

# ALDCLIFFE – WITH – STODDAY PARISH COUNCIL

Minutes of the Meeting held on 11th July 2017 at 7pm in the  
Counting Room – Toll House Inn, Lancaster

**Present:** Councillor **Chris Norman** (Chairman)  
Councillor **Kevan Walton**  
Councillor **Nicholas Webster**  
Councillor **Emma Wolstencroft**  
Councillor **Colin Rogers**

**Apologies: None**

## 1. **Declarations of Interest**

No declarations of interest were made. All paperwork for Councillors regarding Interests are up to date.

## 2. **Minutes of the previous meeting**

The minutes of the previous meeting were approved.

## 3. **Fibre Broadband for Parish (Item moved forward by request)**

Mr Peter Wilson reported that internet speeds within the parish could be less than 2mbps in some areas. Mr Phil Leedal confirmed this to be in his experience also. Parishioners had approached various companies to see if improvements could be made but with limited success. The Parish council support the need for suitable infrastructure to promote rural businesses, home working and resident's recreational needs.

### **Action Point:**

It was agreed that a sub-committee, with the support of the Parish council, would look into the best way to provide faster internet speeds for our community. The need to register our interest in any potential independent schemes, i.e. B4RN, was also seen as important.

Currently the sub-committee comprises of,

- Councillor Kevan Walton (Stodday)
- Peter Wilson (Arna Wood)
- Phil Leedal (Aldcliffe)

The sub-committee will report to the Parish council and will be open to support from fellow Parishioners.

#### **4. Clerking**

Chairman has contacted LALC who will provide both sample job specifications and advertisement as a template to recruit a Clerk. They will also advertise the post if the council so requires. It was suggested that neighbouring parishes may have experience of this process to give advice or to potentially recommend a suitable Clerk.

NW suggested contacting Mr John Regan who had considerable experience and could provide advice.

##### ***Action Point:***

Chairman to contact neighbouring Parishes and Mr John Regan for advice.

#### **5. Setting up of a Bank account for Aldcliffe-with-Stodday Parish**

The Chairman reported that The Co-Operative bank no longer provided a product that would be suitable. The Skipton Building Society have a Lancaster branch and a product that would meet the needs of the Parish.

##### ***Action Point:***

- The Chairman and Vice-Chairman to start the process of opening a bank account with the Skipton Building Society for Aldcliffe-with-Stodday Parrish Council.

#### **6. Parish Notice Boards**

Quotes for notice boards are yet to be forthcoming. Suitable sites for noticeboards have been found in both Aldcliffe and Stodday.

##### ***Action Points:***

- Chairman to investigate the possibility of applying for an "Awards for All" grant.
- Chairman and vice Chair to scope potential locations for Aldcliffe notice board and to produce and affix a temporary board for Parish use.
- Cllrs Rogers and Walton to scope potential locations for Stodday notice board and to produce and affix a temporary board for Parish use.

#### **7. Conservation Status**

The drumlin that defines the riverside topography within the Parish has been highlighted by residents, visitors and experts alike as being special. Residents have raised the question of whether the area deserved conservation status and what effect that would have on the parish.

Councillors could see potential benefits and risks to the proposal, including potential planning permission complications for residents. Further information and community engagement would be required.

##### ***Action Point:***

- Chairman to liaise with City Council officers for further details.

## **8. Neighbourhood Plan**

Councillors discussed the benefits of supporting the production of a Neighbourhood Plan. Councillor Chris Norman had a meeting on the 10<sup>th</sup> of July with Regeneration and Planning Officers who explained the process and overall benefits of producing a Neighbourhood Plan. Various organisations and resources were highlighted that could be of benefit to the project. A persistent theme throughout these, and previous contacts, were that the procedure must be driven by the community. Only through community engagement could an honest and representative plan be produced. The costs of delivering a plan were discussed and the revenue streams available to cover these costs.

It was agreed unanimously that consulting Parishioners about the production of a Neighbourhood Plan should commence.

### ***Action Points:***

- Chairman to forward resources to fellow councillors.
- Councillors to consider how to engage with Parishioners and consider the wider communities view.

## **9. Any Other Business**

### **A. Future Planning Permission Consultations – Cllr C. Rogers**

A planning application had been forwarded to the Parish council for consideration as a statutory consultee. What obligations as a Parish council and as individual Councillors did we have?

### ***Resolved***

Lancaster City Council Planning had advised us that the Parish Council is under no obligation to respond to planning applications. If the Parish were mindful to pass comment on an application they could do so through the normal channels. Individual Councillors were within their rights to remark on any applications as they see fit, whether this be in favour, opposition or merely to comment.

### **B. Standing Operational Procedures – Cllr C. Rogers**

Cllr Rogers raised the need for the Parish Council to adopt a set of standing operational procedures (SOP's). These are necessary for the efficient running of the Parish.

### ***Action Point***

Cllr Rogers to provide a draft SOP for approval at Council.

### **C. Trees with Preservation Order concerning a parishioner –Cllr E. Wolstencroft**

A parishioner had expressed concerns about the safety of trees covered by a Tree Preservation Order near their property. They had sought professional advice but were not satisfied with the outcome.

### ***Resolved***

Issues of this matter need to be addressed to Lancaster City Councils Tree Protection Officer via the Planning Advice Team. The Parish council hold no powers in this area. A copy of the adopted. Tree Policy is attached.

**D. United Utilities Pump-works concerns - Cllr E. Wolstencroft**

A parishioner had raised concerns over the ongoing maintenance by United Utilities of pump-works and a sump located on Craiglands Court, Aldcliffe.

**Action Point**

- Chairman to contact United Utilities to question ongoing maintenance programme.

**E. Field access off Stodday Lane near junction with Snuff Mill Lane – Cllr K. Walton**

Concerns from Parishioners and Councillors have been raised about the safety of a newly created access onto agricultural land in Stodday. This is located on Stodday lane close to the junctions with Snuff Mill Lane and within 60m of the Lunecliffe Road junction. The access point has very poor visibility for oncoming traffic and has caused severe delays during the time the landowner has moved livestock onto the public highway for transportation.

**Action Point**

Chairman to contact Lancashire County Council for advice on safety and how ongoing impact can be reduced.

**F. Public Rights of way within the Parish – Cllr C. Norman**

Local resident contact over the Public Right of Way (PROW) status of Aldcliffe Hall Drive. Aldcliffe Hall Drive has long been considered the safe foot and cycle path through Aldcliffe. This has been commented upon in recent planning applications by residents and visitors alike. Parishioners were concerned that as Aldcliffe Hall Lane did not hold PROW status that the application for this designation should be sought. Councillors felt that this should be considered.

**Action Point**

It was agreed that a sub-committee to engage with the community and establish PROW if appropriate should be created.

Currently the sub-committee comprises of,

- Dr Stephen Dickinson (Aldcliffe)
- Ms Mollie Foxall (Aldcliffe)
- Mr Tim Dant (Aldcliffe)
- Cllr C. Rogers (Lunecliffe)

The sub-committee will report to the Parish council and will be open to support from fellow Parishioners.

**10. Date and venue for next meeting**

7pm on 5<sup>th</sup> September 2017 at the Counting Room – Toll House Inn, Lancaster.

***The meeting ended at 9.45pm.***