

**Parish Council Meeting to be held at St Pauls Parish Hall, Scotforth on Wednesday, 5<sup>th</sup> April 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, 7<sup>th</sup> March 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
23/00283/FUL	<b>Erection of 45 dwellings (C3) with associated infrastructure including landscaping, open space, access, highway and drainage.</b> Land At Grid Reference 347281 459157, Ashton Road, Lancaster. <div style="border: 1px solid black; padding: 5px; text-align: center;"><b>Consultation Deadline – 1<sup>st</sup> April 2023</b></div>

- b) To consider any other planning matters affecting the Parish.
5. **Lancaster South Area Action Plan.** To review progress and consider any issues arising from recent City and County Council communications.
6. **Stodday Picnic Site.** To review progress with a project to refurbish the picnic area. The Clerk and Councillor Walton to report.
7. **Parish Council Election, 4<sup>th</sup> May 2023.** To consider any updates regarding arrangements for the election on 4<sup>th</sup> May 2023.
8. **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:

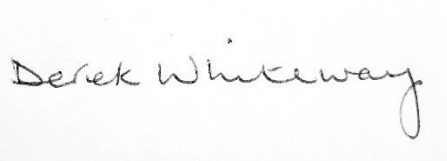
Highways	Amenity, incl Lengthsman	Stakeholder, incl United Utilities
Ancillary	Broadband provision	Neighbourhood Development Plan

c) Report of District and County Councillors

d) Public discussion

**9. Payments.** To authorise payment of accounts. Report to come.

**10. Date of Next Meeting.** To confirm the date and time of next meeting.



**Derek Whiteway**

**Parish Clerk**

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**30<sup>th</sup> March 2023**

## Minutes of the Meeting held on 7<sup>th</sup> March 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  
  
One member of the public attended the meeting.

### 22/121 Apologies for Absence

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

### 22/122 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting, held on 7<sup>th</sup> February 2023, were approved without further amendment.

#### Matters arising:

- 2) **22/111(3) Street Cleaning arrangements.** The Chairman reported that the City Council Street Cleaner had visited Aldcliffe on 1<sup>st</sup> March. Councillor Ward advised that no visit had yet been made to Stodday.

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

- 3) **22/111(4) Arna Wood Fields.** Councillors agreed that further information should be sought on the feasibility and cost of sampling and testing water from Snuff Mill beck. It was agreed that further information was also needed on the City Council's progress with a planning enforcement notice on the site.

**Action:** Councillors Walton and Ward will look further into the feasibility and cost of water sampling from Snuff Mill Beck. The Clerk will seek a further update from the City Planning Enforcement officers on progress with the enforcement notice.

The Chairman also reported that the site's hedges remained untrimmed and encroaching onto the highway.

**Action:** The Clerk will report the untrimmed condition of the site's highway-bordering hedges to Lancashire County Council.

- 4) **22/111(5) Aldcliffe Cycleway Wildlife Opportunities.** The Clerk reported that he had received positive responses from several parties about holding a meeting with Natural England. Other interested parties remained to be contacted.

**Action:** The Clerk will continue to liaise with NE and other parties to arrange a meeting.

5) **22/111(6) 'Slow Down – Save Lives' campaign.** The Clerk reported that he had now requested resources including signs, high-viz jackets and wheelie bin sticker from the Lancashire Road Safety Partnership.

6) **22/116 Accession of His Majesty King Charles III.** The Clerk reported that a plaque commemorating the coronation had been included in the order for a seat to be installed on the Stodday Picnic Site. Councillors agreed that parishioners' views on marking the coronation should be sought via an email, one suggestion being to encourage voluntary work around the parish, e.g. litter picking, on bank holiday Monday of the coronation weekend.

**Action:** The Clerk will seek parishioners' views on possible events or activities to mark the accession and coronation.

### 22/123 Declarations of Interest

No further declarations were made.

### 22/124 Planning Applications

#### 1) New planning consultations.

Application No	Description
23/00176/FUL	<p><b>Erection of new boundary railings to the front and side.</b> East Lodge, Aldcliffe Road.</p> <p>Councillors asked questions of the applicant, who was in attendance.</p> <p><b>Resolved:</b> Following discussion, Councillors resolved to submit a response raising no objections to the application.</p>

#### 2) Planning update.

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

The parishioner present at the meeting enquired whether the Parish Council had any information on the planning application submitted for an 'existing lawful development certificate' (22/01336/ELDC) for a container on land adjacent to Aldcliffe Hall Drive. The Clerk advised that, as set out in his report, the application, submitted in October 2022, remained undecided.

**Resolved:** The report was noted. The Clerk will monitor progress with application 22/01336/ELDC

### **22/125 Public Right of Way, Aldcliffe Hall Drive.**

The Clerk provided Councillors with a verbal update on the County Council's Definitive Map Modification Order (DMMO) from 2018; the recently proposed diversion of part of the PRoW; and the recent application to carry out work on trees covered by a Tree Preservation Order (ref 22/0209/TPO).

Following a recent enquiry by the Clerk, the County Council's PRoW manager had responded to say that the DMMO would be submitted as soon as practicable, but that he was not aware of any reasons why this path should be given priority over others which are unusable until the definitive map modification orders are resolved. He could therefore not give an indication of the likely timescale.

The PRoW manager had separately advised that the proposed diversion was not currently being pursued.

Planning application 22/0209/TPO had been approved in part, with the proposed removal of nine trees at the north-western corner of the site having been refused.

The owner of East Lodge, present at the meeting, provided further information on these matters and on progress with work on the Lodge renovation and extension.

Following consideration of these matters, discussions moved into areas unconnected with the agenda item. During these discussions, Councillors resolved that Councillor Walton should temporarily take the Chair.

### **22/126 Lancaster South Area Action Plan (LSAAP)**

Councillor Webster resumed as Chairman.

Councillor Ward reported that Lancaster City Council had now published their report (available on their website) following completion of the Parish Council liaison meetings. The City Council's target was still to complete the Area Action plan by the end of 2024.

Councillor Ward also reported that Lancashire County Council was currently consulting the public on its recent changes to the 'Transforming Lancaster Travel' (TLT) proposed M6 Junction 33 reconfiguration and link road and the siting of the Park & Ride facility. It was agreed that Councillors Ward and Walton would consider whether to submit a response to this consultation on behalf of the Parish Council

**Action:** Councillors Ward and Walton will liaise over whether to submit a response on behalf of the Parish Council to the County Council's consultation on proposed changes to the TLT plans.

## 22/127 Stodday Picnic Site

The Clerk and Councillor Walton reported that an order had now been issued for the remaining seat, with commemorative plaque, and litter bin and an acceptable quotation had been received for the installation works. The latest project budget indicated a balance of £200-£300 to be funded by the Parish Council.

Councillors agreed that, following installation of the furniture, consideration should be given to undertaking further landscaping work to improve the overall appearance of the site.

## 22/128 Parish Council Election, May 2023.

The Clerk provided a brief outline of arrangements leading up to the Parish Council Elections on 4th May 2023. All five Parish Councillor places are up for election. The City Council's notice of election is due to be published on Monday, 20<sup>th</sup> March. Nominations will open on 21st March and must be submitted by 4th April.

**Action:** The Clerk will arrange for the notice of election and arrangements for nominations to be publicised to parishioners.

## 22/129 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 reported that several potholes on Lunecliffe Road had recently been outlined, suggesting that they are designated for repair.

Councillor Parrett enquired about the missing road markings at the Lunecliffe Road/Stodday Lane junction. The Clerk agreed to follow this up with Lancashire County Council Highways.

**Action:** The Clerk will follow up with Highways on the request for road markings to be reinstated at the junction of Lunecliffe Road and Stodday Lane.

#### 2) Amenity (incl Lengthsman)

The Chairman reported that he had held discussions with a local farmer about lengthsman duties, but that this was unlikely to result in the provision of a full and regular service. Councillors agreed that alternative providers should be considered, including two local grounds maintenance contractors suggested by the parishioner attending the meeting.

**Action:** The Chairman and Clerk will continue to investigate potential providers of the lengthsman service.

**3) Broadband Provision (Councillors Hall and Walton)**

Nothing further to report.

**4) Ancillary (Chairman)**

Nothing further to report.

**5) Other Matters**

**Future Parish Council Meetings.** Referring to the date of the forthcoming election, (Thursday, 4<sup>th</sup> May 2023), the Clerk suggested that the Annual Meeting of the Parish Council be postponed from Tuesday, 2<sup>nd</sup> May until after the election. Following discussion, Councillors agreed that Wednesday would be the most convenient day for all future meetings and that the May meeting be scheduled for Wednesday, 10<sup>th</sup> May if possible.

**Action:** The Clerk will make arrangements for future Parish Council meetings to be held on Wednesday evenings and for the Annual Meeting to be held on Wednesday, 10<sup>th</sup> May 2023.

**Public Discussion:**

No further matters were raised.

**22/130 Payments**

<b>Payee &amp; Detail</b>	<b>£</b>
Lancaster Quaker Meeting – hire of meeting room, 7th March 2023	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, February 2023	46.60

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

**22/131 Date and venue for next meeting**

Subject to any revised arrangements a result of minute 22/129(5), the next meeting is provisionally scheduled for Tuesday, 4<sup>th</sup> April 2023 at the Quaker Meeting House, commencing at 7.00pm.

The meeting closed at 8:45pm

Clerk of the Council

Chair

Date:



## Agenda Item: 4

### Planning Application Comments & Decisions

#### Update for March – April 2023

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

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



# ALDCLIFFE WITH STODDAY PARISH COUNCIL



**Parish Council Meeting, 5<sup>th</sup> April 2023**

## **Agenda Item 10 – Payments for Authorisation**

<b>Payee &amp; Detail</b>	<b>£</b>
Glasdon UK Ltd – Picnic Site Bench and Litter Bin	1457.13
Sr Paul's Parish Hall – Room Hire 5 <sup>th</sup> April 2023	25.20
Derek Whiteway – Parish Clerk salary and expenses, March 2023	146.80
HMRC – PAYE deductions, March 2023	36.80