

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a Meeting Held on Wednesday 12<sup>th</sup> April 2023**  
**at 7:30 in the Parish Hall, Crosby-on-Eden**

**PRESENT**

The Chairman Cllr C Nicholson, Cllr's A Coles, H, Phillips, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Cumberland Cllrs H Davison, J Mallinson and B Wernham. Thirty-six members of the public.  
The Clerk, S Kyle.

**SR 281/04/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs E Leitch and D Milburn.

**SR 282/04/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8 MARCH 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**SR 283/04/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

A previously granted dispensation for Cllr Robinson remains current, with regards to planning application 22/0297. No other requests for dispensations or declarations of interest were made by Cllrs.

Cumberland Cllr J Mallinson noted that he had been appointed to the Planning Committee of Cumberland Council and would therefore not be offering any opinion or support with regards to planning matters, although could provide factual information.

**SR 284/04/23 PUBLIC PARTICIPATION**

**284.1 Cumberland Cllrs: Receive Reports from Cumberland Councillors**

The Chairman welcomed the three newly vested Cumberland Cllrs to the meeting, advising them that it was the Parish Council's custom and practice to refrain from introducing party politics in to debate before inviting each to report to the Council on matters affecting their ward or the parish.

Cllr Mallinson having being re-elected, gave way to the newly elected Cumberland Ward Councillors.

Cllr Wernham was politely reminded on multiple occasions that the PC meeting strives to be non-party political and was asked to restrain himself from introducing the practice, and that the purpose of the item on the agenda is to allow the presentation of reports to the Parish Council, not an opportunity to personally hold a public meeting. Cllr Wernham then reported his concerns in reference to planning application 22/0297, particularly regarding Police concerns surrounding the access road and the lack of s106 contribution, including towards education.

Cllr Davison thanked the Council for the invitation to attend and report. She reported on two matters relevant to residents. The first regarding the waste incinerator application at Harker, noting she was supporting resident objections. Cllr Davison also reported on a community tree planting initiative taking place at the Kingmoor Nature Reserve.



## 284.2 Members of the Public

Members of the public were welcomed to the meeting, with the majority in attendance to provide representations regarding planning application 22/0297. Members of the public were invited to speak for up to three minutes each during the allotted twenty-minute period of public participation.

- Resident A thanked the Council for the opportunity to speak, stating she had been recently blocked on social media by a Cumberland Cllr so was unable to articulate her views now in that manner. She sought clarity regarding the opposition of some to the increase in housing, given the increase in population, including from immigrants who are currently residing in hotels.

The Chairman responded confirming that it was the appropriateness of the site that was causing Parish Council concern, including access issues, rather than any question of the need for low-cost housing.

- Resident B queried why we need 100 more properties when it is reported that there are currently 3,600 empty properties in the district?

Cumberland Cllr Mallinson reported on Cumberland Council policy, with financial penalties, to encourage the occupation of empty dwellings.

- Resident C expressed concerns regarding the lack of infrastructure, including dentists, for existing residents and questioned how services could cope with more residents?

- Resident D reported an error in the planning documents, detailing the incorrect siting of trees subject to a Tree Preservation Order. He detailed how the incorrect detail of the tree location on the document meant that block plans for building locations were consequently incorrect.

- Resident E expressed serious concerns regarding highways safety on Tarraby view, citing four to five near misses per day as vehicles were unable to pass due to the narrow road. She queried the effect that a further 200 cars would therefore have.

The Chairman added to this comment, noting the effect of HGV's including during the construction phase, would be detrimental to existing residents.

- Resident F questioned the description of the development site, noting that only one field, shown as U11 within the Carlisle Council District Plan 2015 - 2030, was ever identified for housing development. They reported that the second field, had not been approved for development and was approximately 60% of the area within the red proposal line.

Resident F also expressed concerns regarding the repeated flyers that were being received by householders stating, incorrectly, that the construction traffic for the development will use Lansdowne Crescent for access to the building site. Such inaccuracies were also being posted by a Cumberland Councillor on the Knowfield/Nextdoor community web site. The Chairman confirmed that this was inaccurate and



no mention of any such construction road is contained in any of the planning documents.

- Resident G reported discussions with the planning officer in November and questioned the accuracy of the planning documentation citing visitors would be able to park on household drives.
- Resident H requested clarification on what is to become of the closed Belah school site and the proposals for education provision north of the river?  
Cumberland Cllr Mallinson reported that it was unlikely that the Belah site would ever re-open as a school and that the new development proposed were citing viability under the provision for low-cost housing to remove their need to provide s106 contributions.

Cllr Wernham questioned the part that Parish Council's would take under Cumberland Council proposals for community panels.

*Thirty-four members of the public left the meeting at 8.10pm.*

#### **SR 285/04/23 PLANNING MATTERS**

**285.1 Resolved** to ratify responses to planning applications submitted out with the meeting:

**23/0165 Rose Cottage, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX** - Erection of Two Storey Side & Rear Extension with Front Porch to Provide Entrance Hall with W.C., Extended Kitchen/Living Area, Utility Room and W.C. To Ground Floor with New Stairs to Gallery Landing, 3no. Bedrooms, And Dormer Windows Above; Erection of Detached Garage/Workshop with Solar Panels to Roof

**23/0198 The Hawthorns, Linstock, Carlisle, CA6 4PY** - Variation of Condition 2 (Approved Plans) Of Previously Approved Planning Permission 23/0022 (Erection of Single Storey Rear Extension to Provide Garden Room) To Change French Doors with PVCu Frames to Bi-Folds with Aluminium Frames

**285.2 Resolved** to consider new applications:

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle** - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access

Further to the public representations, and previous Parish Council concerns regarding infrastructure, drainage, and access, it was **resolved** that an objection be compiled by the Planning Working Group for submission, with ratification in May.

**23/0057 Ganavan, Park Broom, Carlisle, CA6 4QH** - Raising of Roof Height Over Section of Loft Area to Create 1no. Bedroom & Bathroom; Erection of Side Facing Dormer; Removal of Existing 4no. Flue Chimney and Erection of Replacement Single Flue Chimney

**Resolved** that the application be determined in accordance with local and national planning policy and guidance.



*Cumberland Cllr Davison and Cllr Phillips left the meeting at 8.15pm.*

*Cllr Phillips returned to the meeting at 8.18pm.*

**23/0162 Cavalaire, The Knells, Houghton, Carlisle, CA6 4JG** - Demolition of The Building Formerly Known As 'Rose Cottage' & Erection of Replacement Dwelling

**Resolved** that the application be determined in accordance with local and national planning policy and guidance.

**23/0180 Westbank Cottage, 22 The Green, Houghton, Carlisle, CA3 0NF** - Change of Use from Residential to Photography Studio on Ground Floor and Massage/Beauty Therapist on First Floor

**Resolved** that the application be determined in accordance with local and national planning policy and guidance.

*Cumberland Cllr Wernham left the meeting at 8.25pm.*

**23/0219 47 Antonine Way, Houghton, Carlisle, CA3 0LG** - Erection of Two Storey Side Extension to Provide Garage, Utility & Kitchen on Ground Floor with En-Suite Bedroom Above

**Resolved** that the application be determined in accordance with local and national planning policy and guidance.

**23/0109 - Land at Fern Bank, Linstock, Carlisle, CA6 4PZ** - Erection Of 2no. Dwellings (Outline)

**Resolved** that following amended plans, the Parish Council has no objection to the amended application.

**23/0021 Rickerby Retreat, Rickerby, Carlisle, CA3 9AA** - Erection of Car Port with Roof Mounted Solar Array Installation

**Resolved:** A draft response to be compiled by the Planning Working Group for submission with ratification in May.


**285.3 Resolved** to note permission notices received:

**23/0022 The Hawthorns, Linstock, Carlisle, CA6 4PY** - Erection of Single Storey Rear Extension to Provide Garden Room

**23/0062 59 Millcroft, Carlisle, CA3 0HT** - Erection of Single Storey Extension to Rear to Provide Additional Living Accommodation; Front Extension to Provide Porch on Ground Floor with New Roof Over to Create First Floor Area; Installation of Solar Panels to Rear Elevation; Extension to Driveway

**22/0034 TPO (Plots 6 & 8) Land at Lansdowne Close, Carlisle, CA3 9HN** - Pollard 1no. Ash Tree to 5m, Crown Raising By 10% Canopy Volume To 1no. Oak & 1no. Ash Tree

Cumberland Cllr Mallinson noted that reforms to the development control committee were proposed, which might increase the number of objections required to trigger committee decision making.



**285.4 Resolved** to note updates with ongoing planning applications:

**19/0452 - L/A Croft House Brunstock**

Problems with anti-social behaviour on-site were re-reported. Legal matters remain ongoing. It is believed that one house is now occupied.

**SR 285/04/23 VILLAGE MATTERS**

**285.1 Houghton Village Green Drainage (1 – 8 The Green)**

It was reported that the Chairman and Clerk had visited the Archive Office to collate minute references that may have been relevant to the ownership of the drain. A copy of all information collated has been sent to a resident. It was also reported that a drainage survey has been undertaken, although only partially due to a wooden post being installed on the Green which has pierced the drainage pipe and blocked access to the camera.

**Resolved** to investigate ownership of the wooden post before any further action can be taken.

*One member of the public left the meeting at 8.43pm.*

**SR 286/04/23 CLERK'S REPORT**

*Goalposts*

The new goalposts have been installed at Linstock, Houghton and Crosby. Cllr Phillips reported that the posts have already been damaged by children in Houghton. The Clerk is to purchase net pegs and have repair works carried out.

*A689 Safety*

A letter had been sent to Highways detailing concerns over both traffic and wildlife safety. A response had been received in a timely and helpful manner. Discussion was held regarding the unsuitability of the road as a trunk road.

*Rickerby Park Trading Application*

Correspondence had been received regarding the above application to supply refreshments in Rickerby Park. The Clerk was delegated to write to the licensing authority to request that litter be kept under control, particularly in the neighbouring village of Linstock.

**SR 287/04/23 HIGHWAYS MATTERS**

**287.1 Speed Indication Device**

Cllr Savory reported that the device had now been installed on Houghton Road. Its orientation (and where necessary, location) can be moved although would require two personnel due to its weight. Thanks were given to Steve Splinter for his assistance with its installation and to Julian from Pandora for their assistance in the data collection and analysis procedures. Cllr Savory provided some initial statistics from the unit and will provide a further detailed report in May. Cllr Savory also noted that the Speedwatch scheme will continue, although it was unclear when the gun would next be available.

*One resident left the meeting at 8.55pm.*



## SR 288/04/23 FINANCE MATTERS

### 288.1 Payments

Resolved that the following payments be approved:

Payee	Details	TOTAL
Sarah Kyle	April Salary	£1438.08
HMRC	April PAYE	£227.95
HMRC	April Pension	£105.30
Houghton Village Hall	Rental	£16.00
Cluaran Landscapes	Goal post installation/hedge cutting	£588.00
Cumbria Payroll	Annual Invoice	£252.00
	<b>TOTAL</b>	<b>£2627.33</b>

### Invoices from Previous

#### Year

CBS	Bank Charge (CHAPS)	£25.00
Unity Bank	Bank Charge	£18.00
Pandora	SID	£4038.00
Linstock WI Hall	Grant	£2010.74
	<b>TOTAL</b>	<b>£6091.74</b>

### 288.2 Bank Reconciliation

Balances at bank as of 31<sup>st</sup> March 2023:

Cash Account	£997.10
Unity Bank (current a/c)	£409.33
Unity Bank (savings a/c)	£47,148.05
Income to 31/03/23	£55,017.13
Expenditure to 31/03/23	£67,727.88

### 288.3 Receipts

Resolved to note the receipts of £148.05 bank interest from Unity Bank and £8.05 wayleave from ELNW.

*Cumberland Cllr Mallinson left the meeting at 9pm.*

### 288.4 Grant Scheme 2023/24

Resolved to award grants following the receipt of two applications received specifically for the King's Coronation:

- Houghton in Bloom, £116.52 towards commemorative planting
- Houghton School PTA, £100, towards a commemorative community event

Cllr Nicholson noted a partial interest in the latter, due to his spouse being treasurer for Houghton Village Hall, who will be involved in the event.

## SR 289/04/23 COUNCILLOR MATTERS

Cllr Coles reported ongoing anti-social behaviour on Eden Gate with egg throwing. It was urged that residents report any incidents to the Police.

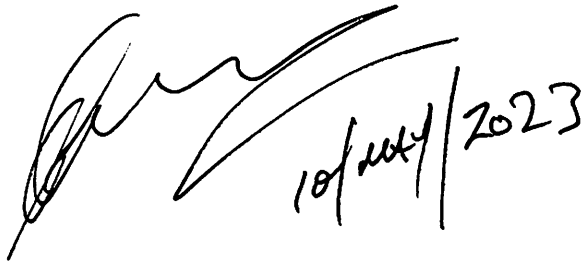


Cllr Phillips noted that this would be his last meeting as a Parish Councillor and thanked everyone for their support, help, advice, and friendship. Cllr Nicholson reciprocated the thanks and wished Cllr Phillips well in his future projects.

**SR 290/04/23 DATE OF NEXT MEETING**

Resolved that the Annual Meeting of the Parish Council will be held on Wednesday 10<sup>th</sup> May in Houghton Village Hall. The meeting will begin directly after the closure of the Annual Parish Meeting will commence at 7pm.

There being no further business the Chairman closed the meeting at 9.18pm.



10/05/2023

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of the Annual Meeting, Held on Wednesday 10<sup>th</sup> May 2023**  
**at 7:10 in the Village Hall, Houghton**

**PRESENT**

The Chairman Cllr C Nicholson, Cllr's A Coles, E Leitch, P Nedved, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Cumberland Cllr B Wernham. Five members of the public. The Clerk, S Kyle.

**SR 291/05/23 ELECTION OF CHAIRMAN FOR COUNCIL YEAR 2023/24**

**Resolved** to elect Cllr C Nicholson as Chairman for the forthcoming Council year. Cllr Nicholson signed his Declaration of Acceptance of Office for Chairman.

**SR 292/05/23 APPOINTMENT OF VICE-CHAIRMAN**

**Resolved** to appoint Cllr C Savory as Vice-Chairman for the forthcoming Council year.

**SR 293/05/23 DECLARATION OF ACCEPTANCE OF OFFICE**

Further to the uncontested election, all elected and present Cllr's signed their Acceptance of Office forms in the presence of the Clerk.

**SR 294/05/23 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**SR 295/05/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 12 APRIL 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**SR 296/05/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

Requests for dispensations were received and granted to Cllrs Coles, Leitch, Nicholson, Robinson and Savory, in respect of precept setting.

A request for dispensation in respect to planning matters relating to application 22/0297 was received and granted to Cllr Robinson.

Declarations of interest were made by Cllr Leitch in respect of planning applications 23/0220, 23/0221 and 23/0627; the applicants being known to her.

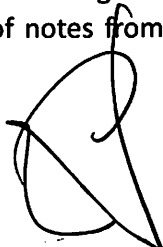
A pecuniary declaration of interest was also made by Cllr Nicholson in respect of item 303.4, his spouse being treasurer of Houghton Village Hall.

**SR 297/05/23 PUBLIC PARTICIPATION**

*Public participation commenced at 7.17pm.*

**297.1 Members of the Public**

Resident A, regarding the on-going drainage issue on Houghton Village Green, stated that the Chairman had read extracts from minutes in 1927 and 1928 at the Parish Council meeting of 14<sup>th</sup> December 2022 and at a drainage meeting on 5<sup>th</sup> December 2022. She confirmed that she had requested a copy of notes from, and evidence referred to, at this meeting. She





continued that, after reviewing the evidence she had been provided with, she disputed the Chairman's reading of said minutes and questioned if this had been in haste to summarise or intended to mislead. The Chairman expressed great opprobrium with regard to the unwarranted accusation and requested it be retracted immediately. Resident A refused to retract her statement.

Discussion continued and Resident A asked if the Parish Council had ever been made aware of the historic information. Resident B stated he had been a Parish Councillor previously and had participated in both researching archive documents and subsequent discussion of the findings at Parish Council meetings.

Resident A requested more concrete evidence be provided in evidence of the Council's position, stating that in her opinion none to date was conclusive. The Chairman stated that the converse was also the case.

Resident C, also regarding the on-going drainage issue on Houghton Village Green, expressed disappointment at the lack of collaboration and queried why she had not been informed that the camera survey was taking place. She was reminded that she had been informed on an earlier occasion that due to weather and the contractor's schedule, the survey had been conducted at the contractor's discretion. She further expressed disappointment in the length of time the matter was taking and that she believed the Council did not see the matter as urgent. The Chairman advised she may contact the camera contractor directly.

Resident D, after noting dissatisfaction with the length of time allocated to public participation, expressed renewed complaints regarding the boulders on Houghton Village Green and requested Council opinion on their continued use. The Chairman noted the matter had been closed some months ago. Resident D reiterated his previously expressed belief that the boulders were dangerous.

Resident D also noted concerns over an area of grass on the Village Green; it was confirmed this was a wildlife initiative and would be mown once the flowers had ended their growth cycle.

Resident D finally requested consent for the laying of kerbstones on Houghton Village Green and a water pipe. He was advised to put the request in writing with a properly drawn plan so that it can be considered fully by the Council.

#### **297.2 Cumberland Cllrs**

Cllr Wernham recounted an occasion of censorship forty years ago and a recent local incident regarding the censorship of a film at a Carlisle community centre. He requested opinion on whether the Parish Council supported such arbitrary censorship. The Chairman stated that, in his view, it did not, and invited Cllr Wernham to make representations specific to the parish or regarding Cumberland Council. Cllr Wernham then spoke briefly on the structure of Cumberland Council.

*Public participation ended at 7.48pm.*

A handwritten signature in black ink, consisting of a large, stylized 'W' followed by a vertical line and a small flourish at the bottom.

**SR 298/05/23 PLANNING MATTERS**

**298.1 Resolved** to ratify responses to planning applications submitted outwith the meeting:

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle** - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access

Concerns over the planning portal were noted with Cllr Wernham being asked to confirm if he had taken up complaints about the system from Cllr Robinson. He responded affirmatively.

**23/0021 Rickerby Retreat, Rickerby, Carlisle, CA3 9AA** - Erection of Car Port with Roof Mounted Solar Array Installation

*Cllr Wernham and five members of the public left the meeting at 7.53pm.*

**023/0220 & 23/0221 Old School Cottage, Rickerby, Carlisle, CA3 9AA** - Widening of Existing Doorway Together with Fixed Lights Either Side, Rearrangement of Existing Parking Bays & Erection Of 1m High Fence & Gates

**298.2 Resolved** to consider planning applications received:

**23/0267 Avalon, Rickerby, Carlisle, CA3 9AA** - Demolition of Existing Porch & Garage; Erection of Two Storey Extension to Provide Office & Extended Hallway on Ground Floor with Galleried Landing, Extended Bedroom and En-Suite Above; Revision of Previously Approved Annexe (21/0310) joined to Main Dwelling Via Single Storey Car Port Link to Provide Garaging & Games Room on Ground Floor With 2no. Bedrooms (1no. En-Suite) Above

**Resolved** that a draft response be compiled and submitted for ratification at the next meeting.

**298.3 Resolved** to note permission notices received:

**23/0057 Ganavan, Park Broom, Carlisle, CA6 4QH** - Raising of Roof Height Over Section of Loft Area to Create 1no. Bedroom & Bathroom; Erection of Side Facing Dormer; Removal of Existing 4no. Flue Chimney and Erection of Replacement Single Flue Chimney

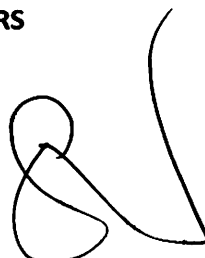
**23/0165 Rose Cottage, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX** - Erection of Two Storey Side & Rear Extension with Front Porch to Provide Entrance Hall with W.C., Extended Kitchen/Living Area, Utility Room and W.C. To Ground Floor with New Stairs to Gallery Landing, 3no. Bedrooms, And Dormer Windows Above; Erection of Detached Garage/Workshop with Solar Panels to Roof

**298.4 Resolved** to note updates with ongoing planning applications:

**19/0452 - L/A Croft House Brunstock**

The Parish Council had been informed by the resident that Cumberland Council had inherited liability of the above matter from Carlisle City Council and a settlement has now been reached. The matter will therefore be removed from the Parish Council agenda as a standing item.

**SR 299/05/23 ADMINISTRATIVE MATTERS**



### **299.1 Programme of Meetings**

**Resolved** to adopt the proposed calendar of meetings for the forthcoming Council year as circulated alongside the agenda. Meetings will take place on the second Wednesday of each month, except for July (third Wednesday) and August (no meeting). Apologies were provided by some members in respect of various meetings; it is suggested that the February meeting will potentially be postponed but each meeting will be reviewed at the time.

### **299.2 Review of Policies and Procedures**

**Resolved** to agree the review undertaken by the Clerk of the Council's Standing Orders; Financial Regulations, complaints procedure; procedures and practices in respect of freedom of information, General Data Protection Regulations; and policy for dealing with the press/media, with no amendments suggested.

### **299.3 Appointment of Representatives to Outside Bodies and Appointment of Working Groups/Committees**

A report outlining the proposed abandonment of the above system, except for the Finance/Risk working group and planning working group, had been circulated alongside the agenda.

**Resolved** to largely abandon the previous working group structure. Also resolved to appoint:

- Finance Risk Working Group: Chairman, Vice-Chairman, and one/two Cllr's on an ad-hoc rota basis per meeting.
- Planning Working Group: Cllr's Nicholson, Robinson, and Watson (Cllrs Coles and Nedved in reserve)

It was also noted that any matters relating to flooding (EA) will be forwarded to Cllr Leitch.

### **SR 300/05/23 VILLAGE MATTERS**

#### **300.1 Houghton Village Green Drainage (1 – 8 The Green)**

Discussion was held regarding the above, including noting that at least two members of the Council had been approached by residents outside of a meeting. It was also noted that the approach for a camera survey had been made the day following the December meeting, therefore the matter had not been delayed through any action of the Parish Council.

**Resolved** to seek written legal opinion regarding the matter. Any legal helpline available through the Parish Council insurance will be initially sought, although expenditure may be incurred at a local solicitor to progress the matter.

### **SR 301/05/23 CLERK'S REPORT**

#### *Goalposts*

The new goalposts pegs have been ordered and nets will be installed as soon as possible.

#### *Rickerby Park Trading Application*

The Clerk had written to the licensing authority to request that litter be kept under control, particularly in the neighbouring village of Linstock. Cllr Leitch noted her ongoing personal objection regarding the suitability of the venture, which she explained faces the Cenotaph.

### **SR 302/05/23 HIGHWAYS MATTERS**



### 302.1 Speed Indication Device

Data had been circulated prior to the meeting indicating a range of information obtained from the device. Relevant parts of this data will be shared with Cumbria Police.

**Resolved** to rotate the device on a quarterly basis and to continue with summary reporting of data at future meetings.

### SR 303/05/23 FINANCE MATTERS

#### 303.1 Payments

**Resolved** that the following payments be approved:

Payee	Details	TOTAL
Sarah Kyle	May Salary & Reimbursements	£1474.95
HMRC	May PAYE	£227.95
HMRC	May Pension	£105.30
Houghton Village Hall	Grant (2022/23)	£2,597.94
CALC	Subscription	£519.25
SLCC	Subscription	£222.00
BHIB	Insurance	£927.00
Play Inspection Company	Inspection	£210.00
Cluaran Landscapes	Grounds maintenance	£246.00
Houghton In Bloom	Grant	£116.52

#### 303.2 Bank Reconciliation

Balances at bank as of 30<sup>th</sup> April 2023:

Cash Account	£1,005.15
Unity Bank (current a/c)	£2,282.00
Unity Bank (savings a/c)	£89,148.05
Income to 30/04/23	£46,508.05
Expenditure to 30/04/23	£2,627.33

#### 303.3 Receipts

**Resolved** to note the receipts of £45,500 precept from Cumberland Council.

#### 303.4 Grant Scheme 2023/24

**Resolved** to award grants following the receipt of two applications received and scrutiny by the Finance/Risk working group:

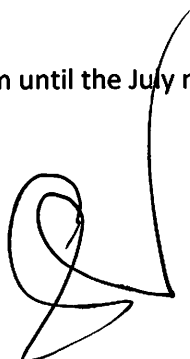
- Houghton in Bloom, £600.00 towards annual planting costs
- Houghton Village Hall, £426.68, towards LED lighting

*Cllr Nicholson left the room during discussion of the latter and took no part in the decision-making process.*

Also resolved to open the second round of grant funding in due course, for consideration at the October meeting.

#### 303.5 Bank Mandate

**Resolved** to defer the item until the July meeting.



### **303.6 Internet Banking**

**Resolved** to reconfirm approval for the Clerk to authorise internet banking payments; also to confirm approval for the direct debit for ICO and pension payments to continue.

### **SR 304/05/23 COUNCILLOR MATTERS**

**Cllr Leitch** reported praise for the Linstock play area equipment from a member of the public.

**Cllr Watson** requested an update regarding progress with Brunstock Pond. It was confirmed that the contractor has planned works on 18<sup>th</sup> May and 25<sup>th</sup> May. Cllr Watson was requested to attend on-site if available.

**Cllr Nicholson** noted a complaint regarding grass cutting in Linstock. He also reported a complaint regarding the road surface in Tarraby caused by ongoing construction works.

**Cllr Nedved** reported on the availability of Cumberland Council grants for Green Spaces.

### **SR 305/05/23 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 14<sup>th</sup> June at 7.30pm in Linstock WI Hall.

### **Exclusion of Press & Public - Part B Item**

The following item is considered confidential and the exclusion of members of the public or press as permitted under the Local Government Act 1972 is necessary.

#### **SR 306/05/23 Staff Arrangements**

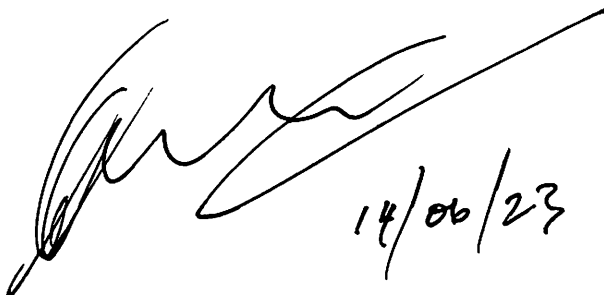
*The Clerk left the meeting for this item.*

A paper outlining recommendation of the Finance/Risk Working Group had been circulated alongside the agenda to members.

#### **Resolved:**

- A new post of Assistant Clerk be created, to be employed for 20 hours per month on scale 7 – 17.
- The existing post of Clerk/Responsible Financial Officer be reduced from 96 hours per month to 65 hours per month and re-graded to salary scales 18 – 28.
- The Clerk to be moved incrementally to point 24 with effect from 1 June 2023.

There being no further business the Chairman closed the meeting at 8.50pm.



14/06/23

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a meeting held on Wednesday 14<sup>th</sup> June 2023**  
**at 7:30 in the WI Hall, Linstock**

**PRESENT**

The Chairman Cllr C Nicholson, Cllr's E Leitch, P Nedved, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Thirteen members of the public. One member of the press. The Clerk, S Kyle.

**SR 307/06/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr A Coles. Apologies were also noted from Cumberland Cllrs J Mallinson and B Wernham.

**SR 308/06/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 10 May 2023**

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**SR 309/06/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

Requests for dispensations were received and granted to Cllrs Leitch, Nedved, Nicholson, Robinson, Savory and Watson in respect of all matters relating to planning application 23/0273.

Declarations of interest were made by Cllr Leitch in respect of planning application 23/0267; the applicant being known to her.

**SR 310/06/23 PUBLIC PARTICIPATION**

*Public Participation began at 7.34pm.*

**311.1 Members of the Public**

Further to a public meeting held on 10 June 2023 regarding planning application 23/0273, with approximately 250 residents in attendance, members of the public were invited to make additional representations to supplement the views already heard.

Resident A summarised representations made at the public meeting on 10<sup>th</sup> June, noting the collective feel for the unsustainable development. He reiterated concerns including several elements of apparent contradiction with the local development plan, traffic, school places, drainage, the effect on the world heritage site and listed buildings. He stressed the impact that the development would have on the community.

Resident B reported further inconsistencies in the planning application, including issues regarding drainage and noise.

Resident C noted concerns regarding noise pollution effects that the proposed acoustic fence may have upon their property.



Resident D requested clarification over what form the response from the Parish Council would take? The Chairman suggested they consider previous objections lodged in response to large scale development for examples. It was also reported that Parish Council would register a right to speak.

Resident E provided thanks to the Council for the meeting held on Monday and providing residents the opportunity to have their say.

Resident C requested further information on a proposed drop-in by the developers. The Chairman noted that all requests for a further public meeting involving them had been denied. He confirmed a drop-in session would be hosted by the developers from 4pm to 8pm on 28<sup>th</sup> June in Houghton Village Hall. The Chairman is to request that the Cumberland Cllr's attend this drop-in for at least part of the time.

Concerning alternative parish matters, resident E noted she had provided comments regarding the accuracy of the May minutes, which she had requested be circulated to members. The Chairman confirmed the comments had been shared with Cllrs. She further noted that she had seen in the May minutes that the Council proposed incurring expenditure on legal expenses to determine legal ownership of the drain adjacent to 1 – 8 The Green. Resident E implored the Council to consider spending any money contributing towards to drain repairs, rather than on legal fees. Furthermore, she reported welfare concerns for an adjacent resident and requested the matter be resolved prior to them having to endure another winter with the drainage issues.

Resident F requested clarification on the procedure for the Parish Council planning response; it was confirmed a view would be considered once the Council reached the agenda item.

### **311.2 Cumberland Cllrs**

No Cumberland Cllrs were in attendance.

*Public participation ended at 7.49pm.*

### **SR 312/06/23 PLANNING MATTERS**

**312.1 Resolved** to consider planning applications received:

**23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development**

Consisting Of 163no. Dwellings & Associated Infrastructure

Further to both the public participation session and the substantial representations heard at the public meeting, it was determined that a protracted discussion was unnecessary. Additional comments were received regarding a public right of way across the land, biodiversity, school provision, flooding, and ecology.

**Resolved** that the Parish Council strongly object to the above proposal. The matter was referred to the planning group for consideration of a draft response.

**312.2 Resolved** to ratify responses made prior to the meeting:



**23/0267 Avalon, Rickerby, Carlisle, CA3 9AA** - Demolition of Existing Porch & Garage; Erection of Two Storey Extension to Provide Office & Extended Hallway on Ground Floor with Galleried Landing, Extended Bedroom and En-Suite Above; Revision of Previously Approved Annexe (21/0310) Joined to Main Dwelling Via Single Storey Car Port Link to Provide Garaging & Games Room on Ground Floor With 2no. Bedrooms (1no. En-Suite) Above

*Twelve members of the public and one member of the press left the meeting at 7.59pm.*

**312.3 Resolved** to consider further planning applications received:

**23/0357 Land adjacent to Shortdale Cottage, Tarraby Lane, Tarraby, Carlisle, CA3 0JT** - Erection Of 4no. Dwellings (Reserved Matters Application Pursuant to Outline Approval 20/0692)

**Resolved** to determine in accordance with local and national planning policy and guidance.

**23/0378 Stonedale Farm, The Green, Houghton, Carlisle, CA3 0LN** - Siting of A Residential Caravan to Be Occupied in Conjunction with The Existing Equestrian/Agricultural Business

**Resolved** to determine in accordance with local and national planning policy and guidance with conditioning requested to restrict future occupancy to the applicant, spouse and children.

*One member of the public re-entered the meeting at 8.02pm.*

**312.3 Resolved** to note permission notices received:

**23/0180 Westbank Cottage, 22 The Green, Houghton, Carlisle, CA3 0NF** - Change of Use from Residential to Photography Studio on Ground Floor and Massage/Beauty Therapist on First Floor

**23/0198 The Hawthorns, Linstock, Carlisle, CA6 4PY** - Variation of Condition 2 (Approved Plans) Of Previously Approved Planning Permission 23/0022 (Erection of Single Storey Rear Extension to Provide Garden Room) To Change French Doors with PVCu Frames to Bi-Folds with Aluminium Frames

**23/0219 47 Antonine Way, Houghton, Carlisle, CA3 0LG** - Erection of Two Storey Side Extension to Provide Garage, Utility & Kitchen on Ground Floor with En-Suite Bedroom Above

**312.4 Resolved** to note withdrawn applications:

**19/0973 Land adjacent to Shortdale Cottage, Tarraby Lane, Tarraby, Carlisle, CA3 0JT** - Proposed Landscaping of Plot Boundaries and Access Arrangements for Each Plot (Reserved Matters Application Pursuant to Outline Consent 18/0796)

Cllr Robinson noted that planning application 22/0297 had been removed from the agenda; the application to be reinstated for updates at the July meeting.





## **SR 313/06/23 ADMINISTRATIVE MATTERS**

### **313.1 Transcription Equipment**

**Resolved** to authorise expenditure to a maximum of £450 for the purchase of recording equipment for Council meetings. Members were advised that the Council are authorised to record proceedings as outlined in Standing Orders.

## **SR 314/06/23 VILLAGE MATTERS**

### **314.1 Houghton Village Green Drainage (1 – 8 The Green)**

It was reported that the insurance legal helpline had provided verbal advice regarding the drainage ownership issue. They had, in conversation with the Chairman, provided opinion that the drain did not appear to be proven to belong to the Parish Council. It was suggested that the matter continue to be progressed, with the planned camera survey and potential root cutting, to be carried out as soon as practicable. Riverside Housing are also to be chased again to remove the wooden post from the pipe. As a future step, a local legal firm with specialism in land management and drainage is to be sourced.

### **314.2 Brunstock Pond**

Works continued to progress on the pond, which has now been lined and filled with water. The edges are to be turfed once weather allows.

**Resolved** to make a fifty percent interim payment to the pond contractors for works completed to date.

## **SR 315/06/23 CLERK'S REPORT**

### *Goalposts*

The new goalposts pegs have been ordered and nets will be installed as soon as possible.

## **SR 316/06/23 HIGHWAYS MATTERS**

### **316.1 Speed Indication Device**

A data report had been circulated alongside the agenda and was received and noted. It was reported that 1,226 vehicle movements in one direction per day were being recorded, with 15% of vehicles travelling in speeds more than 33mph.

### **316.2 Speedwatch**

It was reported that 5 observations had taken place by the two volunteers in the Houghton Community Speed Watch team. An improved reporting system (using a smart phone app) allows data to be recorded in real time and submitted to a central database. 28 vehicles had been caught speeding; speeders are classed as those travelling at 36mph and above although it was noted unofficially that there were many recorded doing 34/35mph. It was observed that the team's presence and the speed sign seem to be having a noticeable effect as fewer speeding vehicles were being observed than during earlier Speedwatch sessions.

### **316.3 Tarraby Lane**



Concerns were raised that planned highways works to Tarraby Lane, leaving no vehicular access possible, had been advertised and actioned with no consultation with either the Parish Council or residents.

**Resolved** that a letter of complaint be sent to Highways and that consideration for those physically unable to walk the length of Tarraby Lane be made.

### **SR 317/06/23 FINANCE MATTERS**

#### **317.1 Payments**

**Resolved** that the following payments be approved:

<b>Payee</b>	<b>Details</b>	<b>TOTAL</b>
Sarah Kyle	June Salary & Reimbursements	£1595.26
HMRC	June PAYE	£264.24
HMRC	June Pension	£110.86
Houghton in Bloom	Grant	£600.00
Lakeland Landscapes	50% pond works payment	£6364.00
Gordon Consultancy	Internal Audit	£114.00

#### **317.2 Bank Reconciliation**

Balances at bank as of 31<sup>st</sup> May 2023:

Cash Account	£1,005.15
Unity Bank (current a/c)	£2,776.34
Unity Bank (savings a/c)	£82,148.05
Income to 30/06/23	£46,508.05
Expenditure to 30/06/23	£9874.24

### **SR 318/06/23 Annual Governance and Accountability Return 2022/23**

#### **318.1 Internal Auditors Report**

**Resolved** to accepting the attached end of year internal auditors report for the financial year 2022/23.

#### **318.2 Annual Governance Statement**

**Resolved** to approve the attached Annual Governance Statement 2022/23 and to authorise the Chairman to sign the Annual return.

#### **318.3 Accounting Statements**

**Resolved** to approve the attached Accounting Statements for 2022/23 and authorise the Chairman and Clerk to sign the statements.

### **SR 319/06/23 COUNCILLOR MATTERS**

**Cllr Savory** reported the obstruction from view of two highways road signs; these to be reported by the Clerk.

**Cllr Robinson** reported on a legal document (*relating to planning application 23/0273*) in a discussion to be continued outside the meeting with the Chairman.



**Cllr Nedved** requested clarity on the Houghton Rural Master Plan. The Chairman explained that the document was produced for consideration in the production of the CDLP 215 – 2030 and as such, would not be renewed.

**Cllr Nedved** further queried whether the Houghton Fair would be running in 2023. It was confirmed the Council had no plans to operate the event.

**Cllr Robinson** confirmed that members may object to planning applications as individuals. Any private response to any application should make clear that it is personal and not in their capacity as a Cllr.

#### **SR 320/06/23 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 19<sup>th</sup> July at 7.30pm in the Parish Hall, Crosby-on-Eden. It was reported that the office will be closed from 30 June until 12 July. Cllr Robinson confirmed previously submitted written apologies.

*Two members of the public left the meeting at 8.33pm.*

#### **Exclusion of Press & Public - Part B Item**

The following item is considered confidential and the exclusion of members of the public or press as permitted under the Local Government Act 1972 is necessary.

#### **SR 321/06/23 Staff Arrangements**

*The Clerk left the meeting for this item.*

No applications had been received in response to the job advert for an Assistant Clerk. Consideration was consequently asked to be urgently considered regarding the temporary employment of a summer intern, as the Clerk's necessary reduction in hours was now an urgent priority.

#### **Resolved:**

- An available intern, to be employed, with immediate effect, for the summer period. Rate of pay and number of hours to be allocated equitably with the savings achieved from the Clerk's reduction of hours.
- The existing post of Clerk/Responsible Financial Officer be reduced temporarily for July and August from 96 hours per month to 78 hours per month. A further reduction to take place once possible.
- The Assistant Clerk position to be re-advertised in due course, for a September start if achievable.

There being no further business the Chairman closed the meeting at 8.44pm.

  
19/July/2023

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a meeting held on Wednesday 19<sup>th</sup> July 2023**  
**at 7:30 in the Parish Hall, Crosby on Eden.**

**PRESENT**

The Chairman Cllr C Nicholson, Cllr's A Coles, E Leitch, P Nedved, C Savory and N Watson.

**IN ATTENDANCE**

Two members of the public. Cumberland Cllrs H Davison, B Wernham and J Mallinson (arrived 8.10pm). The Clerk, S Kyle.

**SR 322/07/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr A Robinson. Apologies were also noted from Cumberland Cllr J Mallinson who was in attendance at a neighbouring parish council meeting (preceding his later arrival).

**SR 323/07/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 14 June 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**SR 324/07/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

A request for dispensation was granted to Cllr A Coles in respect of planning application 23/0347. No declarations of interest were made.

**SR 325/07/23 PUBLIC PARTICIPATION**

**325.1 Members of the Public**

Prior to the public update, it was explained that Cumberland Cllrs J Mallinson and B Wernham were both shadow members of the Cumberland Planning Committee, however this did not prevent discussion of any application if they are in attendance.

Resident A updated members regarding the 'Stop Gleeson Houghton Action Group' with regards to planning application 23/0347. He reported the submission of approximately 280 objections and the proposal to engage a planning consultant to submit a technical objection on their behalf. Fundraising for the consultant was underway. It was also noted that a public drop-in had been held by Gleeson's which had been attended by both members of the public and Cllrs.

Resident B queried whether the planning action group would be eligible for Parish Council grant funding; they were advised to consult the website for all details of the current monies available, although a bank account and constitution would be required.

It was noted that the action group have a Facebook page; this is to be shared by the Council for the benefit of residents.

**325.2 Cumberland Cllrs**

A handwritten signature in black ink, consisting of a large, stylized 'A' and 'B' intertwined.

Cllr H Davison reported that she had previous experience in objecting to a Gleeson Homes Development and would be willing to speak to residents to share her experience. She also suggested that individual case histories are useful to present at planning committee meetings. Cllr Davison expressed concern and disappointment at the removal of objections from the Cumberland Council planning website. She stated she planned to take up the matter with the authority as it was a deviation from best practice.

Cllr Wernham provided advice for residents for the establishment of bank accounts, necessary for grant applications. He also noted he had previously expressed comment on planning application 22/0297 so would not feature as part of the planning committee with regards to that particular application.

Both Cumberland Cllrs noted their attendance at the recently held Community Panel, which was to be considered later in the meeting.

### **SR 326/06/23 PLANNING MATTERS**

#### **326. 1 To Consider Additional Planning Matters**

**23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no Dwellings & Associated Infrastructure**

The Parish Council response was still being written and will be circulated in due course. Several Cllrs had attended the public drop-in meeting which had proven informative. Additional comments regarding education and biodiversity were noted.

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space And Access**

A written synopsis of the matter to date had been circulated to members prior to the meeting, noting that objections continue to be lodged, including United Utilities.

**Proposed Upgrade of Existing Telecommunications Mast At Vf 83315 – Brunstock**

The above pre-application notification had been received and will be considered further with a request for additional information to be made.

#### **LPA Planning Website**

The removal of public comments from the Cumberland Council planning website was reported. Concerns were raised regarding the transparency, best practice and honesty of such a practice. Additional concerns regarding discrimination of those, particularly in rural areas without access to public transport, were also expressed.

**Resolved:** to write a letter of complaint to Cumberland Council.

#### **326.2 Resolved to ratify responses made prior to the meeting:**

**23/0428 Land to the West of Walby Farm & Fairholme Farm, Birky Lane, Crosby on Eden, Carlisle, CA6 4QL - Erection of Agricultural Workers Dwelling On Land Associated With**



Walby Farm, Together With The Replacement Of The Existing Septic Tank With A Package Treatment Plant At Fairholme Farm, Walby

**23/0335 3 Eden Mews, Green Lane, Crosby on Eden, Carlisle, CA6 4RB - Relocation Of Wood Burning Stove Flue From West To North Elevation (LBC)**

**23/0462 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 22/0680 (Erection Of 2no. Dwellings) To Allow Amended Garage Details, Including Solar Panels To Roof, And Stairs To Form A Study In Roof Space**

**326.3 Resolved to note decision notices received:**

**23/0220/21 Old School Cottage, Rickerby, Carlisle, CA3 9AA – Widening of Existing Doorway Together with Fixed Lights Either Side, Rearrangement of Existing Parking Bays & Erection of 1m High Fence & Gates (LBC)**

### **SR 327/07/23 ADMINISTRATIVE MATTERS**

**327.1 Agenda for Border, Fellside and North Carlisle Community Panel, Thursday, 29th June, 2023**

Cllr Nedved had attended the above and reported the planned arrangements for the panels, which are to consider co-option of up to three external representatives. It was also reported that each Cllr will have a discretionary grants budget for their distribution. The next meeting is to be held in September.

**327.2 CALC Civility and Respect Project**

**Resolved** to take a pledge to commit to the above project, details of which had been circulated alongside the agenda.

*Cumberland Cllr J Mallinson entered the meeting at 8.10pm.*

**327.3 Summer Play Scheme**

It was reported that all places at both Houghton and Crosby were fully booked.

### **SR 328/06/23 VILLAGE MATTERS**

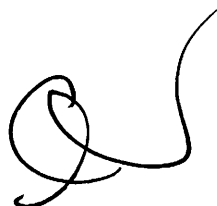
**328.1 Houghton Village Green Drainage (1 – 8 The Green)**

It was reported that Riverside Housing had now completed the removal of the post that had pierced the pipe. Correspondence had therefore been exchanged with the local resident who was to excavate a cavity to enable the drainage camera survey to be re-attempted. Safety barriers will be provided if the resident does not have access to any.

**328.2 Brunstock Pond**

It was reported that the pond was now filled with water and both the inlet tap and overflow appeared to be working successfully. Works to lay the turf around the edges was expected imminently. It was also reported that the monthly risk assessment procedure had been reactivated. Confirmation that the willow tree was to remain in place was given.

### **SR 329/07/23 CLERK'S REPORT**



A verbal report was provided by the Clerk, noting:

*Goal Posts*

Nets had now been installed on the new goal posts in Crosby, Linstock and Houghton.

*Centurions Football Event*

Permission had been granted for the use of Houghton Village Green for the above.

*Crosby On Eden Noticeboard*

The key for the above had been deposited with the joiner to enable repair of the board.

*Crosby Moor Noticeboard*

Work continued to obtain the board from the garage, although it was noted it would not be possible to re-install upon the refurbished building due to its glass frontage.

**SR 330/07/23 HIGHWAYS MATTERS**

**330.1 Speed Indication Device**

An updated data summary had been circulated alongside the agenda. It was reported that current speeding vehicles amounted to approximately five percent, compared to eighty-five percent in 2015. Additional statistical analyses are available via Cllr Savory if desired. The board had now been rotated and was now recording speeds for vehicles exiting Houghton towards Whiteclosegate.

**SR 331/07/23 FINANCE MATTERS**

**331.1 Payments**

**Resolved** to authorise the payment of invoices below:

<b>Payee</b>	<b>Details</b>	<b>TOTAL</b>
Sarah Kyle	July salary and reimbursements	£1228.58
HMRC	July PAYE	£149.16
NEST	July Pension	£93.26
A Kyle	July Salary	£251.48
Houghton PTA	Grant	£100.00
Houghton Village Hall	CPCA grant	£765.00
Steve Splinter	Pond	£1571.00
Houghton village hall	Rental	£85.00
Unity bank	Fees	£18.00

**331.2 Bank Reconciliation**

**/-**Balances at bank as of 30<sup>st</sup> June 2023:

Cash Account	£1,005.15
Unity Bank (current a/c)	£1,803.33
Unity Bank (savings a/c)	£74,322.33
Income to 30/06/23	£47,682.33



Expenditure to 30/06/23

£19,106.00

*Cumberland Cllr B Wernham left the meeting at 8.17pm.*

**331.3 August Payments**

**Resolved** to confirm authorisation for the Finance Working Group to authorise any urgent or pre-approved expenditure in August.

**331.4 Summary of expenditure against budget April to June 2023**

The summary of income and expenditure against budget from 1 April 2023 to 30 June 2023 had been circulated alongside the agenda and was **noted**.

**SR 332/07/23 COUNCILLOR MATTERS**

Before progressing with the above, Cumberland Cllr J Mallinson was invited to provide a report; he noted that he had also attended the Community Panel.

Cllr Coles noted that the drain at the end of Eden Gate was once again blocked and overflowing.

**SR 333/07/23 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 13<sup>th</sup> September at 7.30pm in the Parish Hall, Crosby-on-Eden.

**Exclusion of Press & Public - Part B Item**

The following item is considered confidential and the exclusion of members of the public or press as permitted under the Local Government Act 1972 is necessary.

**SR 332/07/23 Staff Arrangements**


*The Clerk left the meeting for this item.*

**333.1. Staffing Arrangements**

Consideration was given to the on-going temporary appointment of an employee to provide administrative support to enable the Clerk to reduce their working hours each week.

**Resolved** to make substantive the temporary appointment of Mr A Kyle, on a fixed term contract of twenty hours per month, to 31.08.2025, subject to the standard probationary period and local government employee regulations. The Clerk to initially reduce hours to seventy-eight per month; to be reviewed in due course.

There being no further business the Chairman closed the meeting at 8.29pm.



A handwritten signature in black ink, followed by the date 13/9/2023 written in a similar style.



**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a meeting held on Wednesday 13<sup>th</sup> September 2023**  
**at 7:30 in the Parish Hall, Crosby on Eden.**

**PRESENT**

The Chairman Cllr C Nicholson, Cllr's A Coles, E Leitch, D Milburn, P Nedved, A Robinson and C Savory.

**IN ATTENDANCE**

The Clerk, S Kyle.

**SR 334/09/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr N Watson. Apologies were also noted from Cumberland Cllrs J Mallinson and H Davison.

**SR 335/09/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 19 July 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**SR 336/09/23 CO-OPTION OF COUNCILLOR**

**Resolved** to co-opt David Milburn to the Parish Council with immediate effect. Cllr Millburn signed the Declaration of Acceptance of Office.

**SR 337/09/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

No requests for dispensations were received. Cllr Nicholson declared an interest in item xxx relating specifically to the Houghton Village Hall grant application, his spouse being treasurer.

**SR 338/09/23 PUBLIC PARTICIPATION**

**338.1 Members of the Public**

No members of the public were present.

**338.2 Cumberland Cllrs**

No Cumberland Cllrs were present.

**SR 339/09/23 PLANNING MATTERS**

**339. 1 Resolved** to ratify responses made prior to the meeting:

**23/0530 145 Tribune Drive, Houghton, Carlisle, CA3 0LF** - Erection of Single Storey Rear Kitchen Extension

**23/0506 48 Pennington Drive, Carlisle, CA3 0PF.** Relocation of Existing Boundary Fence to Incorporate Additional Land into Domestic Curtilage

**23/0521 The Orchard, Houghton House, Houghton, Carlisle, CA6 4DX.** Erection Of Single Storey Side Extension to Provide Additional Living Accommodation; Raising of Roof to Provide Second Floor Accommodation and Addition Of 1no. Dormer Window to Provide 2no. Bedrooms (1no. En-Suite)

**23/0514/5 (LBC) Eden Grove, Crosby on Eden, Carlisle, CA6 4QJ.** Conversion & Extension

to Stable Block to Provide 3no. Holiday Cottages with Associated Parking; Construction of Sewage Pumping Station & Treatment Plant

**23/0496 Land to west of Tower Farm, Rickerby, Carlisle CA3 9AA.** Erection Of 1no. Dwelling and Demolition of Barn

**23/0501 Rose Cottage, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX** Demolition of Existing Dwelling; Erection Of 1no. Replacement Dwelling with Detached Garage

**22/0929 Land to the North of Moor Cottage, Crosby Moor, Crosby-on-Eden, Carlisle CA6 4QX** Proposal: Change of Use from Agricultural Land to Dog Exercising Field & Associated Fencing; Construction Of 5m x 10m Hardcore Hard Standing to Provide Off Road Parking

**23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development** Consisting Of 163no. Dwellings & Associated Infrastructure

### **339.2 To Consider Additional Planning Matters**

**23/0599 Whiteclosegate Service Station, Brampton Old Road, Carlisle, CA3 0JN -** Installation Of 2no. Permanent Timber Clad Containers Conjoined to Create Larger Shop Selling Area, Storeroom and Staff Room; Installation Of 2no. Customer Toilets at Rear  
**Resolved** to recommend determination in accordance with local and national planning policy and guidance.

### **339.3 Resolved to note decision notices received:**

**23/0363 Edenlin, Brampton Old Road, Carlisle, CA6 4QE -** Roofing Over Existing Middenstead and Cattle Feeding Area; Concreting Part of Existing Farmyard

**23/0424 The Villa, Brunstock, Carlisle, CA6 4QG.** Installation Of Foul Water Package Treatment Plant

**23/0335 3 Eden Mews, Green Lane, Crosby on Eden, Carlisle, CA6 4RB** Relocation of Wood Burning Stove Flue from West to North

**23/0462, Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS.** Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 22/0680 (Erection Of 2no. Dwellings) To Allow Amended Garage Details, Including Solar Panels to Roof, And Stairs to Form a Study in Roof Space

**23/0521 The Orchard, Houghton House, Houghton, Carlisle, CA6 4DX -**Erection of Single Storey Side Extension to Provide Additional Living Accommodation; Raising of Roof to Provide Second Floor Accommodation and Addition Of 1no. Dormer Window to Provide 2no. Bedrooms (1no. En-Suite)

### **339.4. Resolved to note withdrawn applications.**

**23/0558 Houghton House Farm, Houghton, Carlisle, CA6 4DX** Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 22/0222 (Refurbishment of Existing Farmhouse, Bothy & Cart Shed to Non-Residential; Demolition of Woodstore, Barn

& Shed; Erection Of 1no. Dwelling, New Garaging, Landscaping & Rerouted Public Footpath) For the Partial Removal and Rebuilding of Sections of Existing Store Attached to Farmhouse

**339.5 To consider other planning applications.**

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle** - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access

A verbal update was provided by Cllr Robinson, noting that updates were still required with both drainage and trees. Concerns were also raised regarding information contained in received Freedom of Information requests that outlined further meetings with the developer. No notes had been made at this meeting which prompted further concerns regarding the administration of the application.

It was agreed that 23/0347 Land at Brunstock Lane, Houghton, Carlisle, be placed on the agenda as a standing item in case of relevant verbal updates.

**SR 340/09/23. Administrative matters.**

**340.1 Risk Assessment**

**Resolved** to adopt the updated risk assessment, as circulated alongside the agenda.

**340.2 DLUHC Consultations**

**340.2.1 Local Plan Consultation and Ratification of Complaint**

Concerns were expressed regarding the timescale for notification of the commencement of the above consultation, noting that 4.5 weeks had passed before the Chairman was notified. A letter had therefore been sent to NALC, CALC and local MP's. At the time of the meeting, only Neil Hudson had replied.

**Resolved** to ratify the complaint. Also resolved that Cllrs should submit comments to the Chair as soon as possible to enable a response to be composed.

**340.2.3 Nationally Significant Infrastructure Project Consultation**

It was noted that again, delays had been evident in the notification of the above. NALC were not to respond to the consultation due to capacity issues. It was agreed that no response would be submitted.

**340.3 Linstock Play Area**

It was reported that the large multi-play piece of equipment at Linstock had been raised to moderate risk due to failing timber posts.

**Resolved** to investigate replacement posts and begin the process of seeking grant funding for longer term complete replacement.

**340.4 Recording Equipment**

An update was provided regarding the purchase of the above. A field recorder and external microphone have been suggested. Purchase will be made as soon as possible and is expected prior to the next meeting.

**Resolved** to consider updates to recording and data retention policies in accordance with

the above.

#### **SR 341/09/23 VILLAGE MATTERS**

##### **341.1 Houghton Village Hall Car Park**

It was noted that weeding had taken place in the car park with the remnants being left on a driveway towards a neighbouring property. It was unclear who had undertaken the works as they had not been authorised by the Hall Management Committee. Concerns were raised that the works were unnecessary when alternative areas of the parish need attended to. The matter has been referred to Cllr Mallinson for investigation into the contractor's identity.

##### **Tarraby Common Land**

A report had been received regarding damage incurred to the Common Land by a refuse/recycling wagon.

**Resolved** to write a letter of complaint to Cumberland Council.

#### **SR 342/09/23 CLERK'S REPORT**

A verbal report was provided by the Clerk, noting:

##### *Crosby On Eden Noticeboard*

The board had been repaired and repositioned.

##### *Crosby Moor Noticeboard*

The board had now been located and will be collected in due course.

##### *Civility and Respect*

It was noted that the scheme has been signed up to.

#### **SR 343/09/23 HIGHWAYS MATTERS**

##### **330.1 Speed Indication Device**

A verbal update was provided by Cllr Savory noting that the sign is now monitoring traffic travelling north to south on Houghton Road. The maximum recorded speed has been 60mph although the device appears to be having the effect of reducing traffic speeds for some. The average daily traffic count is 1635 which is significantly higher than figures recorded in the opposite direction (1237) and more than 30 percent higher than in December 2015. The device will prove useful in guiding the best times for Speedwatch operations, although it is yet unknown as to when the gun may next be available. A written report will be provided alongside the October agenda.

#### **SR 344/09/23 FINANCE MATTERS**

##### **344.1 Payments**

**Resolved** to authorise the payment of invoices below:

Sarah Kyle	August Salary & Reimbursements	£1,218.60
HMRC	August PAYE	£137.31

NEST	August Pension	£91.45
A Kyle	August Salary	£251.48
Houghton village hall	Rental May	£16.00
Cluaran Landscapes	Grass cutting	£2,196.00
Sarah Kyle	September Salary & Reimbursements	£1,227.96
HMRC	September PAYE	£116.44
NEST	September Pension	£88.23
A Kyle	September Salary	£210.60
Play inspection	Inspection	£234.00
Houghton Village Hall	Hall rental	£244.00
Linstock WI Hall	Rental	£20.00
Savills	Linstock Green Rent	£20.00
GLL	Summer Play Scheme	£480.00

### 344.2 Bank Reconciliation

Resolved to note the bank reconciliation at 31 August 2023:

Cash Account	£0.00
Unity Bank (current a/c)	£771.18
Unity Bank (savings a/c)	£75,000
Income to 31/08/23	£55,031.33
Expenditure to 31/08/23	£26,809.48

The bank account at the Cumberland had been closed; the cheque will be deposited with Unity Bank in due course.

### 344.3 Receipts

Resolved to note the receipt of £7349.00 as a VAT repayment from HMRC.

### 344.4 Grant awards 2023/24

The recommendations of the Finance/Risk working group were considered.

Resolved to award the following grants:

- Houghton Village Hall, new kitchen equipment, £647.82
- Susan's Farm, community bonfire, £400.00
- Houghton Guides, Christmas event, £1000.00
- Houghton Toddlers, Halloween event, £175.00
- Houghton Scouts, new mess tent, £436.50

The grant criteria to be reviewed prior to the 2024/25 scheme opening.

### 344.5 Greens maintenance Contract

**Resolved** to open the tender process for the grass cutting season 2024 on an initial 12 month contract, renewable for a further two years. The tender pack to be sent around members and an advert to be placed in the Cumberland News.

#### **SR 345/09/23 COUNCILLOR MATTERS**

**Cllr Nicholson** reported an emergency road closure on the C1013 Newby East due to a gas leak.

**Cllr Nedved** reminded Cllrs that the next Community Panel would take place on 28 September in Longtown. He also reported the opening of a 'men's shed' community group in Houghton; the first in the locality.

**Cllr Robinson** requested an update on the drainage situation in Houghton. The Chairman reported he had sent an email to the resident who was excavating the Green to request an update on the matter. Concerns were raised that the camera survey may be difficult to perform in the winter if the matter is not resolved soon.

**Cllr Coles** noted that the pond at Brunstock had made good progress. He further raised concerns regarding an extractor fan and waste bins at the Lounge on the Green. The requirement for consent for these will be investigated as appropriate. Cllr Coles also requested an update on the signage for Houghton Village Green; this is to be chased by the Clerk.

#### **SR 346/09/23 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 18<sup>th</sup> October at 7.30pm in the Linstock WI Hall (venue TBC dependent upon availability). This is a week later than originally advertised. Agenda items to be submitted to the Clerk before 9<sup>th</sup> October.

There being no further business the Chairman closed the meeting at 8.32pm.

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a meeting held on Wednesday 18<sup>th</sup> October 2023**  
**at 7:30 in the Parish Hall, Crosby on Eden.**

**PRESENT**

The Chairman Cllr C Nicholson, Cllr E Leitch, D Milburn, P Nedved, A Robinson and C Savory.

**IN ATTENDANCE**

One member of the public. The Clerk, S Kyle.

**SR 347/10/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr's A Coles and N Watson. Apologies were also noted from Cumberland Cllrs J Mallinson and H Davison.

**SR 348/10/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13 SEPTEMBER 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

**SR 349/10/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

A request for dispensation for all matters relating to The Park, Rickerby, was received and granted to Cllr Leitch.

**SR 350/10/23 PUBLIC PARTICIPATION**

**350.1 Members of the Public**

One member of the public was in attendance to lodge concerns regarding planning matters at The Park, a Grade II listed property in the Conservation Area of Rickerby. He outlined significant concerns regarding the apparent breach of planning conditions, specifically relating to the windows and doors which appear to be the wrong material and installed contrary to the conditions applied. He raised concerns over the lack of enforcement being applied by Cumberland Council and requested that the Parish Council object to the ongoing works and request a stop notice be applied to works.

It was noted that although Cumberland Council had been approached, it is believed that only one member of staff remains in the enforcement team.

**350.2 Cumberland Cllrs**

No Cumberland Cllrs were present.

**SR 351/10/23 PLANNING MATTERS**

**351.1 Resolved** to ratify responses made prior to the meeting:

**23/0654 Houghton House Farm, Houghton, Carlisle, CA6 4DX.** Demolition Of Bothy (Retrospective); Erection of Facsimile of Demolished Bothy

**23/0664 Old Clydesdale Stud, Tarraby, Carlisle, CA3 0JS.** Erection Of Agricultural Building

**23/0058/S211 Rickerby Cottage, Rickerby Mews, Rickerby, Carlisle, CA3 9AA.** Removal Of 3no. Beech Trees



### **351.2 To Consider Planning Applications Received:**

**23/0701 Fairholme Farm, Birky Lane, Walby, Carlisle, CA6 4QL.** Change of Use of Former Poultry Units To 4no. Units for Use Class B8 (Storage & Distribution)

**Resolved** that the application should be determined in accordance with local and national planning policy and guidance.

**23/0706 21 Whiteclosegate, Carlisle, CA3 0JA.** Erection Of Single Storey Rear Extension to Provide Enlarged Living/Dining/Kitchen Together with First Floor Side Extension to Provide Bathroom

**Resolved** that the application should be determined in accordance with local and national planning policy and guidance.

### **351.3 Resolved to note decision notices received:**

**23/0530 145 Tribune Drive, Houghton, Carlisle, CA3 0LF.** Erection Of Single Storey Rear Kitchen Extension

**23/0506 48 Pennington Drive, Carlisle, CA3 0PF.** Relocation of Existing Boundary Fence to Incorporate Additional Land into Domestic Curtilage

**23/0599 Whiteclosegate Service Station, Brampton Old Road, Carlisle, CA3 0JN** Installation Of 2no. Permanent Timber Clad Containers Conjoined to Create Larger Shop Selling Area, Storeroom and Staff Room; Installation Of 2no. Customer Toilets at Rear

### **351.4 Additional Planning Matters**

**23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no.Dwellings & Associated Infrastructure**

Cllr Nedved reported that an updated drainage scheme had still to be submitted and a revised nutrient neutrality response from Natural England was still awaited. The application is not expected to be heard at Committee before December at the earliest. The Chairman reported that no other updates were available although the Action Group remain active.

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access**

Cllr Robinson reported that progress is still lacking. He also reiterated the concerns raised at the September meeting regarding the lack of note taking by Cumberland Council in meetings held with the developers (a matter he is dealing with as a member of the public).

**22/0672 The Park, Rickerby, Carlisle, CA3 9AA - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762**

Further to the representation heard in public participation, Cllr Leitch reiterated concerns over the apparent breach of planning conditions in the above application. She also noted





concerns that recent amendments to the original application had been submitted with no public consultation period. It was noted that the planning Case Officer has now visited the site and that Cllr Leitch has attempted to involve the Heritage Officer for their input also.

The Chairman noted that he had spoken with the Case Officer who believed the windows were timber based, although installed against conditions in terms of layout. Photographs of the door and windows were distributed with concerns raised over the apparent standard of workmanship. Concerns were also raised that if enforcement from Cumberland Council is not possible due to staffing issues, it creates potential for breaches to be made County wide.

**Resolved** to write to Cumberland Council to object to the ongoing works and to request a stop notice be placed on works. Also to suggest that if Cumberland Council cannot deal with enforcement issues at present, then planning decisions should be suspended until systems are re-established.

*8.01pm one member of the public left the meeting.*

**SR 352/10/23. Administrative matters.**

**352.1 Houghton Village Hall**

A summary of ongoing fundraising and refurbishment works was provided to members. It was also noted that an upcoming quiz night will be held in November.

**352.2 Recording and Data Retention Policies**

Further to the purchase of recording equipment, it was noted that a sign was displayed at the meeting entrance and notification will be made on subsequent agendas.

**Resolved** to update the retention policy to include audio recordings; these will be stored for twelve months following the signing of the minutes.

**352.3 Clerk's Annual Appraisal**

**Resolved** to note the successful completion of the above. The next appraisal to be held in October 2024.

**SR 353/10/23 VILLAGE MATTERS**

**353.1 Brunstock Pond**

It was noted that an on-site meeting had been held with the contractor. Work was due to take place to complete works imminently following a period of ill-health, however due to the expected inclement weather, a further delay was anticipated.

**SR 354/10/23 CLERK'S REPORT**

A verbal report was provided by the Clerk, noting:

*Jackson Road*

A meeting will be held with Highways to consider traffic management at the above; the Chairman will attend and will report back at the November meeting.



### *Noticeboards*

Work remains ongoing to access the boards at Crosby on Eden and Crosby Moor.

### *Grounds Maintenance*

Three applicants have requested tender packs; no response to the Cumberland News advert had been received to date. Tenders will be considered at a Finance/Risk working group meeting in November before being considered by full Council in December.

## **SR 355/10/23 HIGHWAYS MATTERS**

### **355.1 Speed Indication Device**

A comprehensive half-year report had been circulated alongside the agenda and was noted. It was highlighted that the number of vehicles is similar month-on-month, with significant differences in traffic volumes in each direction (~38 000 south to north, ~51 000 north to south). The maximum speed recorded is 55mph south to north, and 60mph north to south. Speed distribution is generally higher north to south than south to north. Real time observations show most speeding vehicles slow down approaching the speed sign) but often not to the legal limit) however the speed sign is clearly having an effect as in 2012 the percentage of speeding vehicles was ~80% and is now 5-11%. Further, the 85%ile was ~40 mph and is now 33/34 mph. A further report will be made at the April meeting when comparative data will be provided.

### **355.2 Speedwatch**

After requesting the speed gun for some time, it was received in early October to allow three one-hour observation sessions to be completed. These recorded a total of 17 speeding vehicle which is fewer than the historical average (ca. 10 per one hour session). As ever, the presence of the team resulted in a noticeable reduction in vehicle speeds.

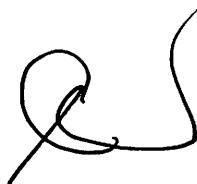
### **355.3 Road closures**

## **SR 356/10/23 FINANCE MATTERS**

### **356.1 Payments**

**Resolved** to authorise the payment of invoices below:

Sarah Kyle	October Salary & Reimbursements	£1,189.16
HMRC	October PAYE	£116.24
NEST	October Pension	£88.23
A Kyle	October Salary	£210.60
HVH	Rental	£68.00
Moore East Midlands	Audit	£378.00
Houghton Scouts.	Grant	£436.50
Unity Bank	Quarterly Charge	£18.00



### 356.2 Bank Reconciliation

Resolved to note the bank reconciliation at 31 August 2023:

Current A/C (Unity)	£1,111.95
Savings A/C (Unity)	<u>£72,497.49</u>
<b>Balance at bank 30.09.23</b>	<b><u>£73,609.44</u></b>
plus cheques still to be deposited	£1,005.15
<b>Balance 30.09.23</b>	<b><u>£74,614.59</u></b>

### 356.3 Receipts

Resolved to note the receipt of £497.49 bank interest from Unity Bank.

### 356.4 Audit

Resolved to note the completion of the external audit, with no major issues to report to Council.

### SR 357/10/23 COUNCILLOR MATTERS

Cllr Nicholson reported that concerns had been raised by a resident regarding the upkeep of a piece of land in Tribune Drive, leading to reports of vermin in the area. The resident is to be advised to refer the matter to the landowner and/or Cumberland Council.

Cllr Savory noted a resident's concern regarding the temporary portacabin on Whiteclosegate that was obstructing visibility for oncoming traffic. Cllr Nicholson will raise this in his meeting with Highways.

Cllr Nedved reported that he had attended the Border Fellside and North Carlisle Community Panel and noted that improved broadband in rural areas is a priority.

### SR 358/10/23 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on Wednesday 8<sup>th</sup> November at 7.30pm in the Linstock WI Hall (please note the change of venue from the originally published schedule). Agenda items to be submitted to the Clerk before 30<sup>th</sup> October.

There being no further business the Chairman closed the meeting at 8.38pm.



8/11/2023

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a Meeting held on Wednesday 8<sup>th</sup> November 2023**  
**at 7:30 in the WI Hall, Linstock**

**PRESENT**

The Chairman Cllr C Nicholson, Cllrs A Coles, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Cumberland Cllr's J Mallinson & B Wernham. The Clerk, S Kyle.

**SR 359/11/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr's E Leitch and P Nedved. Apologies were also noted from Cumberland Cllr H Davison.

**SR 360/11/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 18 OCTOBER 2023**

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Parish Council.

**SR 361/11/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

No new requests for dispensations were received. Cllrs Nicholson declared an interest in a reimbursement payment at the time of the decision. Cumberland Cllr's Mallinson and Wernham noted declarations of interest in planning matters.

**SR 362/11/23 PUBLIC PARTICIPATION**

No members of the public were present.

Cllr B Wernham informed Cllr's that he had requested an extension to new documentation submitted for planning application 22/0297. The Chairman reported that he had also requested an extension to consider the amendments.

Cllr Wernham also noted his approval of the Council's decision to use recording equipment, noting that Cumberland Council had thus far proven unable to implement a similar scheme.

Cllr Mallinson commented upon the Cumberland Council decision regarding recording meetings, noting that suitable equipment capable of live-streaming meetings was ultimately desired. He also reported that he had been unable to identify the workers who had tended to Houghton Village Green some weeks ago despite numerous attempts.

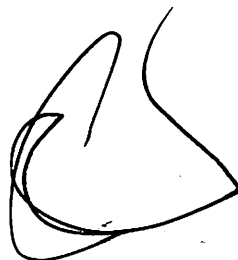
**SR 363/11/23 PLANNING MATTERS**

**363.1 Resolved to Ratify Planning Application Responses Submitted Prior to the Meeting:**

**23/0696 6 Green Lane, Houghton, Carlisle, CA3 0NT Demolition of Rear Conservatory;  
Erection of Single Storey Rear Extension to Provide Additional Living Accommodation**

**363.2 To Consider Additional Planning Matters**

**23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development  
Consisting Of 163no.Dwellings & Associated Infrastructure**



It was reported that no updates were available, although the action group remains active.

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access**

As noted during public participation, fourteen new documents had been submitted with a deadline for response of 28 November. The Chairman had written to the planning officer to seek an extension for the Council response to enable them to be properly considered.

Cllr Robinson expressed concerns regarding the lack of clarity regarding the updated documents and the changes to the existing plans that they provided. He noted that there was significant local interest given that the plans impact upon drainage, SUDS ponds and Gosling Syke. He further reported that he remains in dialogue with Cumberland Council regarding freedom of information requests and an internal review request.

**22/0672 The Park, Rickerby, Carlisle, CA3 9AA - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762**

It was reported that the letter of objection had been submitted, although it had not yet been posted on the Cumberland Council website.

**SR 364/11/23. Administrative matters.**

**364.1 Community Led Plan**

Consideration was given to the most effective way possible to update the above. A questionnaire had been posted online and advertised however the response rate was too low to be representative. Alternative means to update the plan were therefore considered, including a Council led update leading to dialogue with the public in meetings to be held in the spring. Cumberland Cllr Wernham noted funding available for improved bus services in the County.

**Resolved** that the Chairman and Clerk liaise to produce a draft report for consideration at a future meeting prior to organisation of public meetings in 2024.

**SR 365/11/23 CLERK'S REPORT**

A verbal report was provided by the Clerk, noting the following matters:


*Village Green Signage*

The sign to report a no-through road to Houghton Village Hall had now been installed on Houghton Village Green and the unofficial sign had been taken down.

*Road Closures*

A letter had been sent to Cumberland Council requesting that the Parish Council be notified consistently about road closures both in the parish and on roads directly the parish. An acknowledgment had been received.

*Visual Obstruction, Whiteclosegate*

A handwritten signature in black ink, consisting of several loops and a long tail, positioned at the bottom right of the page.

Noted that the Chairman had written to Cumbria Highways to report the visual obstruction, further to him verbally reporting the visual obstruction in the Highways meeting (noted below).

*Noticeboards*

Problems remain in existence updating the notice boards in the parish, with at least three boards being inaccessible currently.

*Memorial Benches*

A member of the public had kindly arranged to have the memorial plaques on the parish benches cleaned by the Army Cadets.

**SR 366/11/23 HIGHWAYS MATTERS**

**366.1 Jackson Road**

The Chairman reported that he had attended a meeting with two Highways officer's as well as Houghton Primary School Headteacher. Various options for traffic management on Jackson Road were considered and are to be taken forward for further action by Highways. Additional parking on school premises is also to be investigated.

Cumberland Cllr Mallinson reported that the issue has been ongoing since the mid-1990's and is not unique to Houghton.

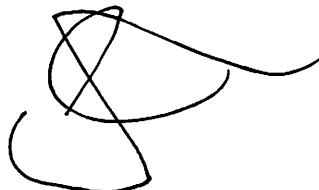
Cumberland Cllr Wernham enquired whether traffic data had been obtained from the recently installed A689 speed cameras; this is to be considered for a future meeting.

**SR 367/11/23 FINANCE MATTERS**

**367.1 Payments**

Resolved to authorise the payment of invoices below:

Payee	Details	Method	Amount
Sarah Kyle	November Salary & Reimbursements	BACS	£1,189.16
HMRC	November PAYE	BACS	£116.24
NEST	November Pension	DD	£88.23
A Kyle	November Salary	BACS	£210.60
Houghton Toddlers	Grant	BACS	£175.00
S Kyle	Reimbursement	BACS	£261.36
C Nicholson	Reimbursement	BACS	£228.98
S Splinter	Installation of Signage	BACS	£75.00



### 367.2 Bank Reconciliation

Resolved to note the bank reconciliation on 31 October 2023:

Cash Book Balance at 01.04.2023	£48,554.48
Receipts to 31.10.23	<u>£55,528.82</u>
	<u>£104,083.30</u>
Expenditure to 31.10.23	£32,216.80
Cash book balance 30.09.23	<u>£71,866.50</u>

### SR 368/11/23 COUNCILLOR MATTERS

Cllr **Robinson** enquired whether the drainage matter on Houghton Village Green was resolved. The Chairman noted that the matter remains in the hands of the resident.

Cllr **Watson** reported a damaged footpath style at Close House. The Clerk to refer this to the Footpaths Officer.

Cllr **Coles** noted that he had attended the Men's Shed which he had found to be very successful. He also reported flooding adjacent to the bus stop on Houghton Road and raised concerns regarding the reduction in bus services in Houghton. Cllr **Savory** noted his observation of empty buses amid an apparent lack of use of the service.

### SR 369/11/23 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on Wednesday 13<sup>th</sup> December at 7.30pm in the Houghton village hall. Agenda items to be submitted to the Clerk before 4<sup>th</sup> December.

There being no further business the Chairman closed the meeting at 8.05pm.



13/12/23

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a Meeting held on Wednesday 13<sup>th</sup> December 2023**  
**at 7:30 in the Village Hall, Houghton**

**PRESENT**

The Chairman Cllr C Nicholson, Cllrs A Coles, E Leitch, P Nedved, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Cumberland Cllr J Mallinson. The Clerk, S Kyle.

**SR 370/12/23 APOLOGIES FOR ABSENCE**

Apologies for absence were noted from Cumberland Cllr B Wernham.

**SR 371/12/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8<sup>th</sup> November 2023**

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Parish Council.

**SR 372/12/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

A dispensation request in respect to precept setting was granted to Cllr N Watson. Dispensation requests had been previously granted in May in respect of precept setting to the other attending members.

Cllr Nicholson declared an interest in items on the payment schedule, his spouse being the treasurer of Houghton Village Hall.

**SR 373/12/23 PUBLIC PARTICIPATION**

No members of the public were present.

Cumberland Cllr J Mallinson noted he had grant funding available for community groups; applications from eligible applicants should be submitted as soon as possible in the new year. He also reported that the works undertaken on the car park verges in Houghton were undertaken as a gesture of goodwill by Cumberland Council staff whilst in the area. Cllr Mallinson also requested that any information on gritting routes that had been removed from the schedule should be reported to him.

**SR 374/12/23 PLANNING MATTERS**

**374.1 Resolved to Ratify Planning Application Responses Submitted Prior to the Meeting:**

**23/0800(1) Houghton House Farm, Houghton, Carlisle, CA6 4DX - Erection of Timber Orangery to Replace Existing Conservatory; Replacement Doors to Pool Room & Erection of Detached Summerhouse (LBC)**

**374.2 To Consider new Planning Applications**

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access**

It was reported that 43 new documents had been submitted since 8 November and that





the deadline for response to these was 22 January. It is anticipated that the application might go to the March Development Control Committee. Work will continue to evaluate the documents to formulate the Parish Council response.

### **374.3 To Note Permission Notices Received**

**21/0794 2 Tribune Drive, Houghton, Carlisle, CA3 0LE** - Erection Of 1.97 Metre Fence (Retrospective)

**23/0696 6 Green Lane, Houghton, Carlisle, CA3 0NT** - Demolition of Rear Conservatory; Erection of Single Storey Rear Extension to Provide Additional Living Accommodation

**23/0654 Houghton House Farm, Houghton, Carlisle, CA6 4DX** - Demolition of Bothy (Retrospective); Erection of Facsimile of Demolished Bothy

**23/0701 Fairholme Farm, Birky Lane, Walby, Carlisle, CA6 4QL** - Change of Use of Former Poultry Units To 4no. Units for Use Class B8 (Storage & Distribution)

**23/0706 21 Whiteclosegate, Carlisle, CA3 0JA** - Erection of Single Storey Rear Extension to Provide Enlarged Living/Dining/Kitchen Together with First Floor Side Extension to Provide Bathroom

### **374.4 To Consider Additional Planning Matters**

**23/0347 Land at Brunstock Lane, Houghton, Carlisle** - Residential Development Consisting Of 163no. Dwellings & Associated Infrastructure

It was reported that revised layouts are anticipated therefore the application is currently on-hold. Statements are also still awaited from United Utilities and the Environment Agency. The application is therefore not expected to progress prior to the March Development Control Committee meeting. Praise was noted for the planning officer in charge of this case for his transparency and communication with members.

**22/0672 The Park, Rickerby, Carlisle, CA3 9AA** - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762

It was reported that the Parish Council objection that had been submitted in November had been marked as a complaint rather than objection so was being handled in an alternate system. A subsequent objection had been lodged that refers to the previous correspondence. The earlier letter is still not available online.

It was also reported that revised plans are anticipated, and the period of public consultation would be subsequently extended. Concerns were however raised that this had not yet happened despite works continuing. Concerns were also raised regarding the lack of email correspondence forthcoming from the planning team. Members were advised to ensure that the copied in both the ED Admin email address and senior officers when corresponding with planners.

With reference to previously raised concerns regarding a lack of Enforcement staff, it was reported that an additional Enforcement Officer has been employed to work alongside 2



to three others in Cumberland Council. No information was available regarding the number of building control staff available.

**Resolved** that the lack of transparency on the website regarding the objection be raised and that additional concerns be lodged regarding the ongoing works and inadequate responses to emails.

#### **SR 375/12/23 Administrative matters.**

##### **375.1 Community Led Plan**

**Resolved** to investigate the feasibility of holding a "Community Fair". Invitations to be extended to community groups and relevant providers to attend a social evening in Houghton in the spring to showcase local services and groups and to garner views for the updated Community Led Plan.

##### **375.2 Councillor Vacancies**

Members were requested to consider suitable candidates to fill the vacancies on the Council. An advertising campaign has been launched with further information, including a personal statement from Cllr Leitch, to follow.

**Resolved** to note the resignation of Mr D Milburn.

##### **375.3 Bus Services**

Members were informed that a £3m budget for improving public transport services in the County was available and a suggestion for the allocation of funds towards the Border Rambler voluntary bus service was made. An allocation towards the Hadrian's Wall bus was also proposed.

**Resolved** to contact both bus providers to discuss their capacity and future intentions before writing to Cumberland Council with the suggestions for budgetary support.

##### **375.4 Play Area Inspections**

**Resolved** that quotations be obtained for a monthly maintenance and inspection contract for the Parish Council controlled play areas.

##### **375.5 Party Political Advertising Policy**

Discussion was held regarding a draft policy to deal with requests to share information originating from a party-political source.

**Resolved** to reject the draft proposal. **Resolved** instead to prohibit all future political advertising of any nature, including the sharing of information from any potential candidate, elected political member or any political party.

#### **SR 376/12/23 CLERK'S REPORT**

It was reported that the noticeboards at Tribune Drive and Low Crosby were again operational. The boards at Whiteclosegate and Crosby Moor remain out-of-service. Discussion was held regarding noticeboard replacement; the Cumberland Cllr fund to be investigated for potential grant support.

It was also reported that quotations for the painting of the Low Crosby bus shelter were to be obtained.



## SR 377/12/23 HIGHWAYS MATTERS

### 377.1 Jackson Road

A complaint had been received from a member of the public regarding the above, which had now escalated into residents being verbally abused by drivers. The complaint followed the meeting recently attended by the Chairman with Highways and the school that had considered various options. These included using part of the school field for parking, double yellow lines, and a one-way system on Jackson Road. Members noted that the issue was a long-standing problem with a clear solution not immediately available. Support will however continue to be provided towards any achieved a working solution.

A concurrent issue with parking in the lay-by opposite the village shop was also reported, with concerns over vehicles parking there for all or a long part of each day. The lack of enforcement was agreed as being a barrier to most means of deterrent.

**Resolved** to write to the school and nursery to ask that parents and visitors be reminded that they should not park in the lay-by, which is designated for short-term (20 minutes) parking only.

## SR 378/12/23 FINANCE MATTERS

### 378.1 Payments

**Resolved** to authorise the payment of invoices below:

Payee	Details	Method	Gross Amount
Sarah Kyle	December Salary & Reimbursements	BACS	£1,661.76
HMRC	December PAYE	BACS	£483.61
NEST	December Pension	DD	£141.78
A Kyle	December Salary	BACS	£385.00
Linstock WI Hall	Rental	BACS	£20.00
Houghton Village Hall	Grant	BACS	£466.99
Play Inspection Company	Inspection	BACS	£234.00
Brian Smith	Notice Boards	BACS	£178.00
ICO	Data Protection	DD	£35.00
C Nicholson	Reimbursement	BACS	£228.98
S Splinter	Signage	BACS	£75.00
			<b>£3,910.12</b>

### 378.2 Bank Reconciliation

**Resolved** to note the bank reconciliation on 30 November 2023:

Balance at 01.04.2023	£48,554.48
Receipts to 30.11.23	£55,528.82
Expenditure to 30.11.23	£34,300.01
Cash book balance 30.11.23	<b>£69,783.29</b>

Represented by: Current A/C (Unity)	£1,280.65
Savings A/C (Unity)	£67,497.49
Balance at bank 30.11.23	£68,778.14
plus cheques still to be deposited (£1,005.15)	<b>£69,783.29</b>

### **378.3 Grants 2023/24**

A request had been received from Houghton Guides to carry-forward the allocated grant of £1000 for attendance at a Christmas pantomime, to the next financial year.

**Resolved** not to grant permission for the funds to be carried forward. It was agreed instead that the group should reapply for necessary funds with an updated application in the next Council year.

### **378.4 Budget and precept 2024/25**

A report had been circulated to all members alongside the agenda, with full proposals detailing the budget for 2024/25.

**Resolved** to accept the recommendation of the finance and risk working group that the precept be held at £46,500 for the forthcoming council year. Also resolved that the proposed budget for 2024/25 be accepted.

### **SR 379/12/23 COUNCILLOR MATTERS**

**Cllr Savory** reported that the free pest control service for rats had been removed from the Cumberland Council services, although a concession was available. Concerns were expressed that a public health hazard may arise if residents are unable to afford to pay for rodent control. The matter will be considered fully in January.

### **SR 380/12/23 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 17<sup>th</sup> January at 8pm in the Village Hall, Houghton. Agenda items to be submitted to the Clerk before 10<sup>th</sup> January 2024. Please note the later date and time of the meeting.

*Cumberland Cllr J Mallinson left the meeting at 8.58pm.*

### **Exclusion of Press & Public - Part B Item**

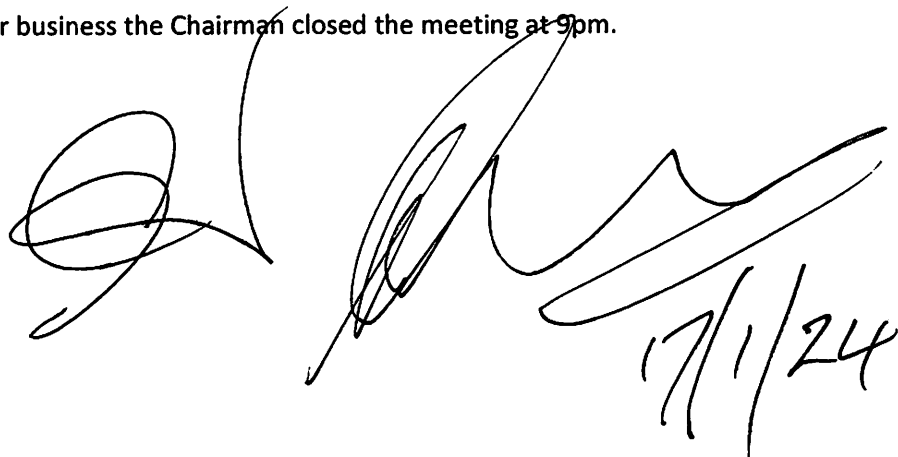
**Resolved** that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

### **SR 381/12/23\_Grounds Maintenance Tenders**

Three tenders had been received and these had been considered in-depth in an anonymised process by the finance and risk working group.

**Resolved** to award a 12-month contract, renewable for up to 2 further years (totalling three years) to Cluaran Landscape Services at £9,235 plus VAT per year, remaining the same for each of the three years.

There being no further business the Chairman closed the meeting at 9pm.



Handwritten signature and date: 17/1/24

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a Meeting held on Wednesday 17<sup>th</sup> January 2024**  
**at 8pm in the Village Hall, Houghton**

**PRESENT**

The Chairman Cllr C Nicholson, Cllrs A Coles, P Nedved, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Three members of the public. Cumberland Cllr J Mallinson (arrived 8.09pm). The Clerk, S Kyle.

**SR 382/1/24 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr E Leitch. Apologies were also noted from Cumberland Cllrs H Davison and B Wernham.

**SR 383/1/24 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13<sup>th</sup> December 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Parish Council.

**SR 384/1/24 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

Cllr Robinson declared an interest in planning application 24/0001/TPO due to its proximity to his home.

**SR 385/1/24 PUBLIC PARTICIPATION**

No comments were made by the attending members of the public.

Following item 387.2 below, Cumberland Cllr Mallinson updated members regarding grant funding and winter gritting routes (min 373/12/23 refers). He also reported that, although unconfirmed, a 4.9 percent increase in council tax was likely.

**SR 386/1/24 PLANNING MATTERS**

**386.1 Resolved to Ratify Planning Application Responses Submitted Prior to the Meeting:**

**23/0864 4 The Nurseries, Linstock, Carlisle, CA6 4RR - Erection Of First Floor Extension Above Existing Garage To Provide En-Suite Bedroom & Dressing Room**

**386.2 To Consider new Planning Applications**

**24/0001/TPO 48 Lansdowne Close, Carlisle, CA3 9HN - Reduction To 1no. Ash Tree Subject To TPO 288**

**Resolved** to resubmit previous objections to works on this tree due to the lack of evidence to support the re-application.

**386.3 To Consider Additional Planning Matters**

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings With Associated Parking, Landscaping, Drainage And Surface Water Attenuation, Public Open Space And Access**

Members were reminded that the deadline for responses for the revised application was 22 January. It was however noted that Statutory Consultee responses regarding drainage,



education and highways were still outstanding and that Natural England have requested further information regarding a Habitats Regulations Assessment. Due to this it was speculated that a further extension will be necessary. Cllr Robinson informed members he had met in a private capacity with Cumberland Officers, including the Director of Place, Sustainable Growth and Transport, Darren Crossley, to discuss concerns over the application.

**23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no. Dwellings & Associated Infrastructure**

It was reported that Officer concerns regarding access had not yet been alleviated and that information regarding drainage and flooding revisions were still outstanding. Due to this it was assumed that the application would not be heard before April or May.

**22/0672 The Park, Rickerby, Carlisle, CA3 9AA - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762**

A briefing note had been circulated to members ahead of the meeting detailing updates with the process regarding parish council concerns over the application.

**SR 387/1/24 Administrative matters.**

**387.1 Community Led Plan**

**Resolved** that Cllrs Nicholson, Savory and Nedved to meet on Monday 22nd January to consider planning the open evening event.

**387.2 Pest control**

Concerns were expressed that the removal of free rodent pest control services from Cumberland Council may lead to failure to report infestations, thereby increasing the public health and environmental risks.

**Resolved** to send a letter to Cumberland Council outlining concerns over the removal of the free service.

**387.3 Council arrangements for February 2024**

It was noted that no meeting will take place during February due to being unable to be quorate.

**Resolved** that Cllr Nedved will join the planning working group during February. Also resolved that contractual payments will be made and any emergency payments or decisions will be dealt with under delegated powers by the Clerk in conjunction with the Chairman.

**387.4 D-Day Commemorations**

**Resolved** to support the above with grant funding to be made available to community groups to commemorate the occasion. Consideration will also be given to installing a commemorative plaque on a parish bench.

**SR 388/1/24 CLERK'S REPORT**

A verbal update was provided, noting:

A handwritten signature in black ink, consisting of a stylized, cursive 'R' or similar character.

### **Councillor Vacancies**

Thanks were given to the three attending members of the public for their potential interest in joining the Council.

### **Bus Services**

Information regarding the bus service funding has been sent to the Border Rambler and Go North and contact details will be further provided. Cllr Nedved reported that amendments to service provisions are expected to be announced in April.

### **Play Area Inspections**

Tender documents were in preparation for the potential new inspection rota.

### **Grounds maintenance contract**

The 2024 contract has been verbally accepted and documents for signing will be issued in due course.

### **Grants noticeboard**

A grant application to Cumberland Council is being written for the replacement of one to two noticeboard.

## **SR 389/1/24 HIGHWAYS MATTERS**

### **389.1 Jackson Road**

Discussion was held regarding the ongoing problems experienced by residents, primarily due to the school traffic. It was noted that experimental temporary traffic orders were currently in experiment in Inglewood and St Bede's to prohibit parking within a specified distance of their school at designated times. Alternative options such as a one-way system are previously discussed options with Highways.

**Resolved** that a survey of residents in Jackson Road, Smithy Croft, Green Lane and Beech Grove be consulted regarding potential solutions to the ongoing traffic issues. A copy of the survey also to be sent to the school and nursery. Cumberland Cllr Mallinson will also make enquires regarding the possibility for any experimental traffic order to be considered.

### **389.2 Speed Camera**

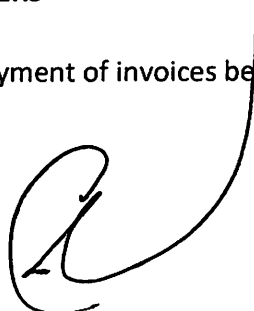
The persistent existence of speeding over 30mph on Houghton Road was considered with members being informed that up to a third of vehicles are travelling over 30mph. Debate was held regarding potential solutions, including requesting consideration of a fixed traffic camera on the road.

**Resolved** that a letter be sent to Highways/Police to request consideration be given to the installation of a camera on Houghton Road.

## **SR 390/1/24 FINANCE MATTERS**

### **390.1 Payments**

**Resolved** to authorise the payment of invoices below:

A large, stylized handwritten signature in black ink, appearing to be a cursive 'A' or similar character, located at the bottom right of the page.

Sarah Kyle	January salary & reimbursements	BACS	£1,371.49
HMRC	PAYE	BACS	£146.16
NEST	Pension January	DD	£93.69
A Kyle	January Salary	BACS	£232.40
C Bragg	Pond Ongoing	BACS	£3,681.60
Houghton Village Hall	Rental	BACS	£16.00
S Aglionby	Grant	BACS	£336.11
Unity Bank	Charges	DD	£18.00
			<u>£5,895.45</u>

### 390.2 Receipts

**Resolved** to note the receipt of £474.98 interest from Unity Bank.

### 390.3 Bank Reconciliation

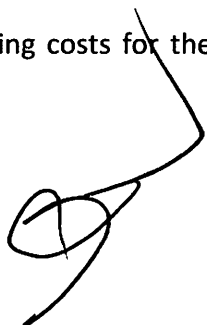
Cash Book	Balance at 01.04.2023	£48,554.48
	Receipts to 31.12.23	<u>£56,003.80</u>
		<u>£104,558.28</u>
	Expenditure to 31.12.23	£37,924.15
	Cash book balance 31.12.23	<u>£66,634.13</u>
Represented by:	Current A/C (Unity)	£1,191.51
	Savings A/C (Unity)	<u>£64,472.47</u>
	<b>Balance at bank 31.12.23</b>	<u>£65,663.98</u>
	plus cheques still to be deposited	£1,005.15
	less payments still to be made	<u>£35.00</u>
		<u>£66,634.13</u>

### 390.4 Income and Expenditure against Budget 2023/24

The schedule of income and expenditure against budget to 31 December 2023 had been circulated alongside the agenda and was noted.

### 390.5 Grant Awards 2023/20234

**Resolved** to donate £150 towards the printing costs for the current financial year to Crosby Parish Magazine.





**390.6 Grant Scheme 2024/25**

A revised set of grant conditions for the forthcoming financial year had been circulated alongside the agenda.

**Resolved** to accept the grant criteria and open the 2024/25 scheme, with applications to be considered at the April 2024 meeting.

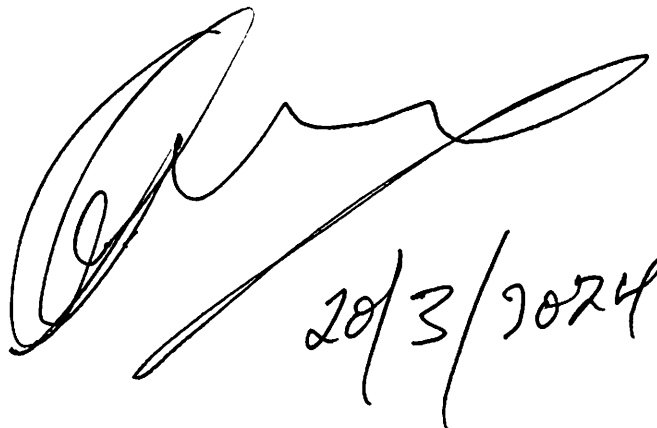
**SR 390/1/24 COUNCILLOR MATTERS**

Cllr Coles reported increased drainage problems, both at the Eden Gate bus stop, and emerging from the Police site. Both matters are to be reported to Highways.

**SR 391/1/24 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 13<sup>th</sup> March at 7.30pm in the Village Hall, Houghton. Agenda items to be submitted to the Clerk before 4<sup>th</sup> March 2024.

There being no further business the Chairman closed the meeting at 9.03pm.



20/3/2024

**STANWIX RURAL PARISH COUNCIL**  
**Minutes of a Meeting held on Wednesday 20<sup>th</sup> March 2024**  
**at 7.30pm in the Village Hall, Houghton**

**PRESENT**

The Chairman Cllr C Nicholson, Cllrs P Nedved, A Robinson, C Savory and N Watson.

**IN ATTENDANCE**

Four members of the public. The Clerk, S Kyle.

**SR 392/3/24 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr E Leitch. Apologies were also received from Cumberland Cllr B Wernham via email which were received following the meeting.

**SR 393/3/24 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13<sup>th</sup> December 2023**

**Resolved** to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Parish Council.

**SR 394/3/24 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

Cllr Robinson's dispensation regarding 22/0297 remains ongoing.

**SR 395/3/24 PUBLIC PARTICIPATION**

One member of the public informed members regarding updated documentation regarding planning appn. 22/0297, expressing concern regarding the discrepancy between the date on the document and the date of upload to the Cumberland website. The Chairman also noted concerns with discrepancies in its content.

**SR 396/3/24 PLANNING MATTERS**

**396.1 Resolved to Ratify Planning Application Responses Submitted Prior to the Meeting:**

**24/0028 Timberwell Lodge, Crosby on Eden, Carlisle, CA6 4QX** - Application Of External Render To Entire Dwelling; Replacement Upvc Windows; Installation Of Pitched Roof Over Flat Roofed Dining Area; Erection And Alteration Of Living Room Front Elevation To Provide 2 Storey Picture Window In New Gable Front

**23/0020/TPO 46 Lansdowne Close, Carlisle, CA3 9HN** - Pollarding Of Overhanging Branches To 1no. Ash Tree (T8) Subject To TPO288

**24/0085 Eden Golf Club, Crosby on Eden, Carlisle, CA6 4RA** - Variation Of Condition 5 (Programme Of Archaeological Work) Of Previously Approved Permission 21/0111 (Change Of Use Of Part Of Golf Course To Allow For Stationing Of Up To 100 Caravans) To Take Into Account A Phased Approach To The Development

**24/0062 11 Drumburgh Avenue, Carlisle, CA3 0PD** - Erection Of Two Storey Side Extension To Provide Garage And Living Area On Ground Floor With 1no. En-Suite Bedroom Above; Single Storey Rear Extension To Provide Additional Dining Area (Revised Application)

**24/0145 59 Millcroft, Carlisle, CA3 0HT** Erection Of Single Storey Extension To Rear To Provide Additional Living Accommodation; Front Extension To Provide Porch On Ground Floor With New Roof Over To Create First Floor Area; Installation Of Solar Panels To Rear Elevation; Extension To Driveway (Revised Application)

**24/0018/S211 5 Rickerby Court, Rickerby, Carlisle, CA3 9BF** - Works To 1no. English Oak Tree, 1no. Ash Tree & 1no. Sycamore Tree In Rickerby Conservation Area (Woodland to the rear of Eden View)

### **396.2 To Consider Possible Actions**

#### **21/1143 Land adjacent to Meadow Cottage Tarraby, Carlisle CA3 0JS**

A member of the public had alerted the Council to concerns regarding the submission of a Nutrient Neutrality Assessment and updated documentation-seeking regularisation of the removal of ancient hedgerows on the Conservation Area boundary. These proposals being contrary to conditioning of consent in respect of approved application 22/0680.

**Resolved** to object to the submitted documents and the lack of prior consultation. Also, to object to breach of conditions in respect to Appn. Ref 22/0680

#### **23/0001/S211 Tarraby Conservation Area Works to Sycamore Tree**

No decision was published in respect of the above application, however extensive work had taken place.

**Resolved** to submit a letter, further to the Parish Council's objection of February 2023, recommending prosecution should the works prove to be unlawful.

### **396.3 To Receive and Note Decision Notices:**

**23/0864 4 The Nurseries, Linstock, Carlisle, CA6 4RR** - Erection Of First Floor Extension Above Existing Garage To Provide En-Suite Bedroom & Dressing Room

**23/0800/01 Houghton House Farm, Houghton, Carlisle, CA6 4DX (LBC)** Erection Of Timber Orangery To Replace Existing Conservatory; Replacement Doors To Pool Room; Erection Of Detached Summerhouse & Store

**23/0428 Land to the West of Walby Farm & Fairholme Farm, Birky Lane, Crosby on Eden, Carlisle, CA6 4QL** - Erection Of Agricultural Workers Dwelling On Land Associated With Walby Farm, Together With The Replacement Of The Existing Septic Tank With A Biological Package Treatment Plant At Fairholme Farm, Walby

### **SR 396/3/24 To Receive Updates:**

**22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle** - Erection Of 101no. Dwellings With Associated Parking, Landscaping, Drainage And Surface Water Attenuation, Public Open Space And Access

Further to public participation, it was confirmed that a long outstanding report regarding flooding, highways and education, had been uploaded to the Cumberland Council planning portal website earlier on 20 March. Concerns were raised regarding the potential reasons for such a delay and that the letter does not bear scrutiny due to discrepancies and inconsistencies contained therein.

**Resolved:** The Council to request that the application be deferred from the April

Development Control Committee to enable consultation on the new document to be properly achieved.

**23/0347 Land at Brunstock Lane, Houghton, Carlisle** - Residential Development Consisting Of 163no.Dwellings & Associated Infrastructure

It was noted that the matter remains ongoing with progression to the Development Control Committee unlikely before the summer.

**22/0672 The Park, Rickerby, Carlisle, CA3 9AA** - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762

No update was provided.

### **SR 397/3/24 Administrative matters.**

#### **397.1 Community Led Plan**

It was noted that plans continue to run an event to engage community members on 24<sup>th</sup> April. Further plans, including a budget, will be considered in April.

#### **397.2. Emergency plan**

**Resolved** that Cllrs Nedved and Leitch will draft an outline plan for consideration at a future meeting.

#### **397.3 Summer play scheme**

**Resolved** that six play days will be held in summer 2024, with three being held at Crosby and three at Houghton. Details in terms of costings to remain as per 2023.

#### **397.4 Review of policies**

**Resolved** to note the review of the standing orders, financial regulations and GDPR policies by the Clerk, with no amendments currently required.

### **SR 398 Village Matters**

#### **398.1 Linstock Green Drainage**

Members were informed that concerns have been raised regarding a severe area of pooling on the Village Green. Investigations are to be made regarding the possible cause and potential solutions.

#### **398.2 Wildflowers Tarraby Common Land**

**Resolved** to grant permission to a resident to sow wild flower seeds on Tarraby Common Land in conjunction with Houghton Wildlife Group.

#### **398.3 Empty Property, Jackson Road**

An empty property, with concerns regarding vermin and damp, had been reported to the Parish Council. Action had been taken and the matter was confirmed to be being dealt with by Environmental Health at Cumberland Council.

### **SR 399/3/24 CLERK'S REPORT**

A verbal update was provided, noting:

*Speed Camera*

Investigations regarding the possible requested installation of a speed camera on Houghton Road remain ongoing.

#### *Rodent Control*

It was reported that the Council had written to the Director of Public Health, who subsequently replied.

#### *Jackson Road Traffic Survey*

A survey had been distributed to residents on and surrounding Jackson Road. The results will be presented at the April meeting.

### **SR 400/3/24 HIGHWAYS MATTERS**

#### **400.1 Dog walking Tarraby Lane**

A member of the public had approached the Parish Council for assistance regarding dogs being walked off-leads during lambing time.

**Resolved** to contact Cumbria Highways to request signage be placed at either end of Tarraby Lane.

#### **400.2 Linstock Speeding**

Concerns had been raised by a member of the public regarding speeding in Linstock. The resident had been advised to log all incidents with the Police.

**Resolved** to write to Cumbria Highways to request the temporary installation of a traffic detection unit.

### **SR 401/3/24 FINANCE MATTERS**

#### **401.1 Payments**

**Resolved** to authorise the payment of invoices below:

<b>Payee</b>	<b>Details</b>	<b>Method</b>	<b>Gross Amount</b>
Sarah Kyle	February salary	BACS	£1,288.49
HMRC	PAYE	BACS	£146.36
NEST	Pension February	DD	£93.69
A Kyle	February Salary	BACS	£232.40
Houghton Village Hall	Hall Rental	BACS	£16.00
Cluaran	Grounds maintenance	BACS	£1,860.00
EquiPhase	Website hosting	BACS	£66.00
Sarah Kyle	March salary	BACS	£1,250.89
HMRC	PAYE March	BACS	£146.16
Nest	March pension	DD	£93.69
A Kyle	March salary	BACS	£232.40
C Nicholson	Flyer Printing	BACS	£65.00
S Kyle	Stamps and ink	BACS	£277.39

S Kyle	Software	BACS	£254.45
Play Inspection Co.	Quarterly Inspection	BACS	£262.44

#### 401.2 Bank Reconciliation

Cash Book	Balance at 01.04.2023	£48,554.48
	Receipts to 29.02.24	£56,003.80
		£104,558.28
	Expenditure to 29.02.24	£48,109.37
	Cash book balance 29.02.24	<b>£56,448.91</b>
Represented by:	Current A/C (Unity)	£971.29
	Savings A/C (Unity)	£54,472.47
	<b>Balance at Bank 29.02.24</b>	£55,443.76
	Plus cheques	£1005.15
		<b>£56,448.91</b>

#### 401.3 Review of Internal Audit Arrangements

Resolved to adopt the updated internal audit documentation, as circulated alongside the agenda. The reappointment of Mr R Gordon as internal auditor was noted therein.

#### 401.4 Fidelity Insurance Guarantee

Resolved to note the adequacy of the above. Clarification regarding its purpose and inclusion as part of the wider insurance arrangements was provided by the Clerk for the benefit of the Council.

#### 401.5 Asset Register

Resolved to adopt the updated asset register for the Council year.

#### SR 402/3/24 COUNCILLOR MATTERS

**Cllr Savory** reported a complaint regarding dog waste bags being left in hedgerows on Houghton Road near to the garage. Cllr Savory also noted that the Speedwatch camera will be in use in the parish in the near future.

**Cllr Robinson** referred to further concerns regarding 22/0297 and will put these into writing for the April meeting.

**Cllr Nedved** raised concerns regarding the barriers still at Whiteclosegate. This is to be followed up by the Clerk/Chair.

#### SR 403/3/24 DATE OF NEXT MEETING

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 10<sup>th</sup> April at 7.30pm in the WI Hall, Linstock. Agenda items to be submitted to the Clerk before 25<sup>th</sup> March 2024. There being no further business the Chairman closed the meeting at 8.27pm.