

**ALDCLIFFE WITH STODDAY PARISH COUNCIL**  
**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

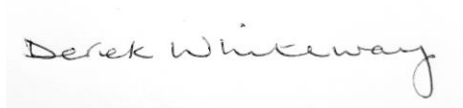
**Parish Council Meeting to be held on Tuesday 6<sup>th</sup> November 2018  
at the Friends Meeting House, Lancaster commencing at 7.00pm**

**A G E N D A**

1. **Apologies:** To receive apologies
2. **Minutes:** To consider and approve Minutes of the Meeting held on Tuesday 18<sup>th</sup> September 2018
3. **Declarations of Interest:** To receive any changes to Declarations of Interest of Parish Councillors
4. **Public Discussion and Updates:** To adjourn the meeting for a period of public discussion and to provide any 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will be considered as an agenda item at a future meeting)
  - a) Public discussion
  - b) Clerk's report on activities and correspondence since last meeting
  - c) Members updates and reports since the last meeting
  - d) Report of District and County Councillors
5. **Neighbourhood Plan:** To consider next steps.
6. **Lengthsman considerations.** The Clerk and Councillor Webster to report
7. **Planning Matters:** To consider and comment on the current update on planning applications and decisions (Report of the Clerk)
8. **Payments:** To authorise payment of the following accounts:

Payee & Detail	£
Friends Meeting House – hire of room 06/11/18 (not yet received)	18.00

9. **Date of Next Meeting:** To consider date and time of next meeting



**Derek Whiteway**  
Parish Clerk

**31<sup>st</sup> October 2018**

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# ALDCLIFFE – WITH – STODDAY PARISH COUNCIL

Minutes of the Meeting held on 18<sup>th</sup> September 2018 at 7.00pm

The Friends Meeting House, Meeting House Lane, Lancaster.

**Present:** Councillor Chris Norman (Chairman)  
Councillors Colin Rogers, Kevan Walton, Nicholas Webster and Emma Wolstencroft  
Derek Whiteway, Parish Clerk  
27 Members of the public attended

## 1. Apologies for Absence

None received.

## 2. Minutes of the previous meeting

The minutes of the previous meeting held on 26<sup>th</sup> June 2018 were approved without further amendment.

## 3. Declarations of Interest

No declarations of interest were made.

## 4. Public Discussion and Updates

a) Public Discussion:

- i) A resident referred to dangerous double gates illegally cut into the hedgerow of the ancient 'holloway' on Aldcliffe Road leading to Stodday just beyond the T junction leading to sewage pumping station. **Action: It was agreed that the position should be monitored.**

b) Clerk's Report: Nothing to report

c) Members' Updates

- i) **Application for a Public Right of Way, Aldcliffe Hall Drive.** Councillor Rogers reported that Lancashire County Council's Regulatory Committee had approved the designation of Aldcliffe Hall Drive as a 'Restricted Byway'. An Order to this effect was delayed but now expected to be published by Christmas 2018, with the landowners then having a six-week period during which they have the right to object to the Secretary of State.
- ii) **Arna Wood Solar Farm.** Councillor Walton provided an update on an outstanding planning condition concerning site screening issues. City Council Planners had confirmed that the augmentation of hedges to the east of the farm must be done in the next planting season, i.e. autumn 2018. Planting was expected during October with inspection to be carried out in November. Councillor Walton was planning to carry out his own inspection in November.
- iii) **Access between Lune Estuary Path and Stodday:** Councillor Walton reported that no further action had been taken since the last meeting.

**iv) Highways Issues:**

- a) The Chair had reported to the County Council the condition of some hedges along Aldcliffe Road, where certain landowners were failing to trim. The Council had advised that trimming should be carried out at intervals of 8-12 weeks. One option is for the Parish Council to arrange this work to be done 'in default' and the Council is considering the option of engaging a Lengthsman to undertake this and other tasks in the Parish.
- b) The Chair referred to ongoing fly-tipping issues at a variety of locations. Experience was that the City Council had responded and removed articles quickly.
- c) The Chair had reported the problematic canal side road surface on Aldcliffe Road to the County Council. The County's district lead officer was due to attend soon to inspect/investigate the issues. The Chair also reported that the Parish Council was in discussions with the Canal and Rivers Trust and the County Council over ownership and responsibility regarding that stretch of road (see item 9).
- d) No further progress had been made regarding the installation of vehicle size restriction signs in the Parish. A resident reported that he had consulted City Councillor Kershaw about problems caused by HGVs following erroneous SatNav directions down Aldcliffe Hall Lane and requested the Parish Council's support on this issue. The resident also referred to a damaged stone, retaining wall just beyond 'Ivy Cottage' on Aldcliffe Hall Lane. The wall is regularly damaged by the frequent passage of very large 'Silage' trailers. This time the wall was partially demolished by a delivery wagon on 5<sup>th</sup> July. The incident was reported to the police on the day by the owner of a gardening company working nearby.

**Action: The Parish Council to add both of these issues to its action plans and seek appropriate road signage. The Chair to contact Lancaster City Council planning enforcement concerning the damaged wall on Aldcliffe Hall Lane.**

d) City and County Councillor Updates: None received

## **5. Neighbourhood Plan**

The Clerk introduced Louise Kirkup of Kirkwalls Ltd, Town Planning Consultants who provided the meeting with an insight into Neighbourhood Plans, covering their purpose, status and processes for adoption. An open session of questions and answers followed.

Key points arising from Louise's presentation and subsequent discussion included:

- An adopted Neighbourhood Plan (NP) is a statutory development plan which forms part of the statutory planning framework that local planners must work to;
- It comprises a series of policy statements to guide the area's future development, rather than an aspirational development action plan;
- A NP is developed through consultation with the community and other parties, e.g. visitors;

- The NP must align with national and district planning policies;
- The NP cannot comment on certain statutory functions/national policies, e.g. waste, fracking;
- Adoption of a NP usually takes 18-24 months. The document is usually 50-100 pages long;
- Government funding is available to support the production of a NP. It is envisaged that there will be no further cost to parishioners;
- Louise advised that, in her experience, Lancaster City Council planners had been very supportive and helpful in NP processes;
- A well designed NP provides a positive framework for the community to enter into future discussions on a range of issues, including highways, ecological matters, etc. Access to existing local survey information gathered during previous developments was offered by a resident.

Following discussions, next steps were considered, the intention being to make an early start on the production of a Neighbourhood Plan.

**Action: The Parish Council to commence the process by arranging the establishment of a Working Group.**

## 6. Councillor Specific Roles

The following specific 'lead member' roles were discussed and agreed:

Highways	Councillor Norman
Amenities (incl. footpaths and Lengthsman liaison)	Councillor Webster
Stakeholder liaison (incl. United Utilities)	Councillor Walton
Neighbourhood Plan	Councillor Rogers
Short Project Lead	Councillor Wolstencroft

## 7. Aldcliffe Residents Association donation

The Chair reported that the Aldcliffe Residents Association had recently disbanded and had donated its remaining funds to the Parish Council. In line with the wishes of the Association's major benefactors, the funds would be earmarked for specific purposes, including ecology, habitat and landscaping surveys.

**Action: The Parish Clerk to make suitable arrangements for the use of and accounting for the donated funds.**

## 8. Road Traffic Accidents

The Chair reported on a near-miss involving a tractor and subsequent involvement of the local PCSO in speaking to landowners and farmers about safety issues. This is a long standing and ongoing problem of great concern to most residents and users of this steep and narrow lane with no verges to facilitate escape from speeding vehicles.

## 9. Canalside Improvements

The Chair reported on discussion he had held with the Canal and Rivers Trust concerning the footpath alongside the canal on Aldcliffe Road. He was hopeful of reaching some clarity on responsibilities for this area and improvements including widening, improved surfacing and

fencing. It was ultimately hoped to establish this as a non-parking area. Community involvement in making improvements was being considered, in conjunction with the Haverbreaks residents association.

**10. Planning Matters**

The Parish Clerk presented a report setting out an update on planning applications made in the parish during 2018. Councillor Webster commented that work to reduce the crown of the beech tree at 9 Aldcliffe Hall Drive had been completed with a pleasing result.

**Resolved: That the report be noted**

**11. Accounts**

The Parish Clerk informed the meeting of the following payments due to be made by the Parish Council:

<b>Payee &amp; Detail</b>	<b>£</b>
Mr D Whiteway – Clerk’s salary, Jul-Sep 2018	209.65
HMRC –PAYE Jul-Sep 2018	52.40
Friends Meeting House – hire of room 18/09/18	30.00

**Resolved: That the above payments are authorised**

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

The date for the next Parish Council meeting has been set for Tuesday 16th October 2018 at the Friends Meeting House, Lancaster.

The meeting closed at 8.35pm

..... Clerk of the Council

..... Chair                      Date: .....

Agenda Item: **7**

## Planning Application Comments & Decisions September – October 2018

Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<b>18/01136/FUL:</b> Erection of a single storey rear extension. 3 Deep Cutting Farm Ashton Road, Lancaster. Application Received: Wed 29 August 2018 Validated: Mon 24 September 2018	None submitted	<b>Awaiting Decision</b>