

## Minutes of the Meeting of the Parish Council held on 8<sup>th</sup> January 2025 at 7.00pm at St Paul's Parish Hall, Scotforth

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

### **24/080 Apologies for Absence**

Apologies for absence were received from City Councillor Abi Mills and County Councillors Gina Dowding.

### **24/081 Minutes of the previous meeting**

The minutes of the Parish Council Meeting held on 4<sup>th</sup> December 2024 were approved without further amendment.

### **24/082 Declarations of Interest**

No changes or new declarations were made.

### **24/083 Public discussion.**

None

### **24/084 Planning Applications**

#### **1) Planning Consultations**

#### **2) Update on Previous Planning Applications**

Nothing to report'

#### **3) Other Planning Matters**

No matters arising.

### **24/085 2025/26 Budget and Precept.**

The Clerk introduced a report setting out budget review for the current financial year, 2024/25, a draft budget for 2025/26 and provisional planned contributions to the Council's earmarked reserves.

Councillors asked questions of the Clerk and discussed the options presented regarding the draft budget, proposed precept and the earmarked reserves. Councillors recognised that efficient and effective use of the Lengthsman budget

remained an issue. The Chairman reported that he was planning to meet for a tour of the parish with a local contractor to discuss options for 2025/26. It was agreed that a Stodday Councillor should be included in the arrangements.

**Action:** The Chairman and a Stodday Councillor will arrange to meet with a local contractor to consider maintenance options for 2025/26.

A slight year-on-year reduction in the Parish Council's tax base was noted and Councillors asked that the Clerk request a breakdown of the figures and schedule of properties by Council Tax banding.

**Action:** The Clerk will request a breakdown of the Parish's tax base and schedule of properties by Council Tax banding.

Following discussion, Councillors approved unanimously:

- a) That a target level of general reserve of £4,000 is endorsed.
- b) That the draft budget, and proposals for earmarked reserves for 2025/26 are approved as presented; and
- c) That proposed precept of £6,050 is approved and notified to Lancaster City Council.

## **24/086 Clerk and Councillor Updates**

### **City and County Councillor's Report:**

City Councillor Hamilton-Cox reported that County Councillor Dowding had obtained a commitment that the speed bumps on Ashford Road would be refurbished by the end of January 2025.

Councillors discussed initial thoughts and implications regarding the Government's recently published 'English Devolution White Paper'. Councillor Hamilton-Cox advised that Lancaster City Council would be considering a motion on the White Paper at its next Full Council meeting on 22<sup>nd</sup> January 2025.

Councillor Hamilton-Cox also reported that there would be no substantial changes in the City Council's budget for 2025/26 but that significant changes in the levels of Council Tax and Business Rate income from 2026/27 will have a major impact.

### **Clerk's Report:**

- 1) The Clerk presented a 'Decisions and Issues Tracker' report which had been previously circulated to Councillors.

Councillors discussed and agreed the following:

| Ref | Decision / Issue                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Action                                                                                                                                                                |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | <b>Street cleaning arrangements, Aldcliffe and Stodday.</b> Aldcliffe streets had been visited recently. Stodday still not cleaned - is needed.                                                                                                                                                                                                                                                                                                                    | The Clerk will liaise with Councillor Ward and request a street cleaning visit to Stodday.                                                                            |
| 6   | <b>Stodday Hedgerows.</b> No further action since the last meeting. Concerns over the impact of new growth from March unless hedges are trimmed.                                                                                                                                                                                                                                                                                                                   | Continue to seek a remedy via the County Council through consultation with County Councillor Dowding.                                                                 |
| 11  | <b>Road surface and flooding issues on Lunecliffe Road.</b> Road closure re drainage assessment works in w/c 06/01/25. This has been publicised via the PC website and email. PC has liaised with UU re large tanker issues.                                                                                                                                                                                                                                       | Monitor progress and any traffic issues arising.                                                                                                                      |
| 15  | <b>Broadband Provision:</b> B4RN are installing a fibre network on New Quay Road, mainly aimed at businesses. There may be an opportunity to request a link to the parish running the line of the cycletrack.                                                                                                                                                                                                                                                      | PC will leaflet residents to gauge interest in a possible scheme. B4RN to be invited to attend a meeting with the PC, open to residents and other interested parties. |
| 20  | <b>PRoW maintenance – Snuff Mill Lane restricted byway.</b> The lane has been flooded again recently (and freezing), primarily from surface water spilling over from the adjacent fields. The beck is not draining the surface water.<br><br>Attempts to arrange a meeting with the County Council's PRoW Projects Officer had so far been unsuccessful.<br><br>Councillors agreed that the PC should consider taking unilateral action to alleviate the problems. | The PC will ask a local contractor to investigate the issues and provide a quote for any work required.                                                               |
|     | <b>Resolved:</b> Councillors resolved to delegate authority to the Clerk, in consultation with the Chairman to accept a reasonable quotation for any work required.                                                                                                                                                                                                                                                                                                |                                                                                                                                                                       |

| Ref | Decision / Issue                                                                                                          | Action                                                                                                              |
|-----|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| 23  | <b>Abandoned Caravan - Aldcliffe Marsh parking area.</b> The caravan had been removed recently by Lancaster City Council. |                                                                                                                     |
| 24  | <b>Missing grit bin on Aldcliffe Hall Lane.</b> No action taken by Lancashire County Council.                             | Clerk and County Councillor Dowding to follow up with County Highways.                                              |
| 26  | <b>Misuse of Highways Grit Bins.</b> Reports had been received of Highways grit bins being used for private purposes.     | A message is to be posted on the PC website advising that grit bins are to be used solely for treating the highway. |
| 27  | <b>Oaklands Court entrance gate. The gate has dropped again.</b>                                                          | The matter will be reported to Lancashire County Council                                                            |
| 28  | <b>Oaklands Court Cattle Grid.</b> The grid has been filling with water and not draining.                                 | The matter will be reported to Lancashire County Council                                                            |

## Members' Updates

### 2) Highways (Chairman)

Nothing further to report.

### 3) Amenity, including the Lengthsman (Chairman)

Nothing further to report.

### 4) Stakeholder Liaison.

Nothing further to report.

### 5) Broadband.

Nothing further to report.

### 6) NDP.

Nothing further to report.

### 7) Other Matters

Councillor Ward made a suggestion that alternative meeting arrangements be considered. Councillors agreed that options should be investigated and considered at a future meeting.

## 24/087 Payments

| Payee & Detail                                                           | £      |
|--------------------------------------------------------------------------|--------|
| St Paul's Parish Hall – Meeting on 8 <sup>th</sup> January 2025 (Note 1) | 25.20  |
| Derek Whiteway – Parish Clerk salary and expenses, December 2024         | 160.84 |
| HMRC – PAYE deductions, December 2024                                    | 40.20  |

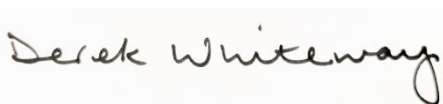
Note 1. St Paul's Parish Hall Invoices for PC meetings are approved in advance and paid at the end of each calendar month.

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

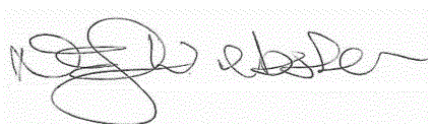
## 24/088 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 5<sup>th</sup> February 2025 at St Paul's Parish Hall, Scotforth, commencing at 7.00pm.

The meeting closed at 8:50pm.



Clerk of the Council



Chair

Date: 5<sup>th</sup> February 2025