

## MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Parish Council Meeting to be held at The Quaker Meeting House on  
Tuesday, 5<sup>th</sup> April 2022 commencing at 7.00pm**

### A G E N D A

- 1. Apologies.** To receive apologies
- 2. Minutes.** To consider and approve Minutes of the Meeting held on Tuesday, 1<sup>st</sup> March 2022 and receive updates on any matters arising.
- 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	

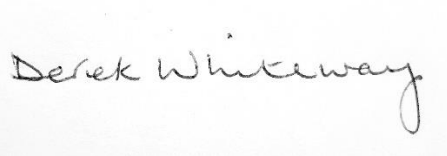
- 5. Neighbourhood Plan.** To receive an update on the project. Councillor Parrett to report.
- 6. The Queen's Platinum Jubilee.** To further consider whether and how the Parish Council wishes to mark the Jubilee.
- 7. Lune Millennium Path / Stodday Picnic Site.** To further consider proposals for a joint scheme to replace and upgrade furniture on the length of the multi-use path between Aldcliffe Hall Lane and Glasson Dock.
- 8. Parking on Aldcliffe Road.** Parish Chairman to report
- 9. Annual Governance and Accountability Return (AGAR) 2021/22.** The Clerk will provide a verbal report on arrangements for the AGAR and ask the Council to confirm the appointment of an external auditor.
- 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).
  - Clerk's report on activities and correspondence since last meeting
  - Members' updates and reports since the last meeting, including:

Highways	Amenity, incl Lengthsman	Stakeholder, incl United Utilities
Ancillary	Broadband provision	

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

**11. Payments.** To authorise payment of accounts. Report attached.

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

A handwritten signature in black ink that reads "Derek Whiteway". The signature is written in a cursive style with a large, looped 'y' at the end.

**Derek Whiteway**

**Parish Clerk**

**Tel: 01524 64908**

**Email: [clerk@aldcliffewithstoddaypc.org](mailto:clerk@aldcliffewithstoddaypc.org)**

**30<sup>th</sup> March 2022**

## Minutes of the Meeting held on 1<sup>st</sup> March 2022 at 7.00pm at the Quaker Meeting House, Lancaster

**Present:** Councillor Nick Webster (Chairman)  
Councillors Duncan Hall, Denise Parrett, Kevan Walton and Heather Ward.  
City Councillor Tim Dant  
Derek Whiteway, Parish Clerk

### 21/106 Apologies for Absence

No apologies for absence had been received.

### 21/107 Minutes of the previous meeting

- 1) Subject to a minor correction to the minute numbering, the minutes of the Parish Council Meeting held on 1<sup>st</sup> February 2022, were approved without further amendment.

#### Matters arising:

- 2) **21/096(2) – East Lodge.** No further update.
- 3) **21/096(3) – Dangerous Trees, Lunecliffe Road.** City Councillor Dant reported on discussion he had held with contractors involved in felling and pruning trees on land to the south of Lunecliffe Drive. A significant number of trees had been felled and the Councillors felt that the work had resulted in the area being very untidy although it was not clear whether the work was now complete. Councillors agreed that the work and situation should be monitored
- 4) **21/096(4) - Traffic concerns on the Parish's roads.** Councillor Ward reported progress in identifying a potential contact with the new management of the Stodday Wastewater Treatment Works (WwTW).
- 5) **21/096(5) - Conservation Work.** The Clerk reported on progress with arrangements for the Parish Council to meet with Mandy Knott, Coastal Lead Adviser (Natural England). Councillors Parrett, Ward and Walton volunteered to be involved along with City Councillor Dant.

**Action:** The Clerk will make arrangements to host a meeting between Councillors and Mandy Knott of Natural England.

- 6) **21/096(6) – Drainage work on Long Mile Lane.** Councillors noted that, following recent heavy rainfall and high tides, the ditch adjacent to Long Mile Lane had been unable to cope, resulting in the path being flooded.

**7) 21/101(5) – Bank Accounts.** The Clerk reported that the Skipton Building Society account had now been closed and the balance transferred into the Council's Unity Trust Bank Current Account.

#### **21/108 Declarations of Interest**

No further declarations were made.

#### **21/109 Lune Millennium Path**

Prior to the meeting, the Clerk had provided Councillors with a briefing note. This covered external funding already secured from the University Wind Turbine Fund for refurbishing the Stodday picnic site and emerging proposals from Lancashire County Council for a more extensive project to replace furniture on the Millennium Path between Aldcliffe and Glasson Dock.

City Councillor Dant updated Councillors on discussions held with the County Council's Countryside Service Manager about these potential works and proposals for securing external grant funding. The Chairman presented a document in which the Parish's Lengthsman had provided estimated costings for the installation of various types of seats and benches.

Following discussion of the emerging proposals, the timescales involved and the potential role of the Parish Council as accountable body, Councillors agreed that several issues and potential risks and opportunities needed to be fully understood before a commitment could be made. Councillors therefore asked City Councillor Dant to report back to the Countryside Service Manager and enquire how the concerns might be addressed.

Councillors also noted that United Utilities (UU) had previously made an informal offer to assist with the refurbishment of the Stodday picnic site. It was agreed that efforts should be made to resume discussions with UU on the matter.

**Action:** Councillors and the Clerk will liaise with City Councillor Dant to investigate and evaluate potential Lune Millennium Path projects before deciding on a course of action.

#### **21/110 Planning Applications**

1) The following new planning applications were considered:

**22/0034/TPO x1 Sycamore (T1) - Reduce crown by 25% leaf cover.** 14 Oaklands Court, Aldcliffe.

**Resolved:** A response had already been agreed and submitted supporting the work, subject to the Tree Officer's assessment.

**22/0045/TPO - Lyme (T1) - crown lift, reduce crown by 25-30% and remove epicormic growth.** 7 Oaklands Court, Aldcliffe.

**Resolved:** A response is to be submitted supporting the work, subject to the Tree Officer's assessment.

- 2) **Planning Application 21/01581/FUL Change of use of land for the siting of 3 traveller caravans, 3 touring caravans and 3 mobile homes, siting of a day room, erection of a barn, installation of a septic tank and creation of an area of hardstanding.** Field 3225, Arna Wood Lane, Aldcliffe.

The Clerk updated Councillors on the draft response to this application. Following a brief discussion, Councillors agreed that, subject to one minor amendment, the response should be submitted.

**Action:** The Clerk will finalise the Council's response and submit it to the City Council's Development Management Team.

### **21/111 Neighbourhood Development Plan (NDP)**

Councillor Parrett reported that the NDP Working Group had met on Tuesday, 15<sup>th</sup> February with consultant Louise Kirkup and two City Council officers in attendance. The meeting had discussed and addressed the questions raised by the independent examiner, whose draft report had now been received. Councillor Parrett advised that the draft report was positive, with only minor matters to be resolved and that it was hoped to have the report finalised soon.

Councillor Parrett asked the Council to approve the Working Group and City Council's draft responses to the examiner's questions, which had been circulated to Councillors prior to the Parish Council meeting.

Following discussion, it was proposed by Councillor Walton, seconded by Councillor Webster, and carried unanimously that the draft responses be approved.

**Resolved:** That the NDP Working Group and City Council's draft responses to the independent examiner's questions are approved.

Councillor Parrett asked the Council to review and approve the Non-Designated Heritage Asset List, for which no amendments were currently being proposed. Councillor Parrett advised that the list should be reviewed regularly by the Council. Councillors unanimously approved the NDHA List. Following discussion, it was agreed that the next review should be soon after the next Parish Council elections in May 2023, with further reviews at 4 yearly intervals thereafter.

**Resolved:** That the NDHA List is approved. Also, that the next review of the NDHA List should be scheduled for mid-2023, following the next Parish Council elections in May 2023, with further reviews at 4 yearly intervals thereafter.

## **21/112 The Queen's Platinum Jubilee**

The Clerk reported that he had received no suggestions from parishioners for a community celebration or commemoration of the Jubilee.

Following discussion of a range of options of both a celebratory and commemorative nature, Councillors agreed that, in the absence of clear community support, the Council was not positioned to organise a community event. The Council would, however, continue to investigate ways to commemorate the Jubilee, including the planting of a commemorative tree or trees.

**Resolved:** The Parish Council will continue to investigate ways to commemorate the Jubilee, including the planting of a commemorative tree or trees.

## **21/113 Canalside Parking on Aldcliffe Road**

City Councillor Dant reported that he had contacted the Canal and River Trust about progress with the erection of signage, which had been promised in October 2021. Councillor Dant had not yet received a direct reply to his enquiry.

The Clerk reported that he had received an acknowledgement, but not yet a response, to an enquiry to the Police about the legality of parking on a white lined area.

## **21/114 Public Discussion and Updates**

### **City and County Councillors' Reports**

No further reports were received.

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

Nothing further to report.

### **Members' Updates**

#### **1) Highways (Chairman)**

Nothing further to report.

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

Nothing further to report.

#### **3) Broadband Provision (Councillors Hall and Walton)**

Nothing further to report.

#### **4) Ancillary (Chairman)**

Nothing further to report.

#### **5) Other Matters**

Nothing further to report.

**Public Discussion:**

No further matters were raised.

**21/115 Payments**

<b>Payee &amp; Detail</b>	<b>£</b>
Lancaster Quaker Meeting – hire of meeting room, 1st March 2022 (invoice not yet received)	23.00
Tech-Hub (North West) Ltd – Website hosting and domain renewal 2022	136.50
Kirkwells Limited – NDP Consultancy Fees Covers advising on Reg 16 responses, independent examiner's questions and report, and any resulting changes to the NDP.	1,296.00
Derek Whiteway – Parish Clerk salary and expenses, February 2022	124.26
HMRC – PAYE deductions, February 2022	30.40

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

**21/116 Date and venue for next meeting**

The next meeting is scheduled for Tuesday, 5<sup>th</sup> April 2022 at the Quaker Meeting House, commencing at 7.00pm.

**21/117 Exclusion of public and press.**

**Resolved:** That the public and press be excluded from the meeting during consideration of the next item, which was deemed to be exempt under Part I of Schedule 12A to the Local Government Act 1972 (as amended).

**21/118 Lengthsman's Contract**

This minute is exempt from publication under Part I of Schedule 12A to the Local Government Act 1972 (as amended).

The meeting closed at 9:15pm

Clerk of the Council

Chair

Date:

# ALDCLIFFE WITH STODDAY PARISH COUNCIL



**Parish Council Meeting, 5<sup>th</sup> April 2022**

## **Agenda Item 11 – Payments for Authorisation**

<b>Payee &amp; Detail</b>	<b>£</b>
Lancaster Quaker Meeting – hire of meeting room, 5 <sup>th</sup> April 2022 (invoice not yet received)	23.00
LALC – Subscription 2022/23	51.78
Robinson Countryside – Lengthsman Services, February 2022	142.50
Derek Whiteway – Parish Clerk salary and expenses, March 2022	380.10
HMRC – PAYE deductions, March 2022	95.00