



Minutes of the Meeting held on 6th December 2022 at 7.00pm at the Quaker Meeting House, Lancaster

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

22/087 Apologies for Absence

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

22/088 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting, held on 1st November 2022, were approved without further amendment.

Matters arising:

- 2) **22/076(2) Lunecliffe Road / Stodday Lane Hedgerows.** No further reports regarding the hedgerows. Councillors reported that recent flooding on Lunecliffe Rd had abated. The issue had been logged with Lancashire County Council, who were due to re-inspect.
- 3) **22/076(3) Street Cleaning arrangements.** The Clerk advised that he had not had any further update from the City Council.

Action: The Clerk will follow up on the enquiry about street cleaning services in the parish.

- 4) **22/076(4) Canalside Car Parking.** Councillor Walton had received a response from the County Council's Highways Service stating that there was nothing they could do about the issues raised.
- 5) **22/078(4) Arna Wood Fields.** Councillor Walton reported having recently seen lights on in the two caravans during the evening. It was agreed that Councillors should keep a record of any points of concern about the site.

Action: The Clerk will report concerns and seek an update from the City Planning Enforcement officers on the position with the site.

- 6) **22/081 Aldcliffe Cycleway Wildlife Opportunities.** The Clerk reported that progress with arranging a meeting had been delayed by other commitments, but that he remained in contact with Natural England (NE) on the proposal.

Action: The Clerk will continue to liaise with NE to arrange a meeting.

22/089 Declarations of Interest

No further declarations were made.

22/090 Planning Applications

1) New planning consultations.

Application No	Description
22/0208/TPO	<p>T1 (Beech) - Large stem to south-west to be reduced by up to 5m. 9 Aldcliffe Hall Drive, Aldcliffe.</p> <p>A response had been submitted prior to the meeting supporting the application, subject to the Tree Officer's assessment.</p>
22/0209/TPO	<p>Proposed works to various trees as per tree work recommendations in Section 5/Appendix 4 of the attached Tree Report. Aldcliffe Hall Lane (sic), Aldcliffe.</p> <p>A response had been submitted prior to the meeting asking the Tree Officer to give due consideration to relevant sections of the Parish NDP. Also, questioning the need for works related to a proposed PRoW diversion (referenced in the supporting Tree Survey), which has yet to be decided.</p>

22/091 Lancaster South Area Action Plan (LSAAP)

Councillors Ward and Walton reported that a liaison meeting had been held on 7th November 2022, introducing the 'thematic papers', which were about to be published.

Parish Councils had been given the opportunity to respond to the papers, with a deadline of 9th January 2023. Councillors Ward and Walton offered to draft responses as a steer for the Parish Council, to be considered at its next meeting on 3rd January 2023.

Action: Councillors Ward and Walton will provide draft responses to the thematic papers as a steer for the Parish Council, to be considered at its next meeting on 3rd January 2023.

Councillor Ward left the meeting at this point

22/092 Proposed Diversion of Public Right of Way, Aldcliffe Hall Drive.

The Chairman and Clerk reported on the responses received to the recent consultation and on a meeting held with David Goode and Adrian Ibison from the County Council's PRoW service.

Following discussion, Councillors agreed that the Clerk should seek further information on some aspects of the proposal and draft the Parish Council's response.

Action: The Clerk will contact the PRow officers to seek further information on some aspects of the proposal; ask for an extension of time in which to respond; and draft the Parish Council's response.

22/093 Budget Review 2022/23 and 2023/24.

The Clerk introduced a provisional budget report covering the current 2022/23 financial year and initial estimates for 2023/24. The 2023/24 Council Tax Base figures (required to set the precept) had not yet been received from Lancaster City Council.

The Clerk outlined available strategies to manage the forecast outturn for 2022/23 and the provisional budget estimates for 2023/24.

Following discussion, Councillors agreed that a further report should be presented to the Council's next meeting on 3rd January 2023 to allow Councillors to set the budget and the precept.

Action: The Clerk will submit a further budget report to the Council's meeting scheduled for 3rd January 2023.

22/094 Lengthsman

Nothing to report.

22/095 Stodday Picnic Site

The Clerk reported on work required to complete the installation of the purchased furniture items, and options for adding a litter bin and a further seat to the project. It was agreed that both items should be included if practicable and affordable.

Action: The Clerk will liaise with Councillor Walton, City Councillor Dant and the City Council on the installation of the furniture and to purchase and install further furniture/facilities at the site.

22/096 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) Broadband Provision (Councillors Hall and Walton)

Nothing further to report.

3) Ancillary (Chairman)

Nothing further to report.

4) Other Matters

Councillor Parrett reported that she (along with a Councillor from Wennington PC) had attended, by invitation, a meeting of Scotforth Parish Council focused on the Neighbourhood Development Planning process. Councillor Parrett reported that the meeting had been useful and that Scotforth PC were considering whether to commence the NDP process.

Public Discussion:

No further matters were raised.

22/097 Payments

Payee & Detail	£
Lancaster Quaker Meeting – hire of meeting room, 6 th December 2022 (not yet received)	23.00
Derek Whiteway – Parish Clerk salary and expenses, November 2022	276.76
HMRC – PAYE deductions, November 2022	69.40

Resolved: That the above accounts be approved for payment.

22/098 Date and venue for next meeting

The next meeting is scheduled for Tuesday, 3rd January 2023 at the Quaker Meeting House, commencing at 7.00pm.

The meeting closed at 9:00pm

Clerk of the Council

Chair

Date: