

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Parish Council Meeting to be held remotely using 'Zoom' video conferencing on Tuesday, 2nd March 2021 commencing at 8.00pm

Please note the later than normal starting time for this meeting

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, 2nd February 2021.
- 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
21/00068/FUL	Construction of a dormer extension to the rear elevation with a Juliet balcony. 1 Park Meadow, Lancaster
	A response was submitted on 22/02/21 expressing that the Parish Council has no objections

- 5. Council Vacancies.** To consider and approve arrangements for advertising and filling casual vacancies arising from the resignation of Councillors. Clerk to report
- 6. Neighbourhood Plan.** To receive an update on the project. Councillor Parrett to report.
- 7. Bailrigg Garden Village Vision and Masterplan.** To review progress and engagement to date with the consultation process and consider any further action to be taken.
- 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. **Snuff Mill Lane footpath flooding.** To receive an update on developments. Chairman to report.

10. **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

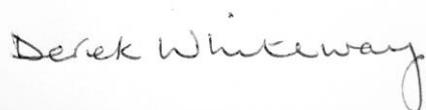
c) Report of District and County Councillors

d) Public discussion

11. **Payments.** To authorise payment of the following accounts:

Payee & Detail	£
Tech-Hub NW – Website hosting and domain renewal 2021/22	136.50
Tech-Hub NW – G-Suite licence 2021/22	55.15
Kirkwells Ltd – invoice expected re NDP Consultancy	1,680.00
AP & LA Worledge – invoice expected re Snuff Mill Lane ditching works	4,560.00
Derek Whiteway – Parish Clerk salary and expenses, February 2021	229.26
HMRC – PAYE deductions, February 2021	57.40

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



Derek Whiteway
Parish Clerk
Tel: 01524 64908

Email: clerk@aldcliffewithstoddaypc.org

24th February 2021



Minutes of the Meeting held on 2nd February 2021 at 7.00pm using Zoom video conferencing

Present: Councillor Nick Webster (Chairman)
Councillors Brigid Letheren, Denise Parrett and Kevan Walton (item *** onwards).
City Councillor Tim Dant (part)
County Councillor Gina Dowding (part)
Derek Whiteway, Parish Clerk
Two members of the public attended the meeting

20/085 Apologies for Absence

Apologies were received from Councillor Chris Norman.

20/086 Snuff Mill Lane footpath flooding

In recognition that County Councillor Dowding was attending for this particular item (listed as item 5), the Chairman authorised it to be advanced in the agenda.

The Chairman reported that, following further communication with United Utilities, they had proposed an alternative approach to carrying out the suggested work to extend the ditch and bypass the blockage. United Utilities were proposing to make a donation to the Parish Council to cover the quoted cost of the work and enable the Council to commission the work. The Chairman reported that United Utilities had indicated that this was their best offer. The offer was to pay the Parish Council £4,560 to cover the full cost of the works, including VAT.

County Councillor Dowding advised that her involvement with the flooding issue dated back to 2013. Little progress had been made in negotiations with United Utilities during that time and Councillor Dowding encouraged the Parish Council to accept the offer as a means of making progress.

The Chairman reported that he and Councillor Walton had both spoken to the contractor and were satisfied with his proposed methodology and capability to undertake the work.

Councillors discussed the pros and cons of United Utilities' offer. Concerns were raised that UU might view the offer as their 'full and final' commitment to resolving the issues and it was agreed that acceptance should include a caveat that the Parish Council might need to engage further with UU should the work not be wholly successful.

Following discussion, the Chairman proposed that the offer from United Utilities be accepted and that Mr Tony Worledge be appointed to undertake the work. The proposition was approved unanimously.

Resolved: That United Utilities' offer to make a donation of £4,560 to the Parish Council is accepted and that Mr Tony Worledge is appointed to carry out the proposed ditching work on Snuff Mill Lane.

The Clerk reported that, regarding the application for a DMMO to designate the lane as a Public Bridleway, he had sent an email to the County Council's case officer to enquire on progress and register the Parish Council's interest but was yet to receive a reply.

Action: The Clerk is to follow up his enquiry regarding the DMMO with the County Council Public Rights of Way team.

County Councillor Dowding left the meeting at this point.

Mr Jet Harris, attending as a member of the public, enquired whether the Parish Council might seek to adopt the lane and asked what arrangements would be put in place to maintain the ditch once established. The Chairman advised that adopting the lane had been considered previously but ruled out due to the unknown liabilities that doing so might involve. The Clerk advised that, given the developing situation with the footpath and the DMMO application, the possibility of adopting the land maintenance should be reviewed by the Parish Council every few years. Regarding maintenance of the ditch, the Chairman advised that this would be included in the Lengthsman's duties.

20/087 Minutes of the previous meeting

City Councillor Dant joined the meeting at this point.

- 1) The minutes of the previous meeting, held on 5th January 2021, were approved without further amendment.

Matters arising:

- 1) **20/076(2) – Flooding on Long Mile Lane.** The Clerk has delayed action on this matter due to other priorities. This topic was reprinted by City Councillor Dant later in the meeting – see minute 20/093(1).
- 2) **20/076(3) – Hedgerows.** The Clerk has delayed action on this matter due to other priorities.

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.

- 3) **20/082(4) – Flooding on Aldcliffe Hall Lane.** City Councillor Dant reported that he is liaising with County Councillor Dowding in an attempt to have a County Engineer visit and inspect the site.

- 4) **20/082(9a) – Smugglers’ Lane footpath surface.** The Chairman reported that he had asked the Lengthsman to meet with him to inspect the footpath and provide proposals for any necessary repairs/improvements.

Councillor Walton joined the meeting at this point.

- 5) **20/082(9c) – Overhanging branch on Luncliffe Road.** The Clerk reported that he had submitted a further report on the County Council’s ‘Report-It’ system.

20/088 Declarations of Interest

No further declarations were made.

20/089 Planning Applications

No new planning applications had been referred to the Parish Council.

20/01388/FUL - Construction of a menage (sic). Land to the South of Arna Wood Stables, Arna Wood Lane, Aldcliffe. The Clerk advised that he had liaised with City Councillor Dant on this application and both were planning to submit responses in the next few days. A response to questions raised by the Clerk and an outstanding document application were still awaited from the Development Management Team.

20/090 M6 Junction 33 Reconfiguration

The Clerk advised that this item had been included following the recent posting by the County Council of notices in the Parish regarding their interest in land within the ‘Zone of Interest’ in connection with the Bailrigg Garden Village (BGV) plans. The Clerk had asked the County Council for clarification on the potential implications for the Parish and had yet to receive a reply, although a clearer map showing the Zone of Interest had been supplied.

Councillor Walton stated that his main concerns were currently with the ongoing BGV consultation and the short timetable. It was apparent that households within the BGV ‘Area of Interest’ (which includes part of Stodday) had recently received letters concerning the consultation process.

Councillors expressed concerns about the extent and the timescale for the consultation process. It was agreed that the Clerk should register the Parish Council’s interest in the Planning consultants’ planned online presentations.

Following discussion, it was agreed that the Clerk should submit a letter to the City Council and Planning Consultants expressing concerns over the extent, method and timescale of the consultation and asking that the Parish Council be formally consulted.

Action: The Clerk will register the Parish Council’s interest in attending the Planning consultants’ future online presentations.

The Clerk will also submit a letter to the City Council and Planning Consultants expressing concerns over the extent, method and timescale of the consultation and asking that the Parish Council is formally consulted on the plans.

20/091 Neighbourhood Development Plan (NDP)

Councillor Parrett provided Councillors with an update on the project. The consultation process had commenced on 25th January 2021 and 13 responses had been received in the first week.

The Chairman thanked Councillor Parrett and all involved in the NDP Working Group for all their work in getting to this stage and producing a highly professional Draft NDP document.

Councillor Parrett and the Clerk reported that arrangements were in place to publicise the online discussion planned for Tuesday, 23rd February 2021.

20/092 HGVs using Aldcliffe Hall Lane and other parish roads

The Chairman reported that he had received an emailed response from the County Highways Service, which indicated that the County Council were not willing to provide any further signage on the Parish's roads. The Chairman agreed to forward the email to all other Councillors.

Following a proposal at the January meeting (minute 20/081), the Chairman had contacted Keyline on New Quay Road and had been informed that the business had closed in December. It was hoped that this development might alleviate some of the problems with misdirected delivery traffic.

20/093 Public Discussion and Updates

City and County Councillors' Reports

1) Flooding on Long Mile Lane

City Councillor Dant questioned what action the Parish Council was proposing regarding the flooding and suggested that a priority should be unblocking a culverted drain believed to run between the end of Long Mile Lane at the junction with Aldcliffe Hall Lane and the outlet around 200 metres or more further down the estuary.

Following discussion, it was agreed that, to make progress with this issue, contact needed to be made with both the County Council and the Morecambe Bay Wildfowlers Association, who own the land on which the outlet valve is situated.

Councillor Dant advised that Alan Bargh, the farmer of land in this area, was willing to investigate any blockage at the Long Mile Lane end of the culvert. The existence and route of the culvert had been supported by anecdotal evidence from other individuals.

The Chairman suggested that it would might prove useful to obtain historical maps of the area which might identify the culvert.

Action: The Clerk and City Councillor Dant to liaise and contact interested parties to gather information regarding the culvert prior to contacting the County Council and the Wildfowlers Association on the issue.

Clerk's Report:

2) Census 2021 Arrangements

The Clerk referred to recent emails received appealing for the Parish Council's assistance in arrangements for the forthcoming census. Councillor Parrett offered to represent the Parish Council by completing a questionnaire sent to Parish Councils, and by attending an online meeting scheduled for Tuesday, 9th February 2021.

Action: Councillor Parrett will complete the Census 2021 online questionnaire and represent the Parish Council at an online meeting scheduled for Tuesday, 9th February 2021.

Members' Updates

3) Highways

The Chairman had nothing further to report.

4) Amenity, including the Lengthsman (Chairman)

The Chairman had nothing further to report.

5) Restricted Byway designation of Aldcliffe Hall Drive

Nothing to report.

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

Councillor Letheren asked whether it would be possible to arrange for a 'relationship officer' to be identified with United Utilities. The Chairman advised that the UU Plant Manager had previously offered to provide a site tour to Parish Councillors. The Chairman and City Councillor Dant advised that, with the high degree of automation, there is no longer a consistent presence on the site.

It was agreed that a successful outcome to the ditch work on Snuff Mill Lane footpath could provide a useful opportunity to publicise the joint approach taken and help develop the relationship.

Action: That the Parish Council take up United Utilities offer of a site tour at an appropriate point in the future and seek to establish a workable rapport with the organisation.

7) BT Openreach (Chairman)

Nothing to report.

8) Ancillary (Chairman)

Nothing to report.

9) Other Matters

Nothing further was raised.

