

ALDCLIFFE WITH STODDAY PARISH COUNCIL



MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

Parish Council Meeting to be held at St Paul's Parish Hall, Scotforth on Wednesday, 6th December 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 Parish Council Meeting held on Wednesday, 4th October 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
23/01271/FUL	Erection of an agricultural building for the housing of livestock and storage. Arna Wood Farm West, Arna Wood Lane, Aldcliffe. Consultation deadline – Extended to 11th December 2023
23/01232/FUL	Demolition of existing outbuildings and external courtyard walls and erection of a two storey rear extension. Wilson House, Ashton Road, Lancaster. Consultation deadline – Extended to 11th December 2023
23/01270/FUL	Demolition of existing sun room, erection of a single storey side/rear extension and installation of solar panels to the rear roof slope. Inglewood, Aldcliffe Road, Lancaster. Consultation deadline – 13th December 2023
23/01219/VCN	Erection of 6 dwellings with associated access and landscaping (pursuant to the variation of condition 7 on planning permission 23/00894/VCN to retain the screen fencing to 13 Aldcliffe Hall Drive on a permanent basis). Land North Of Inglenook Aldcliffe Road Lancaster Consultation deadline – Extended to 11th December 2023

Application No	Description
23/01304/VCN	Erection of 6 dwellings with associated access and landscaping (pursuant to the variation of condition 7 on planning permission 23/00894/VCN to retain the screen fencing to 9 Aldcliffe Hall Drive on a permanent basis). Land North Of Inglenook, Aldcliffe Road, Lancaster. Consultation deadline – 12th December 2023

b) To consider any other planning matters affecting the Parish.

5. **Lune Estuary Management Considerations.** To receive feedback from the stakeholder meeting with Natural England on 29th November 2023 and consider next steps.

6. **Parish Council Budget 2024/25.** To advise Councillors of the timetable and proposed arrangements for setting the budget and precept for 2024/25. Parish Clerk to report,

7. **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	Neighbourhood Development Plan

c) Report of District and County Councillors

d) Public discussion

8. **Payments.** To authorise payment of accounts. Report attached.

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

Derek Whiteway
Parish Clerk
Tel: 01524 64908
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30th November 2023



Minutes of the Meeting of the Parish Council held on 4th October 2023 at 7.00pm at St Paul's Parish Hall, Scotforth

Present: Councillor Kevan Walton (Chairman)
Councillors Tim Dant, Denise Parrett and Heather Ward (pt)
City Councillor Tim Hamilton-Cox
Derek Whiteway, Parish Clerk

23/060 Apologies for Absence

Apologies for absence were received from Councillor Nick Webster, City Councillor Abi Mills and County Councillor Gina Dowding.

23/061 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting held on 6th September 2023, were approved without further amendment. Councillors agreed that, as well as including the text of Mr Million's address to the meeting, the published minutes should include the Parish Council's letter of reply.

Matters arising:

- 2) **23/049(2) Aldcliffe Cycleway Wildlife Opportunities.** No further update to report.

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

- 3) **23/049(4) Signage on Arna Wood Lane.** No progress to report.

Action: The Clerk is taking forward the enquiry made by a resident.

- 4) **23/053 Review of Non-Designated Heritage Assets.** Councillor Parrett advised that initial discussions had been held with the owners of the old Police Station. It was agreed that the Clerk should write to the occupiers of Lunecliffe Lodge.

Action: The Clerk will write to the owners/occupiers of Lunecliffe Lodge regarding the property being included in the NDHA list.

Councillor Ward joined the meeting at this point.

- 5) **23/056 Oaklands and Craiglands Court Pedestrian Gates.** As resolved, the Chairman was arranging for a local contractor to paint the gates. The Chairman had also reported an issue with a loose pintle on one of the gateposts, which needed repairing. Following discussion, Councillors agreed that enquiries should be made with Lancashire County Council and estate residents regarding ownership and responsibility for the gatepost before deciding how to proceed.

Action: The Clerk and Councillor Dant will liaise in investigating ownership and responsibility for the gatepost and gate.

- 6) **23/057(5) Public Footpaths.** The Smugglers Lane hedgerows had recently been trimmed by Lancashire County Council. Councillors agreed that the County Council should be requested to include Snuff Mill Lane footpath in its hedgerow maintenance schedule.

Action: The Clerk will submit a request to Lancashire County Council that the Snuff Mill Lane hedgerows be included in its maintenance schedules.

23/062 Declarations of Interest

No further declarations or changes to existing declarations were made.

23/063 Planning Applications

- 1) **23/01140/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 Aldcliffe23/00894/VCN

The consultation invitation for this application had been received two hours before the meeting.

On initial inspection, Councillors felt that, apart from some changes to the layout and landscaping, the plans were substantively the same as in the previous application 21/01582/FUL which had been refused by Lancaster City Council on 24th August 2023.

Following consideration, Councillors resolved unanimously to respond objecting to the application on the same grounds as for application 21/01581/FUL.

Resolved: That a response letter be submitted objecting to the application. Councillor Walton and the Clerk to liaise in drafting the response.

Update on Previous Planning Applications

The Clerk reported the following planning decisions made by Lancaster City Council:

- a) **23/00901/FUL** Erection of an agricultural building for the housing of livestock and storage. **The application had been withdrawn.**

23/064 Insurance Policy 2023/24

The Clerk outlined the terms and cost of the insurance policy renewal proposal from Zurich Municipal, due on 16th November 2023. Following discussion, Councillors resolved unanimously that the proposal be accepted.

Resolved: That the 2023/24 insurance policy renewal proposal from Zurich Municipal be accepted.

23/065 Public Discussion and Updates

City and County Councillors' Reports

- 1) **Long Mile Lane.** City Councillor Hamilton-Cox asked about works undertaken in recent years on Long Mile Lane and advised that Lancashire County Council had claimed to have spent a significant amount of money on the lane. Councillors were unaware of any significant works having been undertaken and, following discussion, agreed that further details should be requested from the County Council.

Action: The County Council will be asked to provide details of works undertaken and spend incurred on Long Mile Lane.

Clerk's Report:

- 2) **City Council Review of Polling Districts and Polling Places.** Councillors discussed the suitability of the Parish's current polling station at Lancaster Methodist Church. Councillors agreed that all Councillors' personal views should be canvassed before responding to the review. The deadline for responses is 27th October 2023.

Action: The Clerk will canvass Councillors views prior to responding to the review.

Members' Updates

3) Highways (Chairman)

Councillors raised the issue of fly-parking along Aldcliffe Road with City Councillor Hamilton-Cox in the context of reported plans to close several city centre car parks. Councillor Hamilton-Cox asked that the Parish Council's concerns and any proposed solutions be submitted to him in writing.

Action: Councillor Dant will draft a letter to City Councillor Hamilton-Cox setting out the Parish Council's concerns over 'fly-parking' on Aldcliffe Road.

4) Amenity, including the Lengthsman (Chairman)

Nothing to report.

5) Stakeholder Liaison.

Councillors discussed ongoing matters relating to the Stodday Wastewater Treatment Works (WwTW), including recent national and local reports regarding sewage discharge statistics. Councillors agreed that a formal request to United Utilities was required regarding sewage discharge figures.

City Councillor Hamilton-Cox advised that Lancaster City Council also wished to question United Utilities over sewage discharge rates and asked that the Parish Council write to request that the City's Overview and Scrutiny Committee investigate the issue. Councillors unanimously agreed that this be done.

Resolved: That the Clerk should write to the Chair of Lancaster City Council's Overview and Scrutiny Committee asking for an investigation into sewage discharge into the district's rivers.

Action: That United Utilities be requested to provide statistics on sewage discharges from the Stodday WwTW.

6) Broadband.

Nothing further to report.

7) Other Matters

None raised.

Public Discussion:

No further matters were raised.

23/066 Payments

Payee & Detail	£
St Paul's Parish Hall – Room Hire 4th October 2023 (note 1)	25.20
Derek Whiteway – Parish Clerk salary and expenses, Sept 2023	139.78
HMRC – PAYE deductions, Sept 2023	34.80
Zurich Municipal – Insurance Premium 2023/24 (see minute 23/064)	241.00
ICO – Data Protection Registration (by Direct Debit due 02/11/23)	35.00

Note 1. Invoices from St Paul's Parish Hall are now received at the end of each calendar month and payments are processed separately.

Resolved: That the above accounts be approved for payment.

23/067 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 1st November 2023 at St Paul's Parish Hall, Scotforth, commencing at 7.00pm.

The meeting closed at 8:35pm

Clerk of the Council

Chair

Date:



Agenda Item: 4

Planning Application Comments & Decisions

Update for October – December 2023

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
Part A – Applications decided since the last update		
<p>23/00894/VCN Erection of 6 dwellings with associated access and landscaping (pursuant to the variation of condition 7 on planning permission 16/01564/VCN to retain the screen fencing to the rear of 9-13 Aldcliffe Hall Drive for a further period). Land North of Inglenook, Aldcliffe Road.</p>	<p>The Parish Council submitted a response objecting to the application and asking that a shorter period (3 years as opposed to 5) be allowed for the required hedgerow to be developed (min 23/050(1)).</p>	<p>Application Permitted (For a 3 year extension)</p>
<p>23/00901/FUL Erection of an agricultural building for the housing of livestock and storage. Arna Wood Farm West, Arna Wood Lane, Aldcliffe.</p>	<p>That a response letter be submitted, not objecting to the application, but expressing concerns over landscape impact and the character of the land, and seeking clarification/assurance that the development is for the benefit of the relatively small agricultural holding only (min 23/050(2)).</p>	<p>Application Withdrawn</p>

Part B – Undecided Applications
<p>23/00283/FUL (March 2023 – Outside the Parish) Erection of 45 dwellings (C3) with associated infrastructure including landscaping, open space, access, highway and drainage. Land At Grid Reference 347281 459157, Ashton Road, Lancaster. Parish Council resolved that a consultation response be submitted asking that the City Council refuses the application (min 23/004)</p>
<p>23/00687/FUL Temporary change of use of agricultural land and construction of an area of hardstanding to allow for compound parking in association with proposed development at land off Ashton Road. Land at Grid Reference 347281 459157, Ashton Road, Lancaster. Parish Council resolved that a response letter be submitted objecting to and seeking refusal of the planning application (min 23/043).</p>

Part B – Undecided Applications

23/01140/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. **Parish Council resolved: That a response letter be submitted objecting to the application on the same grounds as for application 21/01581/FUL (min 23/063(1)).**

ALDCLIFFE WITH STODDAY PARISH COUNCIL



Parish Council Meeting, 6th December 2023

Agenda Item 8 – Payments for Authorisation

A. Payments approved by email and paid in November 2023. For noting.

Payee & Detail	£
Lancaster City Council. Election expenses, May 2023	120.00
Derek Whiteway – Parish Clerk salary and expenses, October 2023	169.59
HMRC – PAYE deductions, October 2023	42.40

B. Payments for approval, 6th December 2023

Payee & Detail	£
Scotforth Parish Hall. Hire of Meeting Room for Lune Estuary meeting, 29/11/23	32.20
Scotforth Parish Hall. Hire of Meeting Room for Parish Council meeting, 6th December 2023 (see note 1)	25.20
Derek Whiteway – Parish Clerk salary and expenses, October 2023	269.35
HMRC – PAYE deductions, October 2023	67.40

Note 1. St Paul's Parish Hall Invoices for PC meetings are now due to be received and paid at the end of each calendar month.