.10.2026	Lancashire County Council	Proposed footpath diversion - The Bungalow, Morecambe, LA3 3NP, grid reference SD 343179 462794 - Update
14.10.2026	Lancaster City Council	26/00966/FUL Mellishaw North Development Site - Planning application for Councillor comment
15.10.2026	Parish Clerk	Draft Agenda For Comment
15.10.2026	Parish Clerk	Charge for Parish Council Elections taking place in May 2027 - Update

Planning Application Comments & Decisions
August, September & October 2026



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
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
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

Updated 16.10.2026