

## Minutes of the Meeting held on 4<sup>th</sup> March 2020 at 7.00pm

### The Friends Meeting House, Meeting House Lane, Lancaster.

**Present:** Councillor Nick Webster (Chairman)  
Councillors Brigid Letheren, Chris Norman, Denise Parrett and Kevan Walton  
City Councillor Tim Dant  
Derek Whiteway, Parish Clerk  
Paula Doherty, Lancaster City Council Community Connector Service

#### 19/88 Apologies for Absence

Apologies were received from City Councillor Abi Mills.

#### 19/89 Minutes of the previous meeting

The minutes of the previous meeting, held on 4<sup>th</sup> February 2020, were approved without further amendment.

#### 19/90 Declarations of Interest

In respect of any potential reference to Aldcliffe Hall Estates, Councillor Letheren declared a personal friendship with Richard P Taylor, who acts as agent for the Estate.

#### 19/91 Community Connectors

The Chairman welcomed Paula Doherty of Lancaster City Council's recently established Community Connectors Service to the meeting. Paula provided a brief outline of her service's organisation and roles/objectives. Paula is one of three officers in the service and is assigned to the Lancaster and southern areas of the District. The primary roles of the service are to a) help residents and local groups connect better with City Council services; and b) help connect communities together more effectively.

A discussion was held of how the Community Connector service might work in relation to Aldcliffe with Stodday Parish. Paula indicated that she might be able to assist in identifying funding opportunities for parish projects and also with arrangements for parish events.

On behalf of the Council, the Chairman thanked Paula for attending the meeting and delivering her presentation. It was agreed that the Parish Clerk would be the parish's point of contact with Paula and the Community Connector service and would liaise with Paula in arranging her attendance at future meetings.

## 19/92 Planning Applications

### 1) New planning applications in the Parish

The following planning application was considered. It was resolved to respond as set out.

Application No:	Description
20/00215/FUL	<b>Installation of replacement windows and door to front elevation. 3 Arna Wood Barn, Arna Wood Lane, Aldcliffe.</b>  <b>Resolved:</b> A consultation response should be submitted expressing an opinion that any replacements should not 'water down' the original planning conditions established when the properties were converted into domestic properties.

## 19/93 Neighbourhood Plan

Councillor Parrett gave a verbal update on developments since the last meeting. The Issues and Options Consultation had been delivered to all households and details sent to six landowners/stakeholders. Councillor Parrett thanked everyone who had helped with this process. At the time of the meeting, ten consultation responses had been received.

The dates for the consultation had been changed slightly to cover the period from Monday, 24<sup>th</sup> February to Monday, 6<sup>th</sup> April 2020 inclusive.

Drop-in events were going ahead as arranged and advertised in the consultation documentation and in the Lancaster Guardian.

## 19/94 Car Parking Issue, Aldcliffe Road

The Chairman provided a brief history and background to the issue, the culmination being that neither the County Council as highways authority, or the Canal and River Trust (CRT) were willing to take any action to restrict car parking on the stretch of road concerned.

City Councillor Dant advised that he had recently emailed the CRT about the matter. He had received a response saying that the Trust could not act on this but that it was happy for the County Council to do so. Councillor Dant had referred this response to County Councillor Dowding.

A discussion was held covering the options remaining to the Parish Council to try and resolve/improve this situation.

**Actions:** It was agreed that:

- Councillor Norman should make one final attempt to obtain some commitment from the CRT;
- The Chairman would make available a copy of a report into the problem, which had been previously drafted by a parishioner;

- c) Action is necessary to produce records of problems on the stretch of road and to document the feelings of residents, for presentation to the County Council as evidence of the need for action. It was agreed that a draft statement produced by the Chairman could be used as the basis for beginning to engage parishioners; and
- d) Practicalities and costs associated with establishing some form of parish council responsibility for the land/car parking arrangements should be explored.

### **19/95 Waste bins and dog poop bag dispensers**

The Parish Clerk referred to a statement he had produced recently setting out the costs provided by the City Council for supplying two waste bins, bag dispensers and an initial stick of bags. The total cost was in the region of £1,000.

City Councillor Dant reported that fellow Councillor Abi Mills had been promised in November 2019 that the City Council would install a bin at the railway crossing at the foot of Aldcliffe Hall Lane, this being one of the two locations proposed by the Parish Council. Councillor Dant offered to follow this up.

It was agreed that the currently reported costs were prohibitive and unaffordable. The possibility of purchasing alternative bins and/or bag dispensers at a lower cost was discussed.

**Action:** The Parish Clerk to continue negotiations with the City Council and clarify whether the City Council's waste collection service is dependent on the bins being supplied by the City Council.

### **19/96 Parish & Town Council Conference, 8th February 2020**

It was agreed that the briefing note produced by Councillor Letheren following her attendance at the Conference should be discussed at a Councillor Development meeting.

### **19/97 Blocked Drain adjacent to Snuff Mill Lane footpath**

The Chairman advised that there was no further new or progress to report.

### **19/98 Public Discussion and Updates**

#### **Clerk's Report:**

Nothing further to report.

#### **Members' Updates**

##### **1) Highways**

The Chairman reported that hedge cutting was still needed on an approximately 100m section of Aldcliffe Road adjacent to 'the paddocks', south of Arna Wood Lane.

**Action:** Councillor Walton offered to make enquiries as to who owns the land concerned. The Clerk to arrange for appropriate requests/reports to be made.

**2) Amenity, including the Lengthsman** (Chairman)

The Chairman reported that the Lengthsman had recently removed obstructive self-seeded saplings from the Lunecliffe Road verge. The Chairman had noticed that someone had reported an overflowing drain at the corner of this road to the County Council. The Parish Clerk agreed to monitor and follow up on this reported issue.

**3) Public Right of Way, Aldcliffe Hall Drive**

Nothing further reported.

**4) Stakeholder Liaison, including United Utilities** (Councillor Walton)

Nothing further reported.

**5) BT Openreach** (Chairman)

The Chairman reported that Openreach were preparing to roll-out 'Full Fibre' service to rural communities. The chairman had been in touch with his contact at Openreach to request that this programme be implemented in the parish, commencing with Aldcliffe and moving on to Stodday.

**6) Ancillary** (Chairman)

Nothing further reported

**City and County Councillors' Reports**

- 7)** City Councillor Dant reported that, following a long campaign, Freeman's Wood, which adjoins the parish's northern boundary, had just been designated as a Town Green.

**Public Discussion:**

- 8)** No further matters were raised.

**19/99 Payments**

Payee & Detail	£
Friends Meeting House – hire of room 04/03/2020 (not yet received)	19.00
Print Room Lancaster – printing of NDP Issues and Options Documents	283.00
Greg Robinson, Lengthsman – invoice for January 2020 * Note 1	195.00
Derek Whiteway – Parish Clerk salary and overtime, January 2020	168.07
HMRC – PAYE Deductions, January 2020	40.80

Note: This account had been paid previously under delegated authority and was presented here for information only.

**Resolved:** That the above accounts be approved for payment.

### **19/100 Date and venue for next meeting**

It was agreed that the next scheduled meeting date, on 7<sup>th</sup> April 2020, should be used to hold an informal Councillor Development meeting. The next Parish Council meeting was therefore scheduled for Tuesday, 5<sup>th</sup> May 2020 at the Friends Meeting House, Lancaster at 7.00pm.

The meeting closed at 9.10pm

Clerk of the Council

Chair

Date:

DRAFT