

Minutes of the Meeting of the Parish Council held on 19th June 2026 at 7.00pm at St Paul's Parish Hall, Scotforth

Present: Councillor Nick Webster (Chairman)

Councillors Denise Parrett, Heather Ward and Kevan Walton.

Derek Whiteway, Parish Clerk

One member of the public attended the meeting

26/028 Apologies for Absence

Apologies were received from Councillor Tim Dant and from County Councillor Gina Dowding and City Councillor Tim Hamilton-Cox.

26/029 Casual Vacancy for a Councillor

The Clerk reported that Councillor Tim Dant had submitted his resignation from the Parish Council with effect from 30th June 2026. The Clerk outlined the procedural steps for managing the resulting 'Casual Vacancy'.

Resolved: That Councillor Dant be thanked on behalf of the Parish for his invaluable commitment and contribution as a Councillor over the past four years.

26/030 Minutes of the previous meeting

Resolved: The minutes of the Annual Parish Council Meeting held on 13th May 2026 were approved without further amendment.

26/031 Declarations of Interest

No changes or new declarations were made.

26/032 Public discussion.

None

26/033 Planning Applications

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

2) Update on Previous Planning Applications

No planning decisions had been issued since the last meeting.

Planning Appeal ref 26/00010/REF - 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.

Councillors noted that the appeal hearing was scheduled to take place on Wednesday, 8th July and that planning consultants Stephenson Halliday would be attending on behalf of the Parish Council.

3) Other Planning Matters

a) City Council Local Plan – Parish Council Forum.

Councillors Parrett, Ward and Walton provided feedback on the City Council's Local Plan Forum held on Tuesday, 16th June. The Forum had provided an update on how the City Council was taking forward its review of the Local Plan and information on objectives and planning targets over the next 15 years.

The City Council is conducting an ongoing 'call for sites' and officers indicated that all parishes should expect to accept an uplift in new building targets.

Officers indicated that nominations for Public Green Spaces should reach decision by this Autumn, but any resulting designations would not take effect until the Local Plan is adopted. The Clerk advised that he had not yet received any response regarding the Parish Council's nomination for land adjacent to the Lancaster Canal.

Action: The Clerk will seek confirmation that the Parish Council's nomination of a Public Green Space is to be considered by the City Council.

Councillors discussed the 'Local Plan Hub' provided on the City Council's website and agreed that further consideration should be given to publicising the Hub to residents.

b) Hedge trimming work on Lunecliffe Road and Stodday Lane.

It was noted that concerns about recent hedge trimming work, originally reported by a resident, had been reported to County Highways, the Police and the Planning Authority.

26/034 Parking on Aldcliffe Road

Councillors discussed the response recently received from the County Council's Director of Highways and Transport, Matt Townsend. The Clerk advised that County Councillor Dowding was continuing to correspond with Mr Townsend in an attempt to secure action.

The Clerk advised that no response had yet been received from the Chief Executive of the Canal and River Trust (CRT). Councillors agreed that the Clerk should follow up on this.

The Chairman provided Councillors with a copy of information and an 'Idea Plan' provided by a resident. It was agreed that the plan would be useful for future discussions with the CRT.

Councillors discussed next steps and agreed that representations should be made to the local MP, Cat Smith.

Agreed: That Councillors Parrett and Ward will seek to set up a meeting with the local MP.

Agreed: The Clerk will follow up with Lancashire County Highways the matter of overgrowth along the roadside verges on Aldcliffe Road.

26/035 Review of the Neighbourhood Development Plan (NDP).

Councillor Parrett reported that Lancaster City Council had advised of a potential legal issue regarding the review. Further information and an outcome was awaited.

Agreed: the position will be kept under review.

26/036 Clerk and Councillor Updates

City and County Councillor's Report:

None received.

Clerk's Report:

- 1) Smugglers Lane. A report had been received of unsafe decking at the Southern end of the footpath, near the exit on to the estuary path. No response had yet been received from the PRow team to the report of damage to the gate at the Aldcliffe Hall Lane end of the footpath.

Action: The Clerk will follow up with the PRow team on both reported issues.

Members' Updates

2) Highways

No further matters reported.

3) Amenity, including the Lengthsman (Chairman)

No further matters reported.

4) Stakeholder Liaison.

Councillor Ward reported on action taken with United Utilities (UU) and their contractors, C2V following a number of tankers having come through

Stodday in the last week. UU/C2V had undertaken to work with County Highways to provide better signage.

UU had also suggested a willingness to provide funding for projects in the area. Councillors discussed initial ideas for potential projects and agreed to pursue the opportunity and review the position again at the September meeting of the Council

5) Broadband.

The Chairman reported that Openreach contractors had recently been working in Aldcliffe installing full fibre cabling..

6) NDP.

Nothing further to report

7) Other Matters

None raised.

26/037 Consultations

None received.

26/038 Finances

The Clerk presented a budget update report, which was accepted.

26/039 Payments

Payee & Detail	£
Hudson Hill Consulting, IT Services, July 2026	11.99
St Paul's Parish Hall – Meeting on 19 th May 2026 (Note 1)	25.20
Derek Whiteway – Parish Clerk salary and expenses, May 2026 (includes £49.00 re 7 x Land Registry title register reports)	250.54
HMRC – PAYE deductions, May 2026	50.40

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.

26/040 Date and venue for next meeting

The next meeting is scheduled for Wednesday, 22nd July 2026 at St Paul's Parish Hall, Scotforth, commencing at 7.00pm.

The meeting closed at 9:00pm

Derek Whiteway

Clerk of the Council

Ng D Webster

Chair

Date: 22nd July 2026