

Minutes of the Meeting of the Parish Council held on 2nd April 2025 at 7.00pm at St Paul's Parish Hall, Scotforth

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

25/001 Apologies for Absence

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

25/002 Minutes of the previous meeting

The minutes of the Parish Council Meeting held on 5th March 2025 were approved without further amendment.

25/003 Declarations of Interest

No changes or new declarations were made.

25/004 Public discussion.

None.

25/005 Planning Applications

1) Planning Consultations

Application No	Description
25/00034/DIS	Discharge of conditions 3,4,5 and 7 on approved application 23/01140/FUL. Field 3225, Arna Wood Lane, Aldcliffe. The Clerk advised that the Parish Council was not a statutory consultee for this Discharge of Conditions application. Councillors discussed the application. Resolved: That concerns regarding the current level of external lighting at the application site be reported to the City Council and that Planning Officers are requested to consider the situation.

2) Update on Previous Planning Applications

The Clerk introduced an update on the previous applications. No new decisions had been made since the previous Council meeting

3) Other Planning Matters

In connection **Conservation Areas / Public Green Spaces**

with Lancaster City Council's ongoing review of the Local Plan, Councillors discussed issues and opportunities surrounding the designation of Conservation Areas and Public Green Spaces. Councillors particularly focused on the potential for proposing fields bordering Lancaster Canal as green spaces.

It was agreed that Stodday Councillors should hold informal discussions with residents regarding Conservation Area status and that proposals for Green Space designation be brought forward for consideration by Lancaster City Council.

25/006 Lancaster University Wind Turbine Community Benefit Fund – Round 12.

The Clerk had advised Councillors that applications for funding were now invited by Lancaster University. Following a discussion of issues and potential projects in the Parish, Councillors agreed not to submit an application on this occasion.

25/007 Annual Governance and Accountability Return.

The Clerk advised Councillors that the instructions for conducting and completing the AGAR for 2024/25 had now been received. The deadline for submitting the AGAR is 1st July 2025. The Clerk will present the completed AGAR for Councillors' consideration and approval at the Parish Council's May meeting.

Resolved: Councillors resolved that Dawn Allen be appointed as the Council's Internal Auditor.

25/008 Clerk and Councillor Updates

City and County Councillor's Report:

City Councillor Hamilton-Cox reported verbally on the following:

- 1. Planning Consideration at Stodday Sewage Works.** Cllr Hamilton-Cox had been advised that proposed works by United Utilities (UU) would qualify as "permitted development". Some aspects of the plans would require planning permission (from Lancashire County Council), for which the City Council should be consulted.

Councillor Ward reported on discussions held in recent meetings with UU which suggested that UU felt that planning permission would not be required. Earlier concerns over the siting of cabins had been addressed and traffic movements would be restricted to between 8.00am to 4.00pm. Redundant tanks are to be demolished sequentially, with waste being removed from the site from June 2025. UU will be taking noise readings at the site boundary and are to make arrangements for tree and noise barriers.

Cllr Hamilton-Cox advised that a traffic management plan, for delivery of cabins via Aldcliffe Road to Snuff Mill Lane, had been proposed for four days from 5th to 8th May 2025.

- 2. Ashton Road housing development application- 23/00283/FUL.** Cllr Hamilton-Cox reported that recent consultation responses had included a report by Environmental Health regarding an area of contaminated land on the application site.
- 3. Broadband Provision and B4RN.** Following further discussion, it was agreed that Cllr Hamilton-Cox would seek further information from B4RN before the Parish Council consults residents.

Clerk's Report:

- 4.** 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	Update / Action
1	Street cleaning arrangements, Aldcliffe and Stodday	A further request had been submitted to the City Council for a street cleaning visit to Stodday Lane. Action: The Clerk will ensure that the request is followed up.
6	Stodday hedgerows	Following hedge trimming carried out by landowners, a request has been submitted to Lancashire County Council for clearance of the full width of the Stodday Lane carriageway.
11	Road surface and flooding issues on Lunecliffe Road:	A proposed road closure for the period from 4th to 14th March for resurfacing works had been postponed. Rescheduled dates were awaited.
15	Broadband Provision:	See Minute 25/008(3).
17	PRoW Maintenance – Smuggler's Lane FP	Action: The Parish Council will monitor any work undertaken by Lancashire County Council contractors.

Ref	Decision / Issue	Update / Action
20	PRoW maintenance – Snuff Mill Lane restricted byway	There had been some changes in the flow of water, with no water currently travelling the full length of the ditch adjacent to the path. A fallen tree had now been removed. Action: The situation needs to be monitored when it rains again, and work by a contractor is still likely to be required on the ditch.
22	Debris on Parish Roads	Action: The Clerk will write to Lancashire County Council about the issue and enquire about any action the Parish Council can take to assist.
25	Missing grit bin on Aldcliffe Hall Lane	The replacement bin had not yet been delivered.
29	United Utilities proposed developments at Stodday WwTW	See Minute 25/008(1).
30	Defaced sign at the end of Stodday Lane	The defaced sign had been reported to Lancashire County Council. The job had been assessed, and work was 'programmed to be undertaken' Action: Monitor progress

Members' Updates

5. Highways (Chairman)

Nothing further to report.

6. Amenity, including the Lengthsman (Chairman)

Nothing further to report.

7. Stakeholder Liaison.

Nothing further to report.

8. Broadband.

Nothing further to report.

9. NDP.

Councillor Parrett reported on discussions with the Council's consultants, Kirkwells Ltd and Lancaster City Council regarding a proposed review of the NDP. Kirkwells had advised that a review as envisaged would require a maximum of 2 days consultancy.

10. Other Matters

None raised

25/009 Payments

Payee & Detail	£
St Paul's Parish Hall – Meeting on 2 nd April 2025 (Note 1)	25.20
Derek Whiteway – Parish Clerk salary and expenses, March 2025	160.84
HMRC – PAYE deductions, March 2025	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.

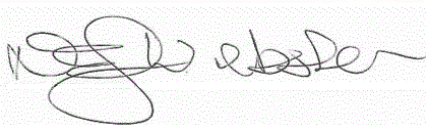
25/010 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 7th May 2025 at St Paul's Parish Hall, Scotforth, commencing at 7.00pm.

The meeting closed at 8.55pm



Clerk of the Council



Chair

Date: 7th May 2025