

Minutes of the Meeting of the Parish Council held on 7th January 2026 at 7.00pm at St Paul's Parish Hall, Scotforth

Present: Councillor Nick Webster (Chairman)
Councillors Denise Parrett, Kevan Walton and Heather Ward.
Derek Whiteway, Parish Clerk

25/100 Apologies for Absence

Apologies were received from Councillor Tim Dant and from County Councillor Gina Dowding.

25/101 Minutes of the previous meeting

The minutes of the Parish Council's Meeting held on 3rd December 2025 were approved without further amendment.

25/102 Declarations of Interest

No changes or new declarations were made.

25/103 Public discussion.

None.

25/104 Planning Applications

1) Planning Consultations. No new consultations had been received.

2) Update on Previous Planning Applications

The Clerk provided a verbal report, with no material decisions or changes having emerged since the last meeting.

3) Other Planning Matters

No decisions taken.

25/105 Review of the Neighbourhood Development Plan (NDP).

The Parish Council January newsletter was ready for delivery within the coming week, providing residents with at least 6 weeks to comment on the review.

Following advice from Lancaster City Council, it was agreed that the Clerk should email details of the review to previously identified corporate and local business stakeholders, inviting them to contribute to the informal consultation.

25/106 Aldcliffe Hall Drive Public Right of Way (PRoW).

Councillor Dant had proposed that the Parish Council should seek to achieve confirmation of the Restricted Byway PRoW status for the Drive by asking that the objectors, now no longer residents of the Parish, withdraw their objection.

Resolved: It was proposed by Councillor Walton, seconded by Councillor Ward and carried unanimously that the Parish Council should write to Lancashire County Council Public Rights of Way service requesting that the individuals concerned be asked to withdraw their objections.

25/107 2026/27 Budget and Precept

The Clerk introduced a report setting out a review of the 2025/26 budget and draft estimates for 2026/27. The report provided details of the Parish's tax base for 2026/27 and gave Councillors a range of options regarding the setting of the budget and precept.

Councillors discussed the report and asked questions of the Clerk.

Resolved: It was proposed by Councillor Ward, seconded by Councillor Parrett and carried unanimously that:

- a) The Council's target level of general reserve of £5,000 is endorsed;
- b) The draft budget and proposals for earmarked reserves for 2026/27 are accepted; and
- c) the resulting Parish Council precept of £6,050 is approved and notified to Lancaster City Council.

25/108 Succession Planning.

The Parish Council newsletter was ready for distribution.

25/109 Clerk and Councillor Updates

City and County Councillor's Report:

The Clerk is liaising with County Councillor Dowding regarding ongoing and newly arising issues.

Clerk's Report:

- 1) The Clerk reported verbally that there had been little in the way of developments since the last meeting. The Clerk was still unable to access Lancashire County Council's new enquiry system, which was preventing a number of highways related issues being followed up.

Members' Updates

2) Highways

Road sweeping had recently been carried out at Stodday. The Chairman reported recurring flooding along Aldcliffe Road, resulting from a suspected blocked drain which needed to be reported to Lancashire County Council.

3) Amenity, including the Lengthsman

Work was still outstanding to trim foliage around the Stodday picnic site. The Clerk will follow this up with the contractor.

4) Stakeholder Liaison.

Nothing further to report.

5) Broadband.

Councillors Ward and Walton shared details (provided by a parishioner) of an independent fibre-backed microwave network based in Yorkshire, which was providing coverage in the Garstang and Cockerham area.

Councillors agreed that the information and potential be discussed with Thurnham with Glasson Parish Council. It was also suggested that United Utilities might have an interest in the service.

Councillors agreed that the service should be investigated, with Councillors Ward and Walton agreeing to take the lead.

6) NDP.

Nothing further to report.

7) Other Matters

Councillor Parrett mentioned that there was still some discarded fencing on Aldcliffe Hall Estates (AHE) land adjacent to Aldcliffe Hall Drive. Councillors agreed that the Clerk should write to AHE's agent asking that the fences be removed.

25/110 Consultations

None received.

25/111 Payments

Payee & Detail	£
Stephenson Halliday – Consultancy (Note 1)	tbc
Hudson Hill Consulting, IT Services, January 2026 (Note 2)	11.99
St Paul's Parish Hall – Meeting on 7 th January 2026 (Note 3)	25.20
Derek Whiteway – Parish Clerk salary and expenses, Dec 2025	165.88
HMRC – PAYE deductions, Dec 2025	41.60

Note 1. An invoice was still awaited from Stephenson Halliday for providing a planning consultation letter.. Councillors resolved that delegated authority be given to the Clerk to pay the invoice when submitted, subject to agreement with the Chairman.

Note 2. Councillors resolved that the Clerk be given delegated authority to pay invoices from Hudson Hill when they are received rather than waiting for the next Parish Council meeting (subject to there being no variation to the agreed monthly charge).

Note 3. 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.

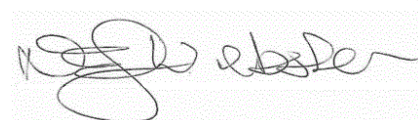
25/112 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 4th February 2026 at St Paul's Parish Hall, Scotforth, commencing at 7.00pm.

The meeting closed at 8:35pm



Clerk of the Council



Chair

Date: 4th February 2026