

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Parish Council Meeting to be held remotely using 'Zoom' video conferencing on Tuesday, 2nd February 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.

A G E N D A

- 1. Apologies.** To receive apologies
- 2. Minutes.** To consider and approve Minutes of the Meeting held on Tuesday, 5th January 2021 (attached to the agenda).
- 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
None received to date	

- 5. Snuff Mill Lane footpath flooding.** To receive an update on developments and consider an offer made by United Utilities to provide funding to the Parish Council to undertake remedial works. Chairman to report.
- 6. M6 Junction 33 Reconfiguration.** To consider recent County Council publicity within the Parish regarding proposed work in connection with the planned Junction 33 reconfiguration.
- 7. Neighbourhood Plan.** To receive an update on the project. Councillor Parrett to report.
- 8. HGVs using Aldcliffe Hall Lane.** To consider ongoing issues with the misdirection of HGVs along the Lane and the installation of extra signage.

- 9. 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

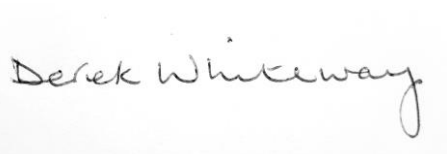
- c) Report of District and County Councillors
- d) Public discussion

- 10. Payments.** To authorise payment of the following accounts:

Payee & Detail	£
Greg Robinson – Lengthsman duties, December 2020 (* note)	120.00
The Printroom, Lancaster – printing of Draft NDP consultation papers (* note)	477.00
Derek Whiteway – Parish Clerk salary and expenses, January 2021	
Salary – 28 hours (13.5 on NDP Consultation)	229.46
Expenses – mileage and postage re NDP Consultation	14.15
	243.61
HMRC – PAYE deductions, January 2021	57.20

* Note: These invoices have been paid under delegated authority and are presented for information only.

- 11. Date of Next Meeting.** To confirm the date and time of next meeting.



Derek Whiteway
Parish Clerk
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28th January 2021

Minutes of the Meeting held on 5th January 2021 at 7.00pm using Zoom video conferencing

Present: Councillor Nick Webster (Chairman)
Councillors Brigid Letheren, Denise Parrett and Kevan Walton.
City Councillor Tim Dant
Derek Whiteway, Parish Clerk
Three members of the public attended the meeting

20/075 Apologies for Absence

Apologies were received from City Councillor Abi Mills and County Councillor Gina Dowding.

20/076 Minutes of the previous meeting

- 1) The minutes of the previous meeting, held on 1st December 2020, were approved without further amendment.

Matters arising:

- 2) **20/064(2) – Flooding on Long Mile Lane.** The Clerk reported that he had yet to submit a response to the County Council asking that work on Long Mile Lane be funded and undertaken.

Action: The Clerk is to submit a response to the County Council asking that work on Long Mile Lane be funded and undertaken.

- 3) **20/064(3) – Hedgerows.** Councillor Walton reported that his enquiries via the Land Registry had provided details of the landowners for the plots of land adjacent to Aldcliffe Lane and Arna Wood Lane.

Action: The Chairman and Clerk are to liaise to send letters to the landowners in question, requesting that the hedgerows are trimmed in keeping with the overall standard and appearance of the parish.

- 4) **20/068 - County Council 'Transforming Lancaster Travel' consultation.** The Clerk confirmed that the Parish Council's agreed consultation response had been submitted.
- 5) **20/069 - Bay Authority Proposal.** The Clerk confirmed that the Parish Council's agreed response had been submitted.

20/077 Snuff Mill Lane footpath flooding

In recognition that one member of the public, Mr Jet Harris was attending solely for this particular item (listed as item 7), the Chairman authorised it to be advanced in the agenda.

The Chairman outlined the investigations and discussions that had taken place to date with United Utilities (UU) and the work that had been proposed to extend the ditch to by-pass the blockage under UU land. The Chairman reported that no further contact had been received from UU since the last meeting.

The Chairman then invited Mr Harris to speak. Mr Harris expressed his feelings over the importance of the footpath as a connection to the multi-use estuary path and the difficulties/damage that the flooding causes. Mr Harris suggested that work was required to not only excavate the stream bed, but also create an embankment alongside the stream to protect the footpath from flooding.

The Chairman thanked Mr Harris for his comments and confirmed that the Parish Council would be mindful of his suggestions in continuing to seek a resolution to the problems.

Following further discussion, Councillors agreed that the Chairman should aim to re-establish contact with UU before the next meeting of the Parish Council and then escalate matters if necessary.

Action: The Chairman will aim to re-establish contact with UU before the next meeting of the Parish Council and then escalate matters to the company Chairman if necessary.

20/078 Declarations of Interest

No further declarations were made.

20/079 Planning Applications

Councillors considered the following planning application.

Application No:	Description
20/01388/FUL	<p>Construction of a menage (sic). Land to the South of Arna Wood Stables, Arna Wood Lane, Aldcliffe.</p> <p>Councillors discussed the proposals, focusing on the potential for it leading to further development/expansion or alternative use of the site and facility, and also its impact on the visual amenity of the area.</p> <p>City Councillor Dant expressed his own views about the application and suggested that both he and the Parish Council submit a response setting out the concerns identified.</p> <p>Councillors agreed that the Parish Council's comments should include reference to relevant sections of the developing Neighbourhood Development Plan and its associated Design Codes.</p> <p>Councillor Walton commented that the proposals did not contain any details on how any excavated material would be handled/disposed of.</p>

		<p>Following discussion, Councillors resolved that a response be submitted setting out the concerns expressed over:</p> <ul style="list-style-type: none"> • the adverse visual impact of the proposed facility; • how the proposals might conflict with elements of the NDP: and • the potential for the proposal to lead on to further extension or change of use. <p>Resolved: That the Clerk and City Councillor Dant liaise to draft responses to the application, setting out the concerns and views expressed by Councillors.</p>	
<p>20/080 Neighbourhood Development Plan (NDP)</p> <p>Councillor Parrett provided Councillors with an update on the project.</p> <p>The NDP Working Group had met on 14th December 2020 and finalised the Draft NDP ready for the 'Regulation 14' public consultation, which would commence on Monday, 25th January. Arrangements had been made to print the necessary documents and make all the material online on the Parish Council website.</p> <p>The Clerk advised that a quote of £470 had been received for the printing. The budget under the grant funding was £345, but this could be supplemented by virement from the budget for the hire of marquee and furniture, which would now not be used due to Covid-19 restrictions.</p> <p>Councillor Parrett asked the Chairman if he could write a covering letter to be issued with the consultation invitations. Arrangements had been made to cover delivery of the consultation packs to residents over the weekend of 23rd/24th January and a separate list of statutory consultees had been provided by the City Council. The Clerk was compiling a full list of potential non-residential stakeholders, who would receive either a letter or email inviting them to respond to the consultation. A notice of the consultation is also to be published in the Lancaster Guardian.</p> <p>Action: Councillor Parrett and the Clerk to liaise in finalising arrangements for the NDP consultation process.</p>			

20/081 HGVs using Aldcliffe Hall Lane and other parish roads

City Councillor Dant reported that County Councillor Gina Dowding had raised the Parish Council's concerns with the County Highways Service. A response had been received indicating that the County Council was willing to install signage for vehicles approaching from the South along Stodday Lane. This response was welcomed, although the actual location of proposed signage was not clear, and Councillors agreed that signage was necessary for vehicles approaching from all directions.

Resident Mr Andy Higgin advised that he had previously been in contact with Keyline builders merchants on New Quay Road in Lancaster asking that their delivery drivers follow an appropriate route.

Following discussion, it was agreed that further representations should be made, via County Councillor Dowding, to County Highways to secure appropriate signage covering all approaches. City Councillor Dant agreed to liaise with Councillor Dowding on this matter. It was also agreed that a request should be sent to Keyline that they issue appropriate directions for delivery drivers along with their orders.

Actions: Councillors will provide County Councillor Dowding with information and photographic evidence of the issues and damage to property caused by HGVs. Also, the Clerk will write to Keyline asking that they include appropriate delivery directions with their orders.

20/082 Public Discussion and Updates

City and County Councillors' Reports

No additional matters were reported

Clerk's Report:

1) City Council's Grassland Management Strategy

The Clerk reminded Councillors of an invitation to an online presentation by the City Council's of a new Grassland Management Strategy. It was felt that the presentation would have limited relevance to the Parish and agreed that no-one would attend.

2) Covid-19 Support Groups

The Clerk advised that the City Council continued to hold regular online briefings on Covid-19 developments and changing restrictions/guidelines. Following discussion, Councillors agreed that attendance at all these meetings was not necessary, but that Councillors should remain mindful of the availability of support via the City Council and other agencies should anyone in need be identified within the Parish.

Members' Updates

3) Highways

The Chairman had nothing further to report.

4) Amenity, including the Lengthsman (Chairman)

The Chairman reported that, for personal reasons, the Lengthsman had undertaken a limited amount of work in the Parish in recent weeks.

The Chairman raised the matter of flooding on Aldcliffe Hall Lane. Councillor Dant advised that he had worked alongside farmer Alan Bargh recently to clear a blocked drain, which had helped lower the flooding levels. Councillor Dant had also reported online a large pothole on the lane. It was noted that the County Council had written recently to say that they had work planned in 2021 to alleviate some drainage issues, though the details and a timescale were not provided.

The Chairman suggested that a soakaway might provide a solution and that County Highways might be asked to investigate. City Councillor Dant offered to liaise with County Councillor Dowding and make further enquiries of the County Council.

Actions: City Councillor Dant will liaise with County Councillor Dowding to ascertain exactly what plans the County Highways have to alleviate the drainage issues along Aldcliffe Hall Lane.

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)

The Chairman reported that the gatepost on Oaklands Court had now been cemented into place and was now safe, but it remained fenced off pending final repairs.

9) Other Matters

- a) City Councillor Dant reported that Mr Sean Kennedy, the owner of a strip of land adjacent to the 'Smuggler's Lane' footpath in Aldcliffe had recently erected some fencing around the land. Councillor Dant explained that some potentially hazardous large stones were exposed on the footpath and questioned whether the line of the footpath was being affected. The Chairman advised that he had spoken to Mr Kennedy and assured the Council that the footpath had actually been widened at this point. Mr Kennedy had stated that he was planning to rebuild the wall bordering the footpath.

In relation to the exposed stones, it was agreed that Councillor Parrett would ask Mr Kennedy if he could undertake some repairs, otherwise the Lengthsman should be asked to examine the area and suggest appropriate remedial work.

Actions: Councillor Parrett will ask Mr Kennedy if he can repair the area of the footpath with now exposed stones. Otherwise, the Lengthsman will be asked to examine the area and suggest an appropriate remedy.

- b) Councillor Parrett enquired about the current view regarding the leaning tree on Smugglers Lane. Although this had previously been reported for advice from the City Council's Tree Officer, it was agreed that there was no need for this to be followed up.
- c) Councillor Letheren commented that a previously reported overhanging branch on Lunecliffe Road had rotted and was now starting to fall.

Actions: The Clerk will follow up with the County Council and provide an update to the previous report regarding this hazardous branch. Councillor Walton agreed to investigate the identity of the landowners in question.

Public Discussion:

No further matters were raised.

20/083 Payments

Payee & Detail	£
Councillor Webster – replacement noticeboard for Oaklands Court	11.04
Derek Whiteway – Parish Clerk salary and expenses, December 2020	207.84
HMRC – PAYE deductions, December 2020	45.20

Resolved: That the above accounts be approved for payment.

20/084 Date and venue for next meeting

It was agreed that the next meeting would be held using Zoom video conferencing on Tuesday, 2nd February 2021, commencing at 7.00pm.

The meeting closed at 8.45pm

Clerk of the Council

Chair

Date: