

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Parish Council Meeting to be held at The Quaker Meeting House on Tuesday, 6th September 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, 5th July 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 to date	

To consider any other planning matters affecting the Parish.

5. **South Lancaster Area Action Plan.** To consider any issues arising from recent City Council engagement meetings with Parish Councils.
6. **Neighbourhood Plan.** To receive an update on the project. Councillor Parrett to report.
7. **Stodday Picnic Site.** To review progress with a project to refurbish the picnic area.
8. **Parking on Aldcliffe Road.** Parish Chairman to report on progress.
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:

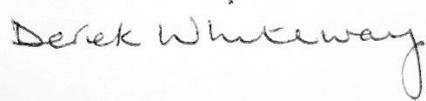
Highways	Amenity, incl Lengthsman	Stakeholder, incl United Utilities
Ancillary	Broadband provision	

- c) Report of District and County Councillors

d) Public discussion

10. Payments. To authorise payment of accounts. Report attached.

11. 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 long tail on the 'y'.

Derek Whiteway

Parish Clerk

Tel: 01524 64908

Email: clerk@aldcliffewithstoddaypc.org

31st August 2022

Minutes of the Meeting held on 5th July 2022 at 7.00pm at the Quaker Meeting House, Lancaster

Present: Councillor Nick Webster (Chairman)
Councillors Denise Parrett and Kevan Walton
City Councillor Tim Dant
Derek Whiteway, Parish Clerk

22/040 Apologies for Absence

Apologies for absence were received from Councillor Duncan Hall and Councillor Heather Ward.

1) Minutes of the previous meeting

- 2) The minutes of the Parish Council Meeting held on 7th June 2022, were approved without further amendment.

Matters arising:

- 3) **22/029(2) Conservation Work.** The Clerk was still attempting to make arrangements for the Parish Council to meet with Mandy Knott, Coastal Lead Adviser (Natural England).

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

- 4) **22/037(1) Community Governance Review (CGR).** Following the Parish Council's submission of a proposed boundary change, the City Council had emailed to advise that a CGR would not be undertaken until 2026.
- 5) **22/037(3) WwTW Signage.** The Chairman reported that United Utilities had agreed to improve the Lunecliffe Road signage to the works.
- 6) **22/037(4) Sewage Discharge Issues.** The Chairman had spoken to United Utilities' area manager about a recent BBC Countryfile item concerning sewage discharge into the nation's rivers. The manager had assured the Chairman that this would only occur in periods of extremely high rainfall and that any surplus waste discharged would be very diluted.

22/041 Declarations of Interest

No further declarations were made.

22/042 Planning Applications

- 1) The following planning applications were considered. It was resolved to respond as set out against each individual case.

Application No:	Description
22/00657/LB	<p>Listed building application for repairs to roof and internal timber elements, removal and replacement of damaged slates and rotten timbers, replacement rooflights, reconstruction of existing dormer window and alterations to rear projection roof structure. East Lodge, Aldcliffe Road.</p> <p>Resolved. That a response be submitted welcoming the restoration of the property and the proposed work subject to the professional assessment of the City Council's Conservation Team.</p>
Application No:	Description
22/00765/FUL	<p>Installation of replacement front door. 2 Home Farm, Oaklands Court, Aldcliffe.</p> <p>Resolved. That a response be submitted supporting the application.</p>

- 2) **Other matters** – Static Caravans on land adjacent to Stodday Lane. Councillors welcomed the response received on this matter from the City Council's Planning Enforcement Officer. City Councillor Dant reported that he was also intended to speak to the City Council's Head of Planning and Place about this matter and also seek an update on planning application 21/01581/FUL at Arna Wood.

22/043 Parish & Town Council Charter 2022-2024

Councillors discussed the Lancashire County Council's recently produced 'Parish and Town Council Charter' and resolved that it should be ratified as requested.

Resolved: That the Parish Council ratifies the County Council's 'Parish and Town Council Charter'.

22/044 Review of Financial Balances and Reserves

The Clerk submitted a report setting out the current position regarding the Council's General and Earmarked Reserves and outlining options for revision.

Following discussion of the current position and several possible suggestions for future designation and application of reserves, Councillors resolved that the options should be developed further for consideration at the Council's September Meeting.

Resolved: that options regarding the Council's reserves and balances should be developed further for consideration at the Council's September Meeting.

22/045 Lancaster South Area Action Plan (LSAAP)

Councillor Walton reported on a meeting held by Lancaster City Council Planning Service with representatives from the South Lancaster Parish Councils regarding flooding conditions within the LSAAP area.

Councillor Walton explained that the Parish Council was not in the same watershed as the other Parish Councils and the Bailrigg Garden Village, but that he would, as requested by the City Council, provide feedback on areas within the parish that suffer from flooding issues.

Councillor Walton advised that the next topic to be covered by this series of meetings is 'transport', which will involve representatives from Lancashire County Council.

Action: Councillor Walton will provide feedback to the City Council on areas within the parish that suffer from flooding issues.

22/046 Neighbourhood Development Plan (NDP)

Councillor Parrett confirmed that the date for the NDP referendum had been set as Thursday, 21st July 2022, with a deadline of 13th July for postal vote applications.

22/047 Stodday Picnic Site

Councillor Walton and City Councillor Dant provided an update on the project and on quotations for the proposed groundworks and supply of furniture. Following discussions, Councillors agreed that Councillor Walton should finalise the specification for the project and agree the funding position with the Parish Clerk. Councillors resolved that the quotation of £1,500 from Lancaster City Council for the groundworks element of the project should be accepted. It was also agreed that picnic tables and benches should be ordered by the Parish Council from Glasdon UK Ltd.

Councillors agreed that, if funds allow, consideration should be given to the inclusion of a Platinum Jubilee commemorative plaque.

Resolved: That the quotation of £1,500 from Lancaster City Council for the groundworks element of the project is accepted. Also that picnic tables and benches should be purchased from Glasdon UK Ltd.

Action: Clerk will liaise with Councillors Walton and Ward and City Councillor Dant to arrange the works and purchases necessary to complete the project.

22/048 Canalside Parking on Aldcliffe Road

The Chairman reported that no further communication had taken place since the last Council meeting. A response was still awaited from Lancashire County Council's Highways Regulation and Enforcement Officer

22/049 Public Discussion and Updates

City and County Councillors' Reports

No further reports were received.

Clerk's Report:

1) Email from Resident

The Clerk referred to an email recently received from a resident commenting on the Council's website and questioning the Council's priorities and commitment to the community. Councillors resolved that a response should be sent acknowledging the email and advising that the comments had been noted.

2) Maintenance of Smuggler's Lane

The Clerk reported that he had received and responded to an email (from a non-resident) commenting on the overgrown condition of the lane and asking about maintenance arrangements. Following the Clerk's advice, the sender was planning to raise this as an issue with Lancashire County Council. Following discussion, Councillors resolved that the Parish Council should also raise the matter with the County Council and ask that the hedgerows are trimmed as soon as possible.

Resolved: the Parish Council should report the overgrown condition of Smuggler's Lane to the County Council and ask that the hedgerows are trimmed as soon as possible.

Members' Updates

3) Highways (Chairman)

Nothing further to report

4) Broadband Provision (Councillors Hall and Walton)

Nothing further to report.

5) Ancillary (Chairman)

The Chairman advised that the Lengthsman was currently engaged by Lancashire County Council to identify and treat outbreaks of Japanese Knotweed along the full length of the Millennium Estuary Path.

6) Other Matters

None raised

Public Discussion:

No further matters were raised.

22/050 Payments

Payee & Detail	£
Lancaster Quaker Meeting – hire of meeting room, 5th July 2022	23.00
Robinson Countryside – Lengthsman Services, June 2022 (4 hours)	70.00
Derek Whiteway – Parish Clerk salary and expenses, June 2022	166.53
HMRC – PAYE deductions, June 2022	41.60

Resolved: That the above accounts be approved for payment.

22/051 Date and venue for next meeting

The next meeting is scheduled for Tuesday, 6th September 2022 at the Quaker Meeting House, commencing at 7.00pm.

The meeting closed at 9:05pm

Clerk of the Council

Chair

Date:

ALDCLIFFE WITH STODDAY PARISH COUNCIL



Parish Council Meeting, 6th September 2022

Agenda Item 12 – Payments for Authorisation

Payee & Detail	£
Lancaster City Council – groundworks to Stodday picnic site (note 1)	1,484.71
Lancaster Quaker Meeting – hire of meeting room, 6 th September 2022 (not yet received)	23.00
Derek Whiteway – Parish Clerk salary and expenses, July/August 2022	362.42
HMRC – PAYE deductions, July/August 2022	90.40

Note 1. This invoice was paid under delegated authority on 2nd August 2022 and is presented for information only.