

Parish Council Meeting to be held at The Quaker Meeting House on Tuesday, 7th March 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, 7th February 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
23/00176/FUL	Erection of new boundary railings to the front and side. East Lodge, Aldcliffe Road.

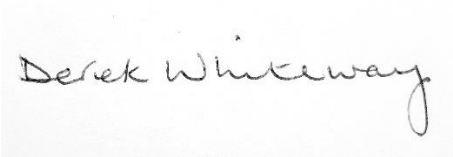
- b) To consider any other planning matters affecting the Parish.
5. **Public Right of Way, Aldcliffe Hall Drive.** To receive an update on the PRow and a proposal for its diversion.
6. **South Lancaster Area Action Plan.** To review progress and consider any issues arising from recent City Council engagement meetings with Parish Councils.
7. **Stodday Picnic Site.** To review progress with a project to refurbish the picnic area. The Clerk and Councillor Walton to report.
8. **Parish Council Election, May 2023.** To consider procedures and council meeting arrangements in the lead up to, and following, the election on 4th May 2023.
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 March 2023



Minutes of the Meeting held on 7th February 2023 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

22/110 Apologies for Absence

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

22/111 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting, held on 17th January 2023, were approved without further amendment.

Matters arising:

- 2) **22/100(2) Lunecliffe Road / Stodday Lane Flooding.** Conditions had been better in recent weeks, though it was acknowledged that there had been little rainfall.
- 3) **22/100(3) Street Cleaning arrangements.** Nothing to report.

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

- 4) **22/100(5) Arna Wood Fields.** Further investigation agreed into the best way to report concerns over the potential pollution of Snuff Mill Beck. Further follow-ups are required regarding planning enforcement on the lower site and progress with the travellers site planning application.

Action: Further investigation will be undertaken into the best way to report concerns over potential pollution of Snuff Mill beck. The Clerk will seek a further update from the City Planning Enforcement officers on the position with this site.

The Clerk will seek an update on progress with the traveller site planning application 21/01581/FUL.

- 5) **22/100(6) Aldcliffe Cycleway Wildlife Opportunities.** No further progress.

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

6) **22/107(1) 'Slow Down – Save Lives' campaign.** The Clerk reported that resources including signs, high-viz jackets and wheelie bin sticker were available from Lancashire County Council. It was agreed that resources should be requested.

Action: The Clerk will request resources from Lancashire County Council.

22/112 Declarations of Interest

No further declarations were made.

22/113 Planning Applications

1) **New planning consultations.**

No new planning consultations had been received.

2) **Planning update.**

The Clerk presented a report updating the status of previous planning applications.

Resolved: The report was noted.

22/114 Public Right of Way, Aldcliffe Hall Drive.

Councillors discussed a recently received response from the County Council's Public Rights of Way team to an enquiry submitted by City Councillor Tim Dant. The response suggested that progress with submitting the PRoW Order for confirmation by the Secretary of State was unlikely in the near future. Councillors agreed that the Parish Council should maintain pressure on the County Council and seek action on this matter.

Resolved: That Lancashire County Council be asked to submit the PRoW Order to the Secretary of State as soon as possible and provide an estimated timetable for submission.

22/115 Lancaster South Area Action Plan (LSAAP)

There had been no further Parish Council liaison meetings since the January meeting of the Parish Council. The City Council was currently reviewing responses to the LSAAP Topic Papers consultation, with publication of the results expected on 21st February.

Councillor Ward reported that Lancashire County Council's Cabinet had just approved significant changes to the proposed M6 Junction 33 reconfiguration and the siting of the Park & Ride facility.

22/116 Accession of His Majesty King Charles III

Councillors discussed options for marking the accession and coronation of His Majesty King Charles III in May 2023. It was felt that the shortage of a suitable public site and limited resources would make it difficult for the Parish Council to organise and stage an event. Councillors agreed that ideas should be collated and parishioners' views sought in a newsletter or email.

Councillors agreed that, subject to funding availability, a further plaque should be included on furniture at Stodday Picnic Site, dedicating the site to the accession as well as the reign of HM Queen Elizabeth II. See minute 22/117.

Action: Ideas for possible events to mark the accession and coronation are to be collated and parishioners' views sought via a newsletter or by email.

Councillor Ward left the meeting at this point

22/117 Stodday Picnic Site

The Clerk reported that a higher-than-expected quote had been received from Lancaster City Council for installing the remaining furniture. Councillors agreed that the quotation was not affordable and that further quotes were required before proceeding.

Action: The Clerk will liaise with Councillor Walton to place seek an acceptable quotation for the installation of the remaining items of furniture.

Subject to funding being available, Councillors agreed that a further plaque should be included on an item of furniture, dedicating it to the accession of HM King Charles III. See minute 22/116.

22/118 Public Discussion and Updates

City and County Councillors' Reports

No further reports were received.

Clerk's Report:

1) Elections

The Clerk provided Councillors with initial information about arrangements for the Parish Council elections on 4th May 2023. Nomination packs will be issued soon, with the period for their submission being 21st March to 4th April 2023 inclusive.

2) Planning Enforcement

Councillors discussed a request from City Councillor Abi Mills for views on planning enforcement to assist with an Overview and Scrutiny informal task group. Councillors expressed concerns over the efficacy of the service as a deterrent, delays in acting and a perceived aversion on the part of the city Council to the risk of planning appeals.

Action: The Clerk will report the Parish Council's views to Councillor Mills.

Members' Updates

3) Highways (Chairman)

Nothing further to report.

4) Amenity (incl Lengthsman)

The Clerk reported that, through discussions with the Clerk for Cockerham and Thurnham with Glasson Parish Councils, he had identified two possible providers for future maintenance services. The Chairman is aiming to consult a local farmer on the same topic.

Action: The Clerk will liaise with the Chairman in seeking to secure a suitable lengthsman service for the parish.

5) Broadband Provision (Councillors Hall and Walton)

Nothing further to report.

6) Ancillary (Chairman)

Nothing further to report.

7) Other Matters

Nothing further to report.

Public Discussion:

No further matters were raised.

22/119 Payments

Payee & Detail	£
Lancaster Quaker Meeting – hire of meeting room, 7th February 2023	24.00
Derek Whiteway – Parish Clerk salary and expenses, January 2023	254.33
HMRC – PAYE deductions, January 2023	63.00
Bank Transfer – from Current Account to Instant Access Account	3,500.00

Resolved: That the above accounts be approved for payment.

22/120 Date and venue for next meeting

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

The meeting closed at 9:00pm

Clerk of the Council

Chair Date:



Agenda Item: 4

Planning Application Comments & Decisions

Update for February – March 2023

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
No new decisions during this period		

Part B – Undecided Applications	
21/01581/FUL (January 2022)	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. Parish Council objected to the development (min 21/098, 01/02/22).
22/00885/OUT (July 2022 - 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. Parish Council objected to the development.
22/01336/ELDC (October 2022)	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 (Parish Council not consulted on ELDC applications)

ALDCLIFFE WITH STODDAY PARISH COUNCIL



Parish Council Meeting, 7th March 2023

Agenda Item 10 – Payments for Authorisation

Payee & Detail	£
Lancaster Quaker Meeting – hire of meeting room, 7th March 2023 (not yet received)	24.00
Tech-Hub Ltd. Website hosting and domain renewal 2023	136.50
Derek Whiteway – Parish Clerk salary and expenses, February 2023	185.96
HMRC – PAYE deductions, January 2023	46.60