

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

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

### 22/075 Apologies for Absence

Apologies for absence were received from Councillor Duncan Hall and City Councillor Abi Mills.

### 22/076 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting, held on 4<sup>th</sup> October 2022, were approved without further amendment.

#### Matters arising:

- 2) **22/060(2) Lunecliffe Road / Stodday Lane Hedgerows.** The Clerk reported that he had written to the relevant landowners.
- 3) **22/069 Street Cleaning arrangements.** Councillors discussed the current condition of the parish's streets and roads and agreed that the City Council should be requested to resume a regular street cleaning service.

**Action:** The Clerk will contact the City Council to enquire about street cleaning services and request that regular visits are resumed.

- 4) **22/071 Canalside Car Parking.** Councillor Walton had written to the Chairman of the County Council's Highways Committee and was awaiting a response from the Highways service.

### 22/077 Declarations of Interest

No further declarations were made.

### 22/078 Planning Applications

- 1) **New planning consultations.** No new consultations had been received.
- 2) **Story Homes – Proposed Residential Development on Land at Ashton Road.**  
Story Homes had written to the Parish Council inviting comments on plans for a housing development on land adjacent to Ashton Road. Approval for outline plans for up to 55 dwellings had been granted in September 2021 (application ref 20/00305/OUT).

Following discussion, Councillors resolved to thank Story Homes for their consultation invitation, but not submit any comments at this stage.

**Resolved:** That the Parish Council thanks Story Homes for their consultation invitation but chooses not to comment at this stage.

3) **Proposed Diversion of Public Right of Way, Aldcliffe Hall Drive.**

The Clerk had received an email from Lancashire County Council's Public Rights of Way team inviting comments on a proposal to divert a section of the Aldcliffe Hall Drive Restricted Byway. The proposal affects the Eastern end of the Byway, a stretch of approximately 50m in length, taking the right of way off the Drive and on to a new path through the wooded area to join Aldcliffe Road near the corner of Padfield Lane. The County Council had requested comments by 2<sup>nd</sup> December 2022.

Following discussion, Councillors agreed that further time was required for the Parish Council to consider how to consult on and respond to the proposed diversion and resolved that the Clerk should write requesting an extension of time.

**Resolved:** That the Clerk writes to Lancashire County Council requesting an extension of time to consider and respond to the proposal.

4) **Arna Wood Fields**

The Clerk had received an email from a resident querying development on fields bordering Aldcliffe Lane/Stodday Lane, on a site which had been subject to investigation by the City Council's Planning Enforcement team earlier in the year. Following discussion, Councillors agreed that the resident's concerns should be acknowledged, and the situation monitored.

**Resolved:** That the Parish Council continue to monitor activity and developments at this site.

**22/079 Lancaster South Area Action Plan (LSAAP)**

Councillor Ward reported that no further liaison meetings had been held since the last Parish Council meeting. A meeting (date not yet decided) was due to be held in November to consider the 6 thematic papers produced by the City Council and a further meeting was due in December on Sustainable Transport.

The Clerk reported that he had written to Lancashire County Council enquiring whether the Parish Council was able to request a traffic survey on its roads.

Councillor Ward left the meeting at this point

**22/080 Insurance Policy**

The Clerk introduced a report setting out details of three quotations received for the Parish Council's insurance for 2022/23 (renewal date, 16<sup>th</sup> November 2022). The Clerk had recommended that the quotation by Zurich Municipal, in the sum of £241.00 be accepted.

Following discussion, Councillors resolved that the quotation by Zurich Municipal, in the sum of £241.00 be accepted.

**Resolved:** That the Parish Council accepts the quotation by Zurich Municipal to provide the Council's insurance policy for 2022/23.

### **22/081 Aldcliffe Cycleway Wildlife Opportunities**

The Clerk reported on discussions held with Natural England (NE) regarding opportunities to protect and improve conditions on the estuary for both wildlife and visitors. The Clerk proposed that he liaise with NE to arrange a meeting and invite relevant local authorities, landowners and other stakeholders to attend.

**Resolved:** That the Clerk liaise with NE to arrange a meeting, hosted by the Parish Council and invite relevant local authorities, landowners and other stakeholders to attend.

### **22/082 Lengthsman**

Options for filling the position of Lengthsman or otherwise covering the services provided continued to be explored. It was agreed that any orders for work at this stage should be on an ad-hoc basis.

### **22/083 Stodday Picnic Site**

The Clerk reported that the picnic tables and benches had been delivered to the City Council's White Lund Depot and awaited installation.

Councillor Walton reported that he and Cllr Ward's husband were planning to do some tidying and strimming work around the periphery of the site.

The Clerk provided a headline update regarding the project budget. Following discussion, Councillors agreed that options for including a litter bin and a further bench or seat should be investigated.

**Action:** The Clerk will liaise with Councillor Walton, City Councillor Dant and the City Council on the delivery and installation of the furniture and in exploring the provision of further furniture/facilities at the site.

### **22/084 Public Discussion and Updates**

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

No further reports were received.

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

##### **1) Parish and Town Council Conference**

The Clerk reminded Councillors that the County Council was hosting an annual Conference on Saturday, 12<sup>th</sup> November. The draft agenda had now been provided. Councillors agreed to consider whether they would be able to attend.

## 2) NJC Pay Negotiations 2022/23

The Clerk reported that the NJC had agreed a pay settlement with employers and a revised pay scale, effective from 1<sup>st</sup> April 2022. This would be incorporated into the Clerk's pay claim for November 2022.

## 3) Lancaster City Council Planning Service Review

Councillor Walton had advised that he was planning to attend the City Council's peer review workshop on Tuesday, 8<sup>th</sup> November

## Members' Updates

### 4) Highways (Chairman)

Nothing further to report.

### 5) Broadband Provision (Councillors Hall and Walton)

Nothing further to report.

### 6) Ancillary (Chairman)

Nothing further to report.

### 7) Other Matters

None raised

## Public Discussion:

No further matters were raised.

## 22/085 Payments

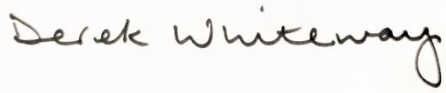
Payee & Detail	£
Glasdon Ltd – Picnic tables and benches	3,191.52
Lancaster Quaker Meeting – hire of meeting room, 1 <sup>st</sup> Nov 2022	23.00
Derek Whiteway – Parish Clerk salary and expenses, October 2022	126.10
HMRC – PAYE deductions, October 2022	31.40

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

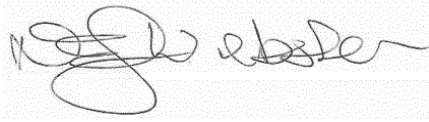
## 22/086 Date and venue for next meeting

The next meeting is scheduled for Tuesday, 6<sup>th</sup> December 2022 at the Quaker Meeting House, commencing at 7.00pm.

The meeting closed at 9:10pm

Handwritten signature of Derek Whiteway in black ink on a light beige background.

Clerk of the Council

Handwritten signature of the Chair in black ink on a light grey background.

Chair

Date: 6<sup>th</sup> December 2022