

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 March 2024, 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, 7th February 2024 (attached) and receive updates on any matters arising.
3. **Declarations of Interest.** To receive any changes to Declarations of Interest of Parish Councillors
4. **Public Discussion.** To adjourn the meeting for a period of public discussion
Note: Any matters needing a 'decision' will normally be considered as an agenda item at a future meeting.
5. **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
24/00218/FUL	Demolition of existing conservatory, erection of a single storey rear extension and first floor extension over garage. 10 Craiglunds Court, Aldcliffe. Deadline for comments: 16 th March 2024

- b) To consider any other planning matters affecting the Parish.
6. **Lancaster City Council Review of the Local Plan.** To receive feedback on the Parish Council Forum meeting on Wednesday, 28th February and the Neighbourhood Plan Forum on Tuesday, 5th March 2024.
7. **Offer of a Donation of Land.** To consider an offer made by residents to donate and dedicate an area of land to the Parish Council.
8. **Clerk and Councillor Updates.** To receive 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

9. Payments. To authorise payment of accounts. Report attached.

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

Derek Whiteway
Parish Clerk
29th February 2024

Tel: 01524 64908
Email: clerk@aldcliffewithstoddaypc.org



Minutes of the Meeting of the Parish Council held on 7th February 2024 at 7.00pm at St Paul's Parish Hall, Scotforth

Present: Councillor Nick Webster (Chairman)
Councillors Tim Dant, Denise Parrett and Kevan Walton.
City Councillor Tim Hamilton-Cox
Derek Whiteway, Parish Clerk

23/086 Apologies for Absence

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

23/087 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting held on 10th January 2024 were approved without further amendment.

Matters arising:

- 2) **23/078(3) Review of Non-Designated Heritage Assets.** The Clerk reported that the City Council's online NDHA map included some properties not identified in the Parish NDP. Councillors agreed that affected residents should be contacted and the discrepancy raised with the City Council.

Action: The Clerk will write to the owners/occupiers of the properties identified and will write to the City Council Planning Team about the discrepancy.

- 3) **23/078(4) Oaklands and Craiglands Court Pedestrian Gates.** No progress to report. The Chairman suggested that Rose and Thistle be approached regarding a range of forthcoming maintenance jobs required in the Parish.

Action: The Chairman and Clerk will liaise in consulting Rose and Thistle about the parish's forthcoming maintenance needs.

- 4) **23/069(6) United Utilities Sewage Discharge Statistics.** Councillors discussed with City Councillor Hamilton-Cox a range of issues, including concerns over future WwTW capacity and its impact on planning considerations.

Action: The Clerk and Chairman will liaise in writing to the Chair of Lancaster City Council's Overview and Scrutiny Committee to ask for an investigation into sewage discharge into the district's rivers.

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

Action: Councillors will engage with the forthcoming Local Plan Review process to raise concerns over future WwTW capacity in the parish and surrounding area.

- 5) **23/078(7) Stodday Lane and Lunecliffe Road hedgerows.** The Clerk reported the latest response received from County Highways, which stated that no further action was proposed. Councillors agreed that a further email should be sent reiterating concerns over safety and seeking clarification on whether/what enforcement action had been taken by the County Council.

Action: The Clerk will send a further email to County Highways.

- 6) **23/083(1) Fallen Road Sign on Aldcliffe Lane.**

Action: The Chairman and Clerk are liaising to report the fallen highways sign to the County Council.

23/088 Declarations of Interest

No further declarations or changes to existing declarations were made.

23/089 Public discussion. None

23/090 City Councillor's Report.

City Councillor Hamilton-Cox provided an update on ongoing planning applications within and in proximity to the parish. Councillors also discussed with Councillor Hamilton-Cox the ongoing canal side fly-parking problems along Aldcliffe Road. Councillors agreed to share information and work together with Councillor Hamilton-Cox in an attempt to make progress on this issue.

City Councillor Hamilton-Cox left the meeting at this point

23/091 Planning Applications

1) Planning Consultations

Application No	Description
23/00049/REF (Appeal)	Appeal against refusal of application 22/00885/OUT. Up to 70 dwellings, Land North of Ashford House, Ashton Rd, Lancaster. Resolved: That a further response be submitted to the Planning Inspector restating and updating the Parish Council's grounds for objecting to the development.

2) Update on Previous Planning Applications

The Clerk's report on recent planning decisions made by Lancaster City Council was accepted.

23/092 Review of Council Standing Orders and Financial Regulations

The Clerk had circulated a report prior to the meeting that recommended a) no changes to the adopted Financial Regulations and b) a revision of those paragraphs in the Standing Orders relating to public participation at meetings.

Following discussion, Councillors resolved that a) existing Financial Regulations be reaffirmed; and b) existing Standing Orders be reaffirmed, subject to minor wording changes to paragraph 3(e) to clarify arrangements for a public participation item in normal meetings.

Resolved:

- a) The Council's current Financial Regulations be reaffirmed.
- b) The Council's current Standing Orders be reaffirmed subject to minor wording changes to paragraph 3(e) to clarify arrangements for a public participation item in normal meetings.

23/093 Parish Council Website and Email Addresses

The Clerk had circulated a report prior to the meeting advising Councillors of changes to 'proper practices' regarding Parish Council website domains and email addresses. The Clerk's opinion was that the Parish Council's arrangements meet current requirements, but he advised that further developments might be forthcoming.

Following discussion, Councillors agreed that no immediate action be taken.

Resolved: That no immediate action be taken regarding changes in 'proper practices'.

23/094 Clerk and Councillor Updates

City Councillor's Report:

See Minute 23/090

Clerk's Report:

Nothing further to report

Members' Updates

- 1) **Highways (Chairman)**
Nothing to report.
- 2) **Amenity, including the Lengthsman (Chairman)**
Nothing to report.
- 3) **Stakeholder Liaison.**
Nothing further to report.
- 4) **Broadband.**
Nothing further to report.
- 5) **Other Matters**
None

23/095 Payments

Payee & Detail	
Scotforth Parish Hall. Hire of Meeting Room for Parish Council meeting, 7 th February 2024 (see note 1)	25.20
Derek Whiteway – Parish Clerk salary and expenses, January 2024	210.45
HMRC – PAYE deductions, January 2024	52.80

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.

23/096 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 6th March 2024 at St Paul’s Parish Hall, Scotforth, commencing at 7.00pm.

The meeting closed at 9:00pm

Clerk of the Council

Chair

Date:



Agenda Item: 5

Planning Application Comments & Decisions

Update for February – March 2024

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

Part B – Undecided Applications		
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)
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).
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)).
23/00049/REF (Appeal)	Appeal against refusal of application 22/00885/OUT. Up to 70 dwellings, Land North of Ashford House, Ashton Rd, Lancaster.	Parish Council resolved: That a further response be submitted to the Planning Inspector restating and updating the Parish Council's grounds for objecting to the development. (Min 23/091)

ALDCLIFFE WITH STODDAY PARISH COUNCIL



Parish Council Meeting, 6th March 2024

Agenda Item 9 – Payments for Authorisation

Payee & Detail	£
Scotforth Parish Hall. Hire of Meeting Room for Parish Council meeting, 6 th March 2024 (see note 1)	25.20
Derek Whiteway – Parish Clerk salary and expenses, February 2024	172.80
HMRC – PAYE deductions, February 2024	43.20

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.