

THURNHAM and GLASSON PARISH COUNCIL

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Summons to Parish Council Meeting to be held on Monday 8th April 2019 at
Glasson Dock Village Hall commencing at 7.00 pm**

A G E N D A

- 1966.** To receive apologies
- 1967.** To consider & approve Minutes of Meeting held on Monday 4th March 2019
- 1968.** To receive Declarations of Interest
- 1969.** To adjourn the meeting for a period of public discussion and to provide '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 on matters not covered on the Agenda
 - b) Clerk's report on activities and correspondence since last meeting
 - c) Members updates and reports/matters since the last meeting
- 1970.** To consider the list of planning applications and appeal:

Application No:	Description
19/00325/FUL	Erection of a single storey rear extension – Tall Trees, Conder Green Road, Conder Green, Lancaster LA2 0BG

- 1971.** To receive an update on planning authority decisions on previously considered applications (papers enclosed)
- 1972.** To authorise payment of the following accounts:

Cheque No:	Description	Amount
100363	Mr R Bailey - Clerks Fees & Expenses February 2019	£192.74
100364	Lancashire Association of Local Councils Subscription 2019/2020	£122.47

- 1973.** To consider Glasson Village Liaison Meeting (Cllr Stainton to report)
- 1974.** To consider draft Newsletter - April 2019 edition (Clerk to Report)
- 1975.** To consider parish council website and domain name (Clerk to Report)
- 1976.** To consider date and time of Annual Parish Council meeting and next ordinary meeting

**Parish Clerk
28 Wilson Grove
Heysham,
Morecambe, LA3 2PQ**

02 April 2019

Tel: 07828254149 Email: clerk@thurnhampc.org.uk

PARISH OF THURNHAM AND GLASSON
Draft Minutes of the Meeting of the Parish Council held at Glasson Dock Village Hall
on Monday 4th March 2019 commencing at 7-00 pm.

Present: Councillor Mr D Whitworth (Chair)
Councillor Mrs B Bulloch
Councillor Mr M Hornshaw
Councillor Mrs C Milligan
Councillor Mrs M Stainton
Councillor Mrs E Stott

Two members of the public attended the meeting

1954 Apologies: Apologies were received from Councillor Lamb

1955 Minutes: Subject to some minor amendments, it was **RESOLVED** that the Minutes of the meeting held on **Monday 4th February 2019** be approved.

1956 Declaration on interests and dispensations: There were no declarations of interest or requested dispensation from Members.

1957 Adjournment for public discussion:

- 1) **Public Discussion:** The Chair of Glasson Action Partnership (GAP) thanked the parish council for their contribution towards the cost Visitor's Guide to Glasson Dock leaflet. Attention is now being given to updating a leaflet on the history of Glasson Dock which a volunteer has offered to do. It is understood that permission to have the leaflet reprinted must be given by the parish council and there are plans to print up to 1,000 copies. Further information and updates will be presented to a future meeting of the parish council.

GAP suggested that they repaint the capston but checks will need to be made to determine whether any specific permissions are needed from agencies such as the Port Commission and/or Historic England. **ACTION:** Councillor Stainton to research and/or make further enquiries.

- 2) **Clerks Report:** The Clerks presented his report, setting out updates on previous actions, activities and resolutions in the last month, including:
 - Lancaster City Council will provide signage for River View;
 - An opportunity to access funding of up to £1,000 for community emergency plan equipment (Agenda item 1962 refers);

The Clerk also reported on correspondence received highlighting that BWML have confirmed that 24-hour parking will be removed from their signs at the Glasson Dock Car Park.

After some discussion, it was **RESOLVED** that the Clerk's report be noted.

- 3) **Member updates / matters:** Members provided updates on actions since the last meeting and matters that need addressing. Members also commented that consideration needs to be given to planting at the 'Gateway to Glasson'. There was then a further discussion around the duties of the parish lengthsman and work carried out by GAP and the need to coordinating grounds maintenance work around the village generally to share out the work and make best use of resources. **ACTION:** Councillor Stott will liaise with both GAP and the parish lengthsman on the way forward.

It was suggested that there is an opportunity to improve signage generally around Thurnham and Glasson with clear and distinctive directional signs/quality finger posts. **ACTION:** Consider further following the May 2019 elections.

Members noted that Lancashire County Council has invested in improvements to its online highways reporting system following customer feedback. The new system known as 'Report it' provides a much more intuitive platform to reports a wide range of highway related matters. Members were encouraged to report matters directly: <https://www.lancashire.gov.uk/roads-parking-and-travel/report-it/>

After some discussion it was **RESOLVED** that Members reports, updates and planned actions be noted.

1958 Planning applications & statutory consultations: The following planning applications were considered:

Application No:	Description
19/00121/VCN	Change of use application for caravan site to have an all year-round holiday occupancy (pursuant to the variation of condition 4 on planning permission 12/00492/CU to remove the need to keep up to date Council Tax bills for owners/licensees) - Marina Caravan Park Glasson Dock Road Glasson Dock Lancashire
19/00140/FUL	Erection of single storey rear extension – 1 West View, Glasson Dock LA2 0DF
19/00168/REM	Reserved matters application for the erection of one dwelling – Woodside, Ashton Road, Ashton-with-Stodday

There was a discussion about the purpose of application 19/00121/VCN, specifically in relation to the removal of the need to keep up-to-date Council Tax bills for owners/licensees. Concerns had been raised by residents that this could lead to the avoidance of Council tax and/or lead to the caravans being used for residential not holiday purposes.

It was then **RESOLVED** that the planning applications 19/00140/FUL and 19/00168/REM be supported in principle and that assurances be sought that that the caravans referred to in planning application 19/00121/VCN continues to be used for holiday purposes only and that a register will be maintained of the owner/occupiers of the holiday caravans and their main home addresses.

1959 Planning Authority Decisions: Members considered the up-to-date position on decisions of the planning authority (Lancaster City Council) on planning applications previously deliberated. It was **RESOLVED** that the decisions of the planning authority be noted.

1960 Accounts for Payment: The following accounts were considered for payment:

Cheque No.	Description	Amount
100361	Mr R Bailey - Clerks Fees & Expenses February 2019	£203.56
100362	Sue Croft – Access to electricity for Christmas Tree	£ 20.00

It was **RESOLVED** that all accounts be paid.

1961 Elections May 2019: The Clerk reported that nomination packs for the local election on May 2nd will be available from Lancaster Town Hall from Thursday March 7th. The deadline for receipt of nominations and withdrawals is 4pm on Wednesday April 3rd. Members were advised that completed nominations must be returned by hand.

It was noted that three Members intended to stand again whilst four would be standing down. After some discussion and comments, it was **RESOLVED** that awareness be raised around Thurnham and Glasson village of the local elections and residents be encouraged to stand for the parish council. .

1962 Air Quality Action Plan: The Clerk reported that Lancaster City Council is producing a new *Air Quality Action Plan* for the Lancaster district, with focus on its three Air Quality Management Areas (AQMA's) in Lancaster, Carnforth and Galgate.

Members were informed that the City Council are requesting views or suggested actions that may be considered and potentially included within the new Action Plan. These can be submitted online.

After some discussion and questions, it was **RESOLVED** that the request for comments and suggestions be noted.

1963 Community Emergency Plan: The Clerk reported that he had been contacted about possible funding of up to £1,000 from the Community Foundation for Lancashire for equipment as part of the emerging Community Emergency Plan.

Members commented on various equipment that would be useful to bid for once the Community Emergency Plan group has been established and the completed emergency plan approved.

After some discussion and questions, it was **RESOLVED** that the parish council confirms its interest in the funding and that this be pursued further following the May elections.

1964 Change of Bank Accounts: The Clerk informed Members of a bank that is now widely used by parish and town council that offers accounts that have been specifically designed to support local councils, backed by Lloyds Bank Group and MasterCard.

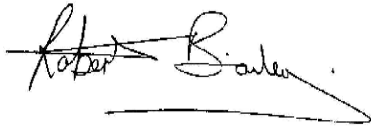
The Clerk reported on his own experience of using this bank and their services and support, which have been of a high quality. The online banking service is available 24/7 and provides for options to set up single, dual and triple authority for payments.

In practice, this means that following Member approval at its scheduled meetings for payments to be made, the Clerk will process the transaction and the system will automatically send an email to the named signatories so that they can then authorise the BACS payments via the internet or by telephone.

The bank also offers a corporate multipay card which allows for the payment of day-to-day good and services and provides a level of control through setting spending limits for single transactions as well as monthly spend and the option to block categories of spend.

After some discussion and questions, it was **RESOLVED** that the parish council considers this further after the May 2019 elections.

1965 Date of next meeting: The next meeting of the Parish Council will be held on **Monday 8th April 2019**. The meeting closed at 7.55pm



Clerk to the Council Date:

Chair

Date:

Thurnham and Glasson Parish Council Correspondence – April 2019 meeting



Date	Sender	Topic
14/03/2019	Cllr Mrs E Stott	Cllr Mrs E Stott
20/03/2019	Lancaster City Council	Planning Application 19/00325/FUL
25/03/2019	Mallatite	Speed Indicator Devices
27/03/2019	Parish Clerk	Draft Minutes March 2019 meeting
27/03/2019	Glasson Action Partnership	2019/2020 Precept
29/03/2019	Parish Clerk	Draft Newsletter 2 nd Edition
01/04/2019	Cllr Mrs E Stott	On site meeting to discuss summer planting
02/04/2019	Troy Planning & Design	Neighbourhood Planning 2019
02/04/2018	Parish Clerk	Charging for elections

c/o 21 Pennine View, Glasson Dock.

27th March 2019

Dear Chairman and Councillors,

Glasson Action Partnership members have noted with regret and disappointment the decision by the Parish Council to keep the Precept for the 2019-2020 financial year at the same level as several years previously.

Although funds currently exist to cover any untoward issues, it is clear from the budget forecast that almost three quarters of the Precept of £4,600 will be spent on administration and lengthsman duties, leaving an inadequate one quarter of the year's allocation for everything else.

We consider that an opportunity has been missed to improve the balance available for next year when the Parish Council will use the outcome of a Residents Survey to prioritise work to be done during 2020-2021.

We would strongly suggest the Lengthsman's hours and planned maintenance of the parish environment will make the appropriate use of available reserves, thereby giving visible evidence to residents of how money is being spent.

It is unfortunate that at the end of four years service on the Parish Council, GAP members end our association with you, our current Parish Council, on a somewhat critical note.

However, we wish to stress our appreciation of your interest and support to us over this period, not only in financial ways but in listening and acting upon matters we brought to your attention. We would like to wish all Parish Councillors, those leaving and those remaining, all the very best for the future.

With kind regards

Chair/Secretary, for and on behalf of
Glasson Action Partnership.

The Chairman and Parish Councillors
Thurnham and Glasson Parish Council.



Contact: DM Technical Team
Telephone: (01524) 582950
Email: dm@lancaster.gov.uk
Website: www.lancaster.gov.uk
Our Ref: 19/00325/FUL



Jane Lingings

**Directorate for Economic Growth and
Regeneration**

PO Box 4
Town Hall
Lancaster
LA1 1QR

20 March 2019

Dear Sir/Madam

PARISH COUNCIL/NEIGHBOURHOOD COUNCIL PLANNING CONSULTATION

Application No. : 19/00325/FUL
Proposal : Erection of a single storey rear extension
For : Mr Kevin Hall
Site Address : Tall Trees, Conder Green Road, Conder Green, Lancaster, Lancashire
LA2 0BG

I have recently received the above planning application and am writing to give your Council an opportunity to comment if you wish. Further details of this application are available via Public Access –

<http://www.lancaster.gov.uk/planning/view-applications-and-decisions>

You should let us have your comments in writing, **preferably by sending an email to dconsultation@lancaster.gov.uk** within 21 days of the date of this letter. If your Council needs a few extra days to decide its comments this may be able to be accommodated. However, you must make arrangements as to when the comments will be made. If you have any queries regarding the planning applications the officer dealing with it will be .

All relevant comments will be taken into account when a decision is made. However, you should be aware that any representations you may make will be made available for public viewing on the Council's web site in accordance with the Freedom of Information Act 2000 and other relevant legislation. In the interests of economy we cannot acknowledge or reply to any comments submitted in writing. You can check your comments have been received using Public Access, allowing 5 days from the date of receipt for your comments to be made available on the web site.

The Council has a scheme that permits members of the public to speak at Planning Committee. Should the Parish Council wish to avail itself of this opportunity please advise me in writing and also notify Administrative Services on 582903. Should you wish to find out if this application is being considered by Planning Committee, please check Public Access.

Yours faithfully

DM TECHNICAL TEAM

Thurnham & Glasson Parish Council

Planning Application Comments & Decisions

April 2019 meeting



Application Number / Description	Parish Council Comment	Planning Authority Decision / Status
<p>18/00902/FUL - Change of use of pub to mixed use unit comprising of bar at ground floor; 2 holiday flats on the first floor; 2 residential flats on the second floor & demolition of rear link & change of use of barn & outbuildings to form 4 2-bed dwellings – Victoria Hotel, Victoria Terrace, Glasson Dock</p> <p>18/00903/LB - Listed building application for internal and external alterations to facilitate planning application 18/00902/FUL</p>	Comments in support of the application with conditions	Awaiting Decision
<p>18/01336/FUL - Erection of a portal frame warehouse building – Glasson Basin Marina, School Lane, Glasson Dock LA2 0AW</p>	Supported in principle	Awaiting Decision
<p>18/01630/FUL - Installation of a sculpture with information panel, Slack Lane, Thurnham – Morecambe Bay Partnership</p>	Supported in principle	Application Permitted
<p>19/00121/VCN: Change of use application for caravan site to have an all year-round holiday occupancy (pursuant to the variation of condition 4 on planning permission 12/00492/CU to remove the need to keep up to date Council Tax bills for owners/licensees) - Marina Caravan Park Glasson Dock Road Glasson Dock Lancashire</p>	‘Neutral’ comments requesting assurances that site will be for ‘holiday’ caravans only & that a register is maintained of owner/occupiers & their residential addresses	Application Permitted
<p>19/00140/FUL: Erection of single storey rear extension – 1 West View, Glasson Dock LA2 0DF</p>	Supported in principle	Awaiting Decision
<p>19/00168/REM: Reserved matters application for the erection of one dwelling – Woodside, Ashton Road, Ashton-with-Stodday</p>	Supported in principle	Awaiting Decision

Thurnham & Glasson Parish Council Newsletter

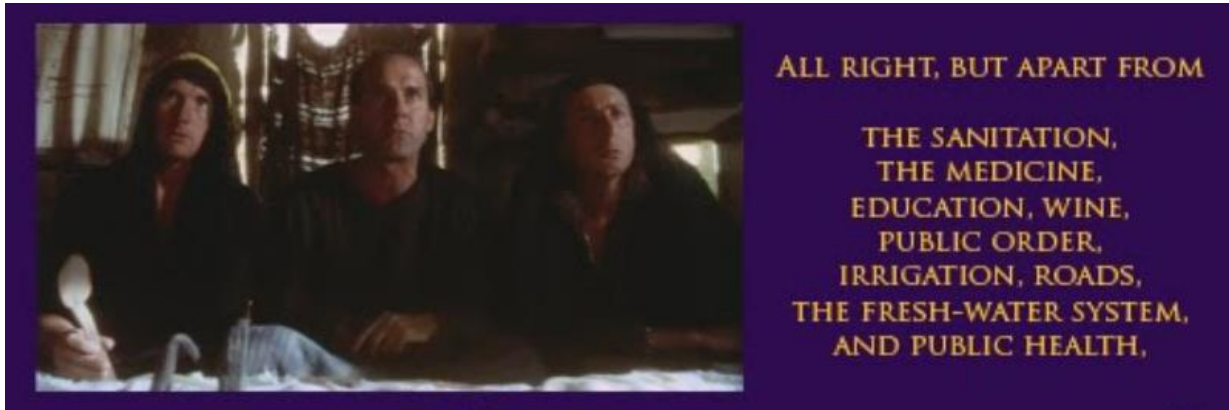
Contact: Bob Bailey, Parish Clerk—28 Wilson Grove, Heysham LA3 2PQ; Tel: 07828 254 149

Email: clerk@thurnhampc.org

Website: <http://www.thurnham-parishcouncil.org/>

April May/2019

Issue 2



What have the Romans council ever done for us?

How often do we hear people say, “the council should do something about that” or “what do I pay my Council Tax for?” But do you know which council is responsible for providing each of our public services and spending your Council Tax? If the answer to these questions is “no”, then you might find the following article useful.

Size matters

Local government in England can be difficult to understand. In some parts of the country (including other parts of Lancashire) there are **unitary** authorities like Blackpool and Blackburn with Darwen which provide most of their local council services funded through Council Tax.

Here in Thurnham and Glasson the situation is a little more complicated as there are three levels of local government. First, is **Lancashire County Council** which takes the lion’s share of the Council Tax and is responsible for important services such as adult social care, children’s services and many schools, highways, trading standards, libraries and archives, waste and recycling centres to name just a few.

Lancaster City Council, responsible for housing, street cleaning, refuse collection, planning, parks and leisure facilities and environmental health. And last, but by no means least, we have the smallest body of local government, parish/town councils – in our case **Thurnham & Glasson Parish Council**.

The parish council manages community amenities such as a range of general and grounds maintenance activities carried out by our lengthsman; overseeing the play area grounds and equipment and the flower displays around the village. In addition, the parish council has several specific powers at its disposal ranging from the provision and maintenance of allotments, open spaces and parks to public clocks!

The parish council also considers planning applications on developments within the local community and gets involved in a range of consultations from commenting of the City Council’s Local Plan to County and City plans and proposals on such matters as consideration of policies on open green space and air quality.

The parish council is in regular contact, and has developed good working relationships, with other organisations in and around the local area including the Canal and Rivers Trust, Lancaster Port Commission, British Waterways Marina’s Limited and Glasson Grain.

Recently we have been instrumental in (re)introducing a sixth monthly liaison meeting involving the Port Commission, Glasson Grain and Lancaster City Council. As a result a number of agreed actions are now being taken forward to address several issues that are important to our local community.

The parish council also supports local activities such as funding the cost of the annual Christmas tree and lights, community events and the work of the Glasson Action Partnership.

We are in the process of developing a Thurnham & Glasson Community Emergency Plan a- the result of a public event last year - and we will be considering the purchase of emergency equipment to be stored at the Village Hall(s) that can be used to improve resilience and keep the local community safe and warm should there be a major disaster.

Parish councillors are proud to serve the community as committed (and unpaid) residents of the village. There are normally seven parish councillors and all places are up for election in May.

What about the money?

Thurnham and Glasson parish council has one part-time employee, the parish clerk, who ensures the smooth administration of the parish council's day-to-day business and sound financial management and whose duties include updating the parish council's website.

The parish council receives a very small proportion of your Council Tax to support its work in the form of a "precept" and for the coming financial year it will be asking for an average of 37p a week for a typical Band D property.

We believe the parish council uses your money sensibly and honestly to promote, protect and develop our village. But we serve the local community and we want to hear what you think.



So, whether you have an idea about how we can make improvements to local amenities or you want reassurances about how we are spending the precept we want to hear from you.

Please contact us by email: clerk@thurnhampc.org or by telephone: 07828 254 149.

Perhaps you might like to consider standing for election to the parish council in May? If so, you can obtain more details on how to set about doing this from elections@lancaster.gov.uk.

Local Elections



Voters will go to the polls on **Thursday 2nd May** to elect 60 new councillors to represent them on Lancaster City Council. Seven councillors for **Thurnham & Glasson Parish Council** will also be elected.

Become a councillor: All councils are led by democratically elected councillors who set the vision and direction and represent their local community. Councillors are elected to the local council to represent their own local community, so they must either live or work in the area.

Being an effective councillor requires both commitment and hard work, but the role offers the chance to make a huge difference to the quality of life for people in your local area.

If you want to be a councillor, you must make sure that you are officially nominated. This means getting people to sign your nomination papers (signatories must be registered electors in the ward where you wish to stand) available from elections@lancaster.gov.uk.

For more detailed information please visit the [Be a councillor](#) website. There is additional support available if you're disabled and considering standing for elected office.

Bob Bailey, Parish Clerk