

Minutes of the Meeting of the Parish Council held on 4th March 2026 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.

Derek Whiteway, Parish Clerk

Two members of the public attended.

25/125 Apologies for Absence

Apologies were received from County Councillor Gina Dowding.

25/126 Minutes of the previous meeting

The minutes of the Parish Council's Meeting held on 4th February 2026 were approved without further amendment.

25/127 Declarations of Interest

No changes or new declarations were made.

25/128 Public discussion.

The residents in attendance informed Councillors that they would be helping to organise and participating in forthcoming fundraising events in support of Cancer Care. These included a Yorkshire Three Peaks Challenge in August and a Coffee Morning in June.

Councillors agreed that the Parish Council would help publicise the fundraisers to residents via the website and emails, notice boards and the next Council newsletter.

25/129 Planning Applications

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

2) Update on Previous Planning Applications

The Clerk presented the Planning Tracker report which had been circulated to Councillors prior to the meeting.

One decision had been published since the last meeting, as follows:

Planning application 25/00744/FUL. Partially retrospective application for change of use of agricultural land and retention of gypsy/traveller pitch including hardstanding, mobile home, sewage treatment plant, associated

access and parking and erection of a dayroom building. Land At Arna Wood Lane, Aldcliffe. The application had been refused.

Councillors agreed that the Council should write to their consultants, Stephenson Halliday informing them of the decision and thanking them for their assistance in responding to the application.

3) Other Planning Matters

Planning Tracker ref OP3. Councillor Dant had contacted City Councillor Mills with concerns about immature replacement trees planted on Aldcliffe Hall Drive. Councillor Mills is to consult the City Council's Tree Officer about adequate protection for the 8 or so newly planted trees.

Councillor Dant also reported that some seemingly surplus green waste bins on the grass opposite East Lodge. Councillors agreed that these should be offered back to Lancaster City Council.

25/130 Review of the Neighbourhood Development Plan (NDP).

The informal consultation had ended on Saturday 28th February. There had been 4 stakeholder responses submitted, with just one minor wording change suggested. Councillors agreed that the review document should be accepted with the suggested wording change.

Resolved: That the NDP Review document is accepted, with the suggested wording change.

Actions: The document is to be submitted to Lancaster City Council and published on the Parish Council website, along with the consultation responses.

Locality survey regarding the future of Neighbourhood Planning. Councillors agreed that Councillor Parrett should complete the survey on behalf of the Parish Council.

25/131 Succession Planning.

The next Parish Council newsletter will be produced by the end of April 2026. Councillor Ward is to co-ordinate production of the newsletter.

25/132 Clerk and Councillor Updates

City and County Councillor's Report:

None received.

Clerk's Report:

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

Following discussion, Councillors noted/agreed the following:

Ref	Decision/Issue	Next Steps
4	Aldcliffe Road fly-parking	H bars are on order for installation on Aldcliffe Road opposite the Pony Wood footpath entrance. Highways have also acknowledged that the blocked drain needs digging out and this is likely to be the next financial year.
6	Stodday hedgerows	The County Council has acknowledged that this location still requires work. They will aim to complete this as soon as practical, but are unable to provide a timeframe for completion. An update is expected in April 2026.
16	Stodday Picnic Site:	Strimming around the site was carried out in February 2026. The Council will monitor whether Japanese Knotweed is returning in the area.
20	PRoW maintenance – Snuff Mill Lane restricted byway	The drain had been flowing steadily lately. The Council is to consult a contractor on any work required to maintain the drain.
29	United Utilities planned developments at Stodday WwTW	The Council is to request an update from United Utilities on progress with the work on site.

Members' Updates

2) Highways

Councillor Ward reported an issue with potholes on Stodday Lane.

Action: Using information from Councillor Ward, the Clerk will report the potholes to Lancashire County Council.

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

None raised.

25/133 Consultations

1. Local Government Reorganisation in Lancashire. Deadline is 26th March 2026.

Councillors agreed that the consultation should be promoted to parishioners.

25/134 Finances

The Clerk introduced a report setting out the General Account budget position, Earmarked Reserve balances and Bank Reconciliation as at 25th February 2026. There were no new issues to report and no matters requiring intervention or a decision.

Resolved: That the report is accepted

25/135 Payments

Payee & Detail	£
Stephenson Halliday – Consultancy (Note 1)	648.00
Hudson Hill Consulting, IT Services, April 2026 (Note 2)	11.99
St Paul's Parish Hall – Meeting on 4 th March 2026 (Note 3)	25.20
Rose & Thistle. Work at Stodday Picnic Site	140.00
Derek Whiteway – Parish Clerk salary and expenses, February 2026	187.53
HMRC – PAYE deductions, February 2026	41.60

Note 1: Paid under delegated authority on 18/02/2026 (Minute 25/111 refers)

Note 2. To be paid on receipt under agreed delegated authority.

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.

25/136 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 8th April 2026 at St Paul's Parish Hall, Scotforth, commencing at 7.00pm.

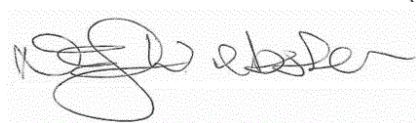
It was noted that the May meeting is also being deferred one week, to Wednesday, 13th May 2026.

Councillor Ward advised that she will be unavailable for both the April and May meetings.

The meeting closed at 8:57pm

Handwritten signature of Derek Whiteway in black ink.

Clerk of the Council

Handwritten signature of the Chair in black ink.

Chair

Date: 8th April 2026