

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Parish Council Meeting to be held remotely using 'Zoom' video conferencing on Tuesday, 5th January 2021 commencing at 7.00pm

Note to Parishioners:

Members of the public are very welcome to attend this meeting through the use of the Zoom video conferencing software. If you would like to attend, please contact the Parish Clerk by email to clerk@aldcliffewithstoddaypc.org to request details and a link and password to join the meeting.

AGENDA

- 1. Apologies.** To receive apologies
- 2. Minutes.** To consider and approve Minutes of the Meeting held on Tuesday, 1st December 2020.
- 3. Declarations of Interest.** To receive any changes to Declarations of Interest of Parish Councillors
- 4. Planning Applications.** To consider and comment on planning matters, including new planning applications and an update on decisions. New applications received since the last meeting are as set out below:

Application No:	Description
20/01388/FUL	Construction of a menage (sic). Land to the South of Arna Wood Stables, Arna Wood Lane, Aldcliffe. <div style="border: 1px solid black; padding: 2px; display: inline-block;">Deadline for comments – 13th January 2021</div>

- 5. Neighbourhood Plan.** To receive an update on the project. Councillor Parrett to report.
- 6. HGVs using Aldcliffe Hall Lane.** To consider ongoing issues with the misdirection of HGVs along the Lane and the installation of extra signage.
- 7. Snuff Mill Lane footpath flooding.** To receive an update on developments. Chairman to report.
- 8. Public Discussion and Updates.** To adjourn the meeting for a period of public discussion and to provide any 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will normally be considered as an agenda item at a future meeting).

- a) Clerk's report on activities and correspondence since last meeting
- b) Members' updates and reports since the last meeting, including:

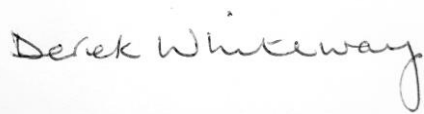
Highways	Amenity, incl Lengthsman	Stakeholder, incl United Utilities
PRoW Aldcliffe Hall Drive	Ancillary	BT Openreach

- c) Report of District and County Councillors
- d) Public discussion

9. Payments. To authorise payment of the following accounts:

Payee & Detail	£
Councillor Webster – Expense Claim – Replacement noticeboard for Oaklands entrance.	11.04
Derek Whiteway – Parish Clerk salary and expenses, December 2020	207.84
HMRC – PAYE deductions, December 2020	45.20

10. Date of Next Meeting. To confirm the date and time of next meeting.



Derek Whiteway

Parish Clerk

Tel: 01524 64908

Email: clerk@aldcliffewithstoddaypc.org

30th December 2020

Minutes of the Meeting held on 1st December 2020 at 7.00pm using Zoom video conferencing

Present: Councillor Nick Webster (Chairman)
Councillors Brigid Letheren, Denise Parrett and Kevan Walton.
Derek Whiteway, Parish Clerk

20/063 Apologies for Absence

Apologies were received from Councillor Chris Norman, and City Councillors Tim Dant and Abi Mills.

20/064 Minutes of the previous meeting

- 1) The minutes of the previous meeting, held on 3rd November 2020, were approved without further amendment.

Matters arising:

- 2) **20/051(3) – Flooding on Long Mile Lane.** The Clerk reported that he had received a reply from the County Council, which advised that the Public Rights of Way Team was aware of the drainage problems along Long Mile Lane and set out measures planned to alleviate the issue. In relation to the damaged and blocked clack-valve along the estuary foreshore, the County Council had advised that responsibility would lie with the landowner. Following discussion, Councillors agreed that a response should be submitted to the County Council asking that work on Long Mile Lane be funded and undertaken and suggesting that the path might be raised to avoid flooding. It was also agreed that efforts should be made to ascertain who owned the stretch of land on which the damaged clack-valve is situated.

Action: The Clerk is to submit a response to the County Council asking that work on Long Mile Lane be funded and undertaken. The Clerk will also consult the farmer and the Wildfowlers' Trust in an attempt to ascertain who owns the stretch of land on which the damaged clack-valve is situated. Councillor Walton will also make enquiries (see Minute 20/073(3)).

- 3) **20/060(2) – Hedgerows.** The Clerk reported that a response had been received from the County Council advising that they had no power to require landowners to trim the tops of hedgerows if there was no interference with a Highways asset. Following discussion, Councillors agreed that a request should be made directly to the landowners concerned to trim the hedges in the wider interest of the parish.

Action: A letter to be sent to the landowners in question, requesting that the hedgerows are trimmed in keeping with the overall standard and appearance of the parish (Chairman and Clerk to liaise).

20/065 Declarations of Interest

No further declarations were made.

20/066 Planning Applications

No planning applications had been received.

20/067 Neighbourhood Development Plan (NDP)

Councillor Parrett presented the latest version (version 6) of the draft NDP, seeking the Parish Council's views and approval prior to the consultation process.

Arrangements for conducting the consultation were discussed and agreed. Councillor Parrett advised that the NDP Working Group was next due to meet on 14th December to clear up any final points prior to the consultation. Current plans were to commence the consultation on 18th or 25th January 2021.

A draft letter has been produced to notify owners of properties included in the Non-Designated Heritage Asset (NDHA) Listing. It was agreed that Councillor Parrett and the Clerk would liaise in the coming week to arrange for these letters to be sent out.

Councillor Parrett had now received the final version of the 'Design Codes' report from AECOM. She advised that this was now accepted, subject to clearing up some minor 'tweaks' suggested by Locality.

The Chairman thanked and congratulated everyone concerned with producing the draft NDP, with which he was extremely impressed. The Chairman felt the plan was very comprehensive and would stand the parish in good stead in the future. Councillors resolved unanimously to approve the draft NDP, subject to the inclusion of any necessary minor changes.

Referring to the promotion of wildlife projects, the Chairman proposed that an oak tree (or other suitable species) be planted in each hamlet to commemorate the establishment of the parish. Councillors agreed with this suggestion, and with pursuing other tree-planting opportunities. It was agreed that support for these objectives should be sought from the Woodland Trust and the City Council. Councillor Walton reminded Councillors of an undertaking by United Utilities to plant trees and hedgerow as part of the Solar Farm development. It was agreed that this should be pursued at a suitable time.

Resolved: That the draft NDP is approved, subject to the inclusion of any minor changes.

Actions:

- a) Councillor Parrett and the Clerk to liaise in arranging the delivery of letters to NDHA property owners and to make arrangements for the NDP consultation process.
- b) Contact is to be made with the Woodland Trust and the City Council regarding opportunities for tree planting programmes within the parish.

c) The undertaking made by United Utilities to plant trees and hedgerow as part of the Solar Farm development is to be pursued.

20/068 County Council 'Transforming Lancaster Travel' consultation

The Clerk reported on a draft response, which had been circulated to Councillors, created using comments supplied following the Council meeting on 3rd November. Councillors discussed the draft and agreed that further comments should be incorporated. It was agreed that the response should express a preference for the 'Central 1' option for the M6 Junction 33 link. It was also agreed that the response should express the Parish Council's opposition to the Central 2 option, or any option which might incorporate a link to the A588 Ashton Road. Following further discussion, it was agreed that two separate responses be submitted dealing with firstly, proposals for the M6 link, and secondly the City Centre 'Public Realm' proposals.

Resolved: That the Parish Council submits two response letters based on the draft, subject to the inclusion of Councillors' further comments. The first response will express a preference for the 'Central 1' option for the M6 Junction 33 link. The response should also express the Parish Council's strong opposition to the 'Central 2' option, or any option which might incorporate a link to the A588 Ashton Road.

Also, that the response should set out the Council's concerns about the lack of planning details included in the proposals and whether/how potential further development/options might impact the Parish and its residents.

20/069 Bay Authority Proposal

Councillor Walton reported back on an online meeting hosted by Lancaster City Council for Parish Councils to hear about and discuss the proposals for a 'Bay Authority' combining Lancaster, Barrow and South Lakeland districts. Councillor Walton advised that he felt the meeting had been of limited value in helping understand the implications of the proposed reorganisation compared to any alternatives.

Following discussion of potential pros and cons of the proposals and possible alternatives, Councillors unanimously resolved to submit a response, expressing the Parish Council's support in principle for the proposed Bay Authority.

Resolved: That a response is submitted expressing the Parish Council's support in principle for the proposed 'Bay Authority'. Councillor Walton offered to draft the response.

20/070 HGVs using Aldcliffe Hall Lane and other parish roads

The Clerk reported that a response by the County Council to the Parish Council's concerns had been forwarded by County Councillor Dowding. Councillors felt that this response did not provide any real practical help on the matter. The Chairman reported that he had created a sign which he suggested could be posted on existing poles at Weeping Corner, the beginning of Lunecliffe Road and at the Ashton Road/Stodday Lane junction. Councillor Letheren mentioned the possibility of using United Utilities' existing 'construction traffic' signposts on Lunecliffe Road and the entrance to Snuff Mill Lane. Councillor Walton referred to 'temporary' signs erected by United Utilities which should have been removed.

Action: Subject to the outcome of ongoing discussions with the County Council, plans are to be made to post unofficial traffic signs at Weeping Corner, the A588 Ashton Road end of Lunecliffe Road and at the A588 Ashton Road/Stodday Lane junction. Contact is to be made with United Utilities to request the removal of any out of date construction traffic signs on the parish's lanes.

20/071 Revised Budget 2020/21 and Draft Budget 2021/22

The Clerk presented a report covering revised budget estimates for 2020/21 and a draft budget for 2021/22. A small net surplus was projected for 2020/21. On a 'continuation of services' basis, with no allowance for new projects or changes in service, a net budget requirement for 2021/22 of £5,358 was estimated. With a view to maintaining the General Account balance at the previously approved level of £3,500, the Clerk had recommended that a precept of £5,600 be levied. This represented an increase of £200 on the 2020/21 precept and would increase the annual charge for a Band D property by £1.10 (2.9%).

Councillors asked questions of the Clerk and debated whether it was necessary or desirable to increase the precept by the amount proposed. Following debate, it was passed unanimously that the Clerk's recommendations be approved, as following:

- a) a target level of general reserve of £3,500 is endorsed;
- b) the draft budget for 2021/22 is approved; and
- c) the precept for 2021/22 is set at £3,500 and notified to Lancaster City Council.

Resolved: That the Clerk's report is accepted and that:

- a) a target level of general reserve of £3,500 is endorsed.
- b) the draft budget for 2021/22 is approved.
- c) a precept of £5,600 is approved and notified to Lancaster City Council.

20/072 Snuff Mill Lane footpath flooding

The Chairman reported that the contractor proposed to carry out ditching work had not yet received any response from United Utilities but was prepared to act as soon as he was instructed. Councillor Walton reported that he had been in contact with the United Utilities maintenance manager about noise issues, without any definite resolution being reached.

Councillor Walton also reported that lights had recently been left on at the works on several occasions and he was taking this matter up with the manager.

20/073 Public Discussion and Updates

City and County Councillors' Reports

No additional matters were reported

Clerk's Report:

1) City Council's Climate Change Jury

The Clerk referred to an invitation to a City Council online meeting on Monday, 7th December 2020 to consider feedback from the 'Climate Change Jury'. It was suggested that City Councillor Dant may be willing to report back to the Parish Council.

2) Flooding on Aldcliffe Hall Lane

The Clerk advised that City Councillor Dant had recently forwarded information from the County Council Highways indicating that there was a potential proposal to connect a gully system into the Craiglands Court drainage system. It was hoped that this would resolve most of the 'ponding' occurring on the lane due to surface and spring water run-off. Work was programmed and likely to be February/March 2021 at the earliest. Councillors welcomed this news from the County Council.

Members' Updates

3) Highways

The Chairman reported that, following a request by the Clerk to the farmer concerned, hedgerows bordering Aldcliffe Hall Lane and Aldcliffe Road had recently been cut. The Chairman asked again about ownership of a short stretch of hedgerow opposite the Lunecliffe Road junction with Aldcliffe Road. Councillor Walton agreed to pursue this.

Action: Councillor Walton will make enquiries to establish the ownership of land bordering Aldcliffe Road opposite the junction with Lunecliffe Road. Also, to enquire regarding the ownership of estuary foreshore land (see Minute 20/064(2))

4) Amenity, including the Lengthsman (Chairman)

Nothing to report.

5) Restricted Byway designation of Aldcliffe Hall Drive

Nothing to report.

6) Stakeholder Liaison, including United Utilities (Councillor Walton)

Nothing to report.

7) BT Openreach (Chairman)

Nothing to report.

8) Ancillary (Chairman)

Nothing to report.

9) Other Matters

None raised.

Public Discussion:

No further matters were raised.

20/074 Payments

Payee & Detail	£
Robinson Countryside – Lengthsman Services, September and October 2020 *note	300.00
Kirkwells Ltd – NDP consultancy services	1680.00
Councillor Parrett – Lancashire County Council Archive Service, supply of photocopied documents	17.90
Derek Whiteway – Parish Clerk salary and expenses, October 2020	147.48
HMRC – PAYE deductions, October 2020	36.80

Note: this invoice had been paid under delegated authority and was presented for information only.

Resolved: That the above accounts be approved for payment.

20/075 Date and venue for next meeting

It was agreed that the next meeting would again be held using Zoom video conferencing on Tuesday, 5th January 2021, commencing at 7.00pm.

The meeting closed at 9.05pm

Clerk of the Council

Chair

Date: