

ALDCLIFFE WITH STODDAY PARISH COUNCIL



MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Parish Council Meeting to be held at The Quaker Meeting House on
Tuesday, 7th February 2023 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, 17th January 2023 (attached) 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.**
 - a) To consider and comment on planning matters, including new planning applications and an update on decisions (report attached). New applications received since the last meeting are set out below:

Application No	Description
None received	

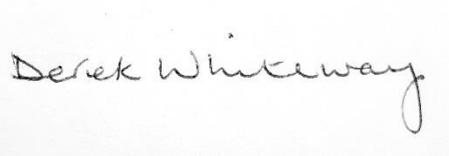
- b) To consider any other planning matters affecting the Parish.
5. **Accession of His Majesty King Charles III.** To consider whether, and how, the Parish Council might wish to mark the accession of King Charles III
6. **Public Right of Way, Aldcliffe Hall Drive.** To receive an update on the PRoW and a proposal for its diversion.
7. **South Lancaster Area Action Plan.** To review progress and consider any issues arising from recent City Council engagement meetings with Parish Councils.
8. **Stodday Picnic Site.** To review progress with a project to refurbish the picnic area. The Clerk and Councillor Walton to report.
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 the last meeting
 - b) Members' updates and reports since the last meeting, including:

Highways	Amenity, incl Lengthsman	Stakeholder, incl United Utilities
Ancillary	Broadband provision	Neighbourhood Development Plan

- 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.



Derek Whiteway

Parish Clerk

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1st February 2023

Minutes of the Meeting held on 17th January 2023 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

22/099 Apologies for Absence

Apologies for absence were received from Councillor Duncan Hall.

22/100 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting, held on 6th December 2022, were approved without further amendment.

Matters arising:

- 2) **22/088(2) Lunecliffe Road / Stodday Lane Flooding.** Councillors Walton and Ward reported that drainage wagons had attended the area recently, but there did not appear to be any improvement in the standard of drainage.
- 3) **22/088(3) Street Cleaning arrangements.** Nothing to report.

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

- 4) **22/088(4) Canalside Car Parking.** Councillors discussed the chronic problems and the lack of positive response from the Canal and River Trust (CRT) and Lancashire County Council. Councillors agreed that the concerns should be reported within the Parish Council's response to the Lancaster South Area Action Plan topic papers consultation.

Action: The Council's concerns will be included within its response to the Lancaster South Area Action Plan topic papers consultation (see minute 22/103).

- 5) **22/088(5) Arna Wood Fields.** Councillors discussed concerns that the alleged habitation of the site might lead to pollution of the adjacent Snuff Mill beck. City Councillor Dant advised of an email conversation he had held with City Council planning enforcement and environmental health officers. Councillors agreed to investigate options for reporting these concerns and/or carrying out independent testing of the water quality.

Action: Options are to be investigated for reporting concerns about water quality in Snuff Mill beck and, if necessary, for carrying out independent testing of the water quality.

The Clerk will report concerns and seek a further update from the City Planning Enforcement officers on the position with the site.

6) **22/088 Aldcliffe Cycleway Wildlife Opportunities.** No further progress.

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

22/101 Declarations of Interest

No further declarations were made.

22/102 Planning Applications

1) **New planning consultations.**

Application No	Description
22/00885/OUT (further consultation following changes to the application)	Outline application for development of up to 70 dwellings with public open space and associated infrastructure and creation of a new access. Land North of Ashford House, Ashton Road, Lancaster. Resolved: A further response is to be submitted reiterating the Council's original views and objection. Councillor Parrett and the Parish Clerk to liaise.

22/103 Lancaster South Area Action Plan (LSAAP)

Councillors discussed the draft responses to the LSAAP Topic Papers consultation provided by Councillors Ward and Walton. It was agreed that the draft responses be submitted by the Clerk, subject to some minor additions (see also minute 22/100(4)) and the inclusion of a comment on concerns over key issues (including scheme viability) not covered by the topic papers.

Councillors expressed thanks to parishioner Mrs Brigid Letheren for providing comments on the paper entitled 'Creating Sustainable Places and Communities',

Action: The Clerk will liaise with Councillors to finalise and submit the Parish Council's response to the topic papers consultation.

22/104 Budget Review 2022/23 and 2023/24 Budget and Precept 2023/24

The Clerk introduced a budget report covering a review of the current 2022/23 financial year and proposed budget and precept for 2023/24. Net receipts of £1,418 were projected for the year ending 31st March 2023, which would raise the General Fund balance to £7,580, i.e. £4,080 above the target balance level of £3,500.

On a 'continuation of services' basis, with no allowance for new projects or changes in service, a net budget requirement for 2023/24 of £6,371 was estimated. The Clerk had recommended that the precept be increased by £200 to £5,800 and that £571 be applied from balances.

Lancaster City Council had advised that the Parish Council's tax base for 2023/24 is 146.82, a slight reduction on the 2022/23 level of 147.29. The proposals would result in an annual precept charge for a Band D property of £39.50, an increase of £1.48 (3.9%) on the 2022/23 charge of £38.02. The Clerk provided Councillors with a range of precept options ranging from no increase (with the full budget deficit being funded from balances) to a 14% increase to cover the full budget requirement.

Councillors asked questions of the Clerk and debated the merits of the various precept options.

It was proposed by Councillor Webster, seconded by Councillor Parrett, that the Clerk's recommendations be accepted. On voting, Councillors Webster, Parrett and Ward voted in favour of the proposal; Councillor Walton voted against.

Resolved: That the Clerk's report is accepted and that:

- a) a target level of general reserve of £3,500 is endorsed.
- b) the draft budget for 2023/24 is approved.
- c) a precept of £5,800 is approved and notified to Lancaster City Council.

22/105 Proposed Diversion of Public Right of Way, Aldcliffe Hall Drive.

No further information had been received regarding progress with the proposed diversion.

Councillors discussed the as yet unconfirmed status of the Aldcliffe Hall Drive Public Right of Way (PRoW) and concerns over the extreme delay since the Order had been made by Lancashire County Council.

Following discussion, Councillors resolved that Lancashire County Council should be asked to provide an update and explain the delay in submitting the PRoW for confirmation.

Resolved: That Lancashire County Council be asked to provide an update and explain the delay in submitting the PRoW for confirmation by the Secretary of State.

22/106 Stodday Picnic Site

Councillor Walton provided details of options to purchase further items of furniture for the site. The Clerk reported on discussions held with Lancaster City Council about installing the remaining furniture and with a volunteer litter-picker who was currently emptying the dustbin located at the site. The volunteer had indicated a willingness to continue with this practice should a larger litter bin be installed at the site.

Following discussion, Councillors agreed to purchase a further seat and a litter bin for the site and that the City Council be asked to provide a quotation for their installation.

Action: The Clerk will liaise with Councillor Walton to place orders for the additional furniture and for the installation of the remaining items.

22/107 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)

Councillor Ward raised the possibility of introducing 'Slow Down – Save Lives' signs at the entrances to the hamlets.

Action: The Clerk will make enquiries with Lancashire County Council about policies and procedures for deploying the signs.

2) Broadband Provision (Councillors Hall and Walton)

Nothing further to report.

3) Ancillary (Chairman)

Nothing further to report.

4) Other Matters

Nothing further to report.

Public Discussion:

No further matters were raised.

22/108 Payments

Payee & Detail	£
Lancaster Quaker Meeting – hire of meeting room, 17th January 2023 (not yet received)	24.00
Tech Hub North West. G-Suite licence 2023	55.15
Derek Whiteway – Parish Clerk salary and expenses, December 2022	421.12
HMRC – PAYE deductions, December 2022	105.20

Resolved: That the above accounts be approved for payment.

22/109 Date and venue for next meeting

The next meeting is scheduled for Tuesday, 7th February 2023 at the Quaker Meeting House, commencing at 7.00pm.

The meeting closed at 9:10pm

Clerk of the Council

Chair

Date:



Agenda Item: 4

Planning Application Comments & Decisions

Update for January – February 2023

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
22/0209/TPO Proposed works to various trees as per tree work recommendations in Section 5/Appendix 4 of the attached Tree Report. Aldcliffe Hall Drive, Aldcliffe, Lancashire.	Response submitted objecting to works to trees in the vicinity of the entrance to Aldcliffe Hall Drive. <i>(Minute 22/090)</i>	Split Decision (i.e. partial approval)

Part B – Undecided Applications
21/01581/FUL Partially retrospective change of use of land to 3 no Gypsy/Traveller pitches comprising 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. <i>Parish Council objected to the development (min 21/098, 01/02/22).</i>
22/00885/OUT (Outside the Parish) Outline application for development of up to 70 dwellings with public open space and associated infrastructure and creation of a new access. Land North of Ashford House, Ashton Road, Lancaster. <i>Parish Council objected to the development.</i>
22/01336/ELDC Existing lawful development certificate for the use of a shipping container as an agricultural building Field Adjacent To 1 Park Meadow Lancaster Lancashire LA1 5LE <i>(Parish Council not consulted on ELDC applications)</i>

ALDCLIFFE WITH STODDAY PARISH COUNCIL



Parish Council Meeting, 7th February 2023

Agenda Item 10 – Payments for Authorisation

Payee & Detail	£
Lancaster Quaker Meeting – hire of meeting room, 7th February 2023 (not yet received)	24.00
Derek Whiteway – Parish Clerk salary and expenses, January 2023	254.33
HMRC – PAYE deductions, January 2023	63.00