



Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY
www.stanwixrural.co.uk clerk@stanwixrural.co.uk Tel: 07548 981 009

6th November 2024

A meeting of Stanwix Rural Parish Council is to be held on Wednesday 13th November at 7.30pm in Linstock WI Hall. This is a public meeting and all members of the press and public are welcome to attend.

THE MEETING WILL BE AUDIO RECORDED FOR TRANSCRIPTION PURPOSES. A COPY OF THE RECORDING WILL BE AVAILABLE UPON WRITTEN REQUEST TO THE CLERK FOLLOWING THE MEETING.

Yours faithfully

A handwritten signature in black ink, appearing to be 'S. Kyle', written over a light blue horizontal line.

Sarah Kyle

Clerk & Responsible Financial Officer

Agenda

1. Apologies for Absence

To receive written apologies and approve reasons for absence

2. Minutes of the Meeting of the Parish Council held on 9th October 2024

To resolve to authorise the Chairman to sign to approve the accuracy of the minutes

3. Declarations of Interest and Request for Dispensations

- a) The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to
- b) receive declarations by members of interests in respect of items on this agenda

4. Public Participation

In accordance with [Standing Orders](#) 3e – 3k, the Chairman will, at his discretion:

- a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting; and
- b) receive reports from Cumberland Councillors

5. Planning Matters

5.1 To Ratify Responses Made:

24/0230 Land South of The Knells, Houghton, Carlisle, CA6 4JG - Erection Of 6no. Detached Dwellings on Former Gardens To Knells House

5.2 To Consider New Applications:

24/0471 82 Longlands Road, Carlisle, CA3 9AF - Erection Of Detached 4no. Bedroom Dwelling Together With New Vehicular Access To Neighbouring Property

24/0672 Eden Meadows, Linstock, Carlisle, CA6 4PY - Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 24/0233 (Demolition Of 1no. Bungalow; Erection Of 1no. Replacement Two Storey Dwelling) For Minor Alterations To External Elevations

5.3 To Receive Permission Notices

24/0543 8 Beech Grove, Houghton, Carlisle, CA3 0NU - Erection Of Single Storey Side And Rear Extension To Provide Additional Living Accommodation; Erection Of Front And Rear Dormers To Roof To Provide 1no. Additional Bedroom At First Floor Level

24/0343 Green Acres Caravan Park, High Knells, Houghton, Carlisle, CA6 4JW - Change Of Use Of Agricultural Land To Form 12no. Additional Caravan Pitches & Associated Infrastructure Together With Extension To Existing Shower Block

24/0457 Greenside, Brunstock Mews, Brunstock, Carlisle, CA6 4QG - Replacement Of Existing Garage Roof With New Structure Incorporating 2no. Roof Dormers Together With Creation Of Bedroom Within Garage Roof Space

5.4 Updates regarding Ongoing Planning Issues:

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

6. Administrative Matters

6.1 Local Government Scheme Pay Award 2024

To agree the implementation of the Clerk & Assistant annual one-point spinal increase following successful appraisals and to resolve the implementation of the newly agreed NJC pay scales from April 2024

6.2 Emergency Plan

To receive an update to the draft plan

7. Village Matters

7.1 Houghton / Linstock Village Green Drainage

To receive an update with quotations for the above drainage issues

7.2 Felling of Brunstock Trees

To receive a follow-up report received regarding the above

7.3 Brunstock Common Land

To receive an update with the Pond and consider any further requirements

7.4 Tarraby Common Bench

To consider the destruction of the bench at the above. To also receive with gratitude the offer of a replacement from Top Notch Contractors Ltd

7.5 Vallum Walkway

To resolve to offer thanks to Mr R Macdowall for undertaking improvement works on the above for the benefit of the community

8. Clerk's Report

To receive a verbal report detailing updates from the last meeting

9. Highways Matters

9.1 Speed Indication Device

To receive the half-yearly report

9.2 Cumberland Council (Footpath No 132015 Parish of Stanwix Rural) Public Path Diversion and Definitive Map and Statement Modification Order 2024 & Definitive Map and Statement Modification Order (No 5) 2024

To note receipt of the above

10. Finance Matters

10.1 Receipts

To note the receipt of income from Cumberland Council (grant) and Unity Bank (interest)

10.2 Payments

To consider the authorisation of payments as detailed in the schedule

10.3 Bank Reconciliation

To note the bank reconciliation to 31st October 2024

11. Councillor Matters

An opportunity for Councillors to raise issues on behalf of residents in their ward.

Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council.

12 Date of Next Meeting

To resolve that the next meeting of the Parish Council be held on Wednesday 11th December at 7.30pm in Houghton Village Hall. *Agenda items must be submitted to the Clerk by 2nd December 2024*

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.

13. Grounds Maintenance Contract

To consider the contract details for 2025

STANWIX RURAL PARISH COUNCIL

Minutes of a Meeting held on Wednesday 9th October 2024 at 7.30pm in the WI Hall, Linstock

PRESENT

The Chairman Cllr C Nicholson, Cllrs A Bell, B Bell, E Leitch, P Nedved, D Small and N Watson.

IN ATTENDANCE

One member of the public. Cumberland Cllr J Mallinson. The Clerk, S Kyle.

SR 466/10/24 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr's A Coles, A Robinson and C Savory.

SR 467/10/24 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 18th SEPTEMBER 2024

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

SR 468/10/24 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

No declarations of interest were made.

SR 469/10/24 PUBLIC PARTICIPATION

Members of the Public

One resident from Linstock was in attendance to seek updates and provide clarity on various matters previously raised in written correspondence:

- East Green Linstock drainage; concerns over the ponding issues that remain. It was reported that an on-site meeting with the contractor is still planned.
- Grass cutting, Linstock; concerns were expressed by the resident regarding the frequency of cuts this year.
- Rickerby Cycle Track. Thanks were given following recent works undertaken by Cumberland Council to make the track usable.
- Speeding, Linstock; concerns over speeds noted. Cumberland Cllr Mallinson reported that all speeding issues are being deferred for consideration in 2026/27 but he can request Linstock is added to the list for speed limit reduction.
- Village Green, Linstock vehicular damage; concerns over vehicles mounting the kerbs and damaging the Green; this is to be considered further by the Parish Council.

Cumberland Councillors

Cumberland Cllr J Mallinson reported progress with Highways regarding Houghton Village Green drainage, although noting that the Council will not be prepared to undertake further works due to ownership issues. Cllr Mallinson also reported his satisfaction at the works undertaken at Rickerby Cycle Path, as noted above, with further works requested to alleviate roots making the surface uneven.

SR 470/10/24 PLANNING MATTERS

470.1 To Receive Updates

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

It was reported that the nutrient neutrality submission remains outstanding therefore there will be no progression to the Development Control Committee imminently.

21/1143 Land Adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS - Erection of 4no. Dwellings and Associated Works

Members were informed that an ancient hedgerow had been removed and trees felled in conjunction with above, as yet undecided, planning application. Enforcement action is now being pursued by Cumberland Council. An update will be provided at a future meeting

SR 471/10/24 Administrative Matters

471.2 Proposed reforms to the National Policy Framework

Resolved to ratify the submitted response, which had been circulated alongside the agenda.

SR 472/10/24 Village Matters

472.1 Houghton Village Green

Reports of ponding at the above had been received, with photographs circulated demonstrating the extent of the issue.

Resolved to seek quotations for remedial works to two areas of Houghton Village Green; the first adjacent to the pathway at the rear of the Green and the second relating to the ongoing issues adjacent to houses 1 – 3. Once costs have been established for both areas, the matter will be brought back to a meeting for further consideration.

472.2 Felling of Brunstock trees

Members were informed that several large, established trees had been felled at the end of the bridleway in Brunstock. Correspondence had been exchanged with Cumberland Council, Highways and the Forestry Commission with serious concerns being expressed that the works have been undertaken without appropriate consent and that Highways appear reluctant to accept responsibility or ownership of the land.

Resolved to write to Cumberland Council urging that appropriate and substantial action be taken against the offenders.

472.3 Brunstock Common Land

An on-site meeting with the pond contractor had been attended by the Chairman. A full report will be considered at a future meeting when a cost estimate for the final proposed works is received.

SR 473/10/24 CLERK'S REPORT

In addition to the items on the agenda proper, the following were noted after being circulated alongside the agenda:

Linstock Play Area Consultation

A consultation drop-in event will be held from 6pm to 7pm on 13th November in Linstock WI Hall prior to the Parish Council meeting. Flyers have been printed for circulation and will be delivered in due course. The consultation is also live on the website.

Street Furniture

There is no update with the bench and noticeboard installation. With regards to moving the Whiteclosegate noticeboard, a request has been lodged to Cumberland Council regarding ownership of the bus shelter adjacent on Houghton Road. No response has yet been received. Confirmation

has been obtained from Cumberland Council that the bus stop at Crosby Moor is used by at least one school child however it is not believed they ever use the shelter. A decision regarding removal or repair will therefore be made in due course.

Emergency Plan

This matter has been deferred until the November meeting.

Financial Regulations and Risk Assessment

The above documents will now be presented to the November meeting to allow for consideration by the Finance/Risk working group.

SR 474/10/24 HIGHWAYS MATTERS

474.1 Updates

As noted in public participation above, consideration has been requested to manage the damage being incurred on Linstock Village Green due to vehicles mounting the grass. The placement of boulders or bollards will be placed on a future agenda.

It was also requested that consideration be given to extension of the Speedwatch scheme to Linstock to mitigate the perceived speeding issue. It was explained that this would need an increase in capacity of volunteers, following appropriate training, as well as an agreed risk assessment by the Police. The matter will be discussed with Cllr's Savory and Watson and considered further at a future meeting.

SR 475/10/24 FINANCE MATTERS

475.1 Payments

Resolved to authorise the payment of invoices below:

Payee	Details	Gross Amount
Sarah Kyle	September Salary	£1,309.80
HMRC	PAYE September	£140.35
NEST	Pension September	£93.69
A Kyle	September Salary	£232.40
Sarah Kyle	August Salary	£1,256.50
HMRC	PAYE August	£93.69
NEST	Pension August	£140.55
A Kyle	August Salary	£232.40
Crosby on Eden Parish Hall	Hall Hire	£384.00
Pattinson's Painters and Decorators	Painting	£820.00
Cluaran Landscape Services	Grounds Maintenance	£1,746.00
Sarah Kyle	Defibrillator Pads	£143.88
Ali Vaughan	Mole Catching	£150.00
Greenbarnes Ltd	Noticeboards	£2,918.32
Cluaran Landscape Services	Grounds Maintenance	£492.00
Tolson & Sons	Grant Brunstock	£2,760.00
		<hr/> £12,913.58 <hr/>

475.2 Bank Reconciliation

Resolved to note the bank reconciliation on 31st August 2024:

475.3 Quarterly Budget Update

A schedule of income and expenditure against budget from 1st April 2024 to 30th September 2024 had been circulated alongside the agenda and was **noted**.

475.4 Audit 2023/24

Resolved to note the completion of the audit, with the Notice of Conclusion of Audit displayed as required on the website and noticeboards from 23 September 2024.

SR 476/10/24 COUNCILLOR MATTERS

Cllr Nicholson reported that drainage issues on Gladwin Drive, Houghton, relating to the soakaway were being attended to. He also reported concerns over the inadequate information circulated regarding the road closures for the Cumbrian Run and the lack of clarity over procedures.

Cllr Nedved reported that The Stag Public Inn had reopened in Crosby-on-Eden.

SR 477/10/24 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council be held on Wednesday 13th November at 7.30pm in Linstock WI Hall. The drop-in event for the Linstock Play Area consultation will be held from 6pm – 7pm on the same evening. Agenda items must be submitted by 4th November 2024.

There being no further business the Chairman closed the meeting at 8.13pm.

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

The tables below summarise information from the speed indicator sign for vehicles travelling south to north (April to June) and north to south (July to September) on Houghton Road in 2024.

HOUGHTON ROAD: SOUTH TO NORTH TRAFFIC DATA							
MONTH	Total Vehicles	AADT	Monthly Weekday Figures		Monthly Weekend Figures		All (mph)
			Nos. vehicles	Av. speed mph	Nos. vehicles	Av. Speed mph	85%ile speed
April	35722	1204	27265	27.3	8457	27.8	32.3
May	37937	1223	29544	27.1	8393	27.5	32.1
June	37305	1243	26834	27.3	10471	27.9	32.4

HOUGHTON ROAD: NORTH TO SOUTH TRAFFIC DATA							
MONTH	Total Vehicles	AADT	Monthly Weekday Figures		Monthly Weekend Figures		All (mph)
			Nos. vehicles	Av. speed mph	Nos. vehicles	Av. Speed mph	85%ile speed
July	55160	1779	43659	28.5	11501	29.0	33.8
August	50357	1624	39583	28.8	10774	29.3	34.2
September	56014	1867	43042	28.3	12972	29.1	33.7

The following sheets list the traffic analysis data and bar charts showing vehicle speed distribution for the same periods.

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

For Project: Houghton Road S to N
 Project Notes:
 Location/Name: Incoming
 Report Generated: 06/11/2024 16:49:39
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 01/04/2024 08:00:00 through 30/06/2024 23:59:59
 85th Percentile Speed: 32.3 MPH
 85th Percentile Vehicles: 94319
 Max Speed: 60 MPH on 30/06/2024 19:20:00
 Total Vehicles: 110964
 AADT: 1223

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	1286	1219
AM Peak 08:00	102	86
PM Peak 17:00	119	106

Speed

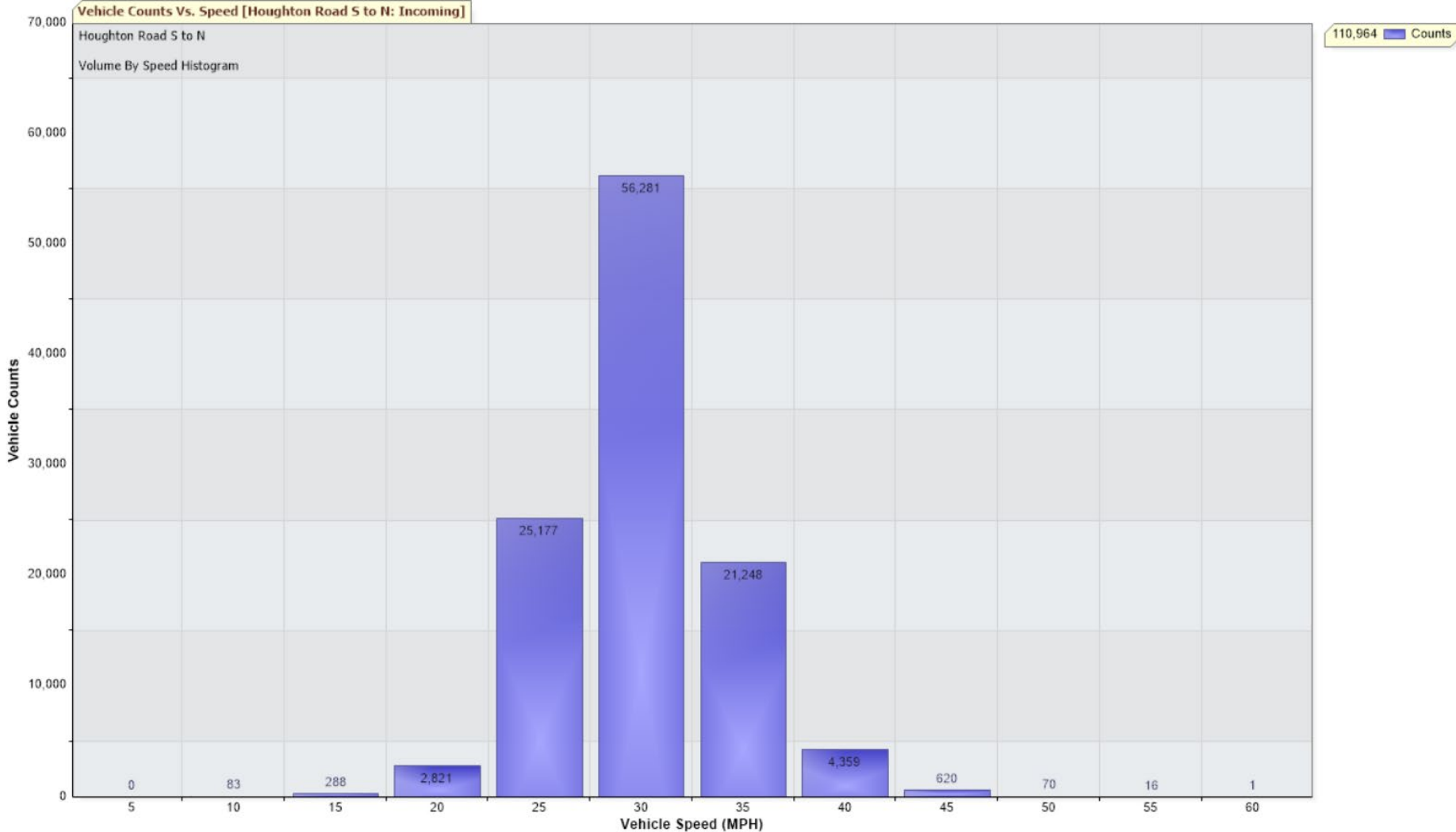
Speed Limit: 35
 85th Percentile Speed: 32.3
 50th Percentile Speed: 27.4
 10 MPH Pace Interval: 20.0 MPH to 30.0 MPH
 Average Speed: 27.51

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	602	712	659	773	789	737	794
% over limit	3.9	4.3	4.0	4.4	4.4	5.0	6.3
Avg Speeder	38.2	38.3	38.3	38.2	38.3	38.3	38.5
Avg Speed	11.8	11.7	11.5	11.4	11.4	13.1	13.8

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

Houghton Road S to N

Incoming | Summary | Histogram Report | Monthly Counts/Speed Avgs | Weekly Counts/Speed Averages | Speeder Report | Charts: Average Weekly Speeds | Charts: Average Weekly Volumes | Charts: Daily Volumes | Volume By Speed Histogram



PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

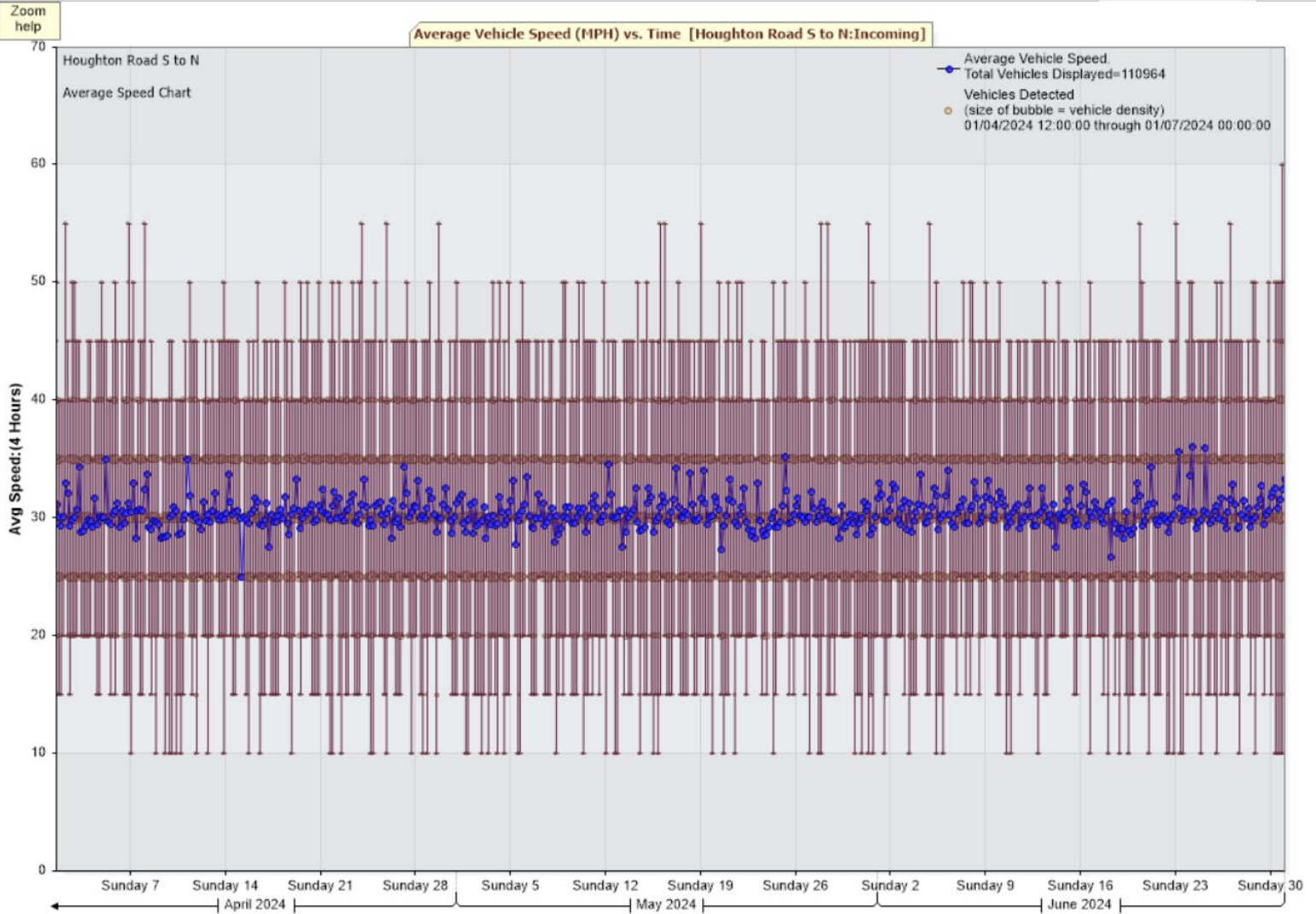
Houghton Road S to N

Incoming

Summary Histogram Report Monthly Counts/Speed Avgs Weekly Counts/Speed Averages Speeder Report Charts: Average Weekly Speeds Charts: Average Weekly Volumes Charts: Daily Volumes Average Speed Chart Vc

Data Interval:

- 4 Hr
- 2 Hr
- 60 min
- 30 min
- 15 min
- 5 min
- Auto zoom



PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

For Project: Houghton Road N to S
 Project Notes:
 Location/Name: Incoming
 Report Generated: 01/11/2024 11:14:31
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 01/07/2024 00:00:00 through 30/09/2024 23:59:59
 85th Percentile Speed: 33.8 MPH
 85th Percentile Vehicles: 138270
 Max Speed: 65 MPH on 19/07/2024 01:50:00
 Total Vehicles: 162670
 AADT: 1768

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	1904	1767
AM Peak	178	145
PM Peak	162	141

Speed

Speed Limit: 35
 85th Percentile Speed: 33.8
 50th Percentile Speed: 28.3
 10 MPH Pace Interval: 25.0 MPH to 35.0 MPH
 Average Speed: 28.66

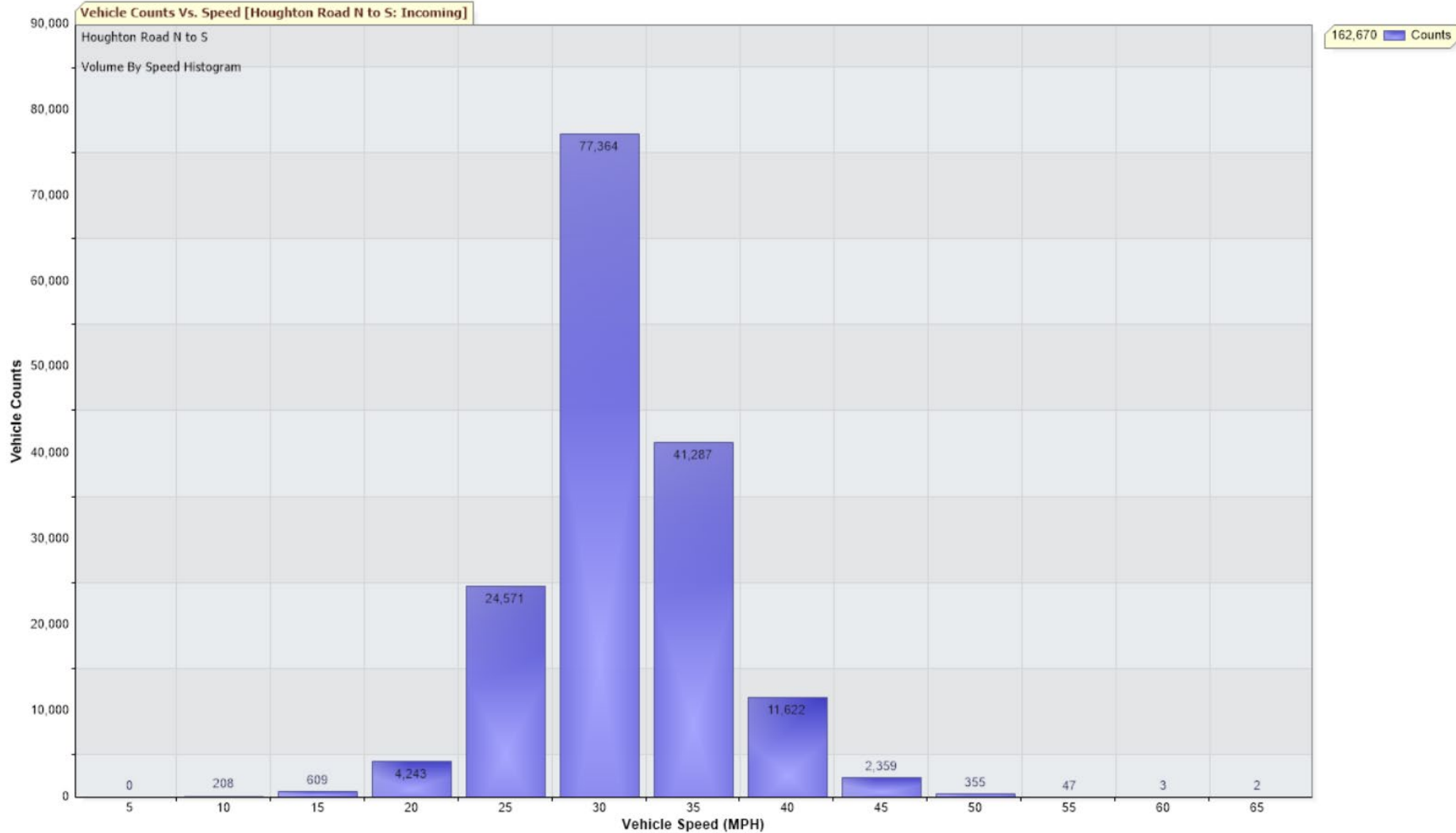
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	2015	1942	1960	2036	2529	2107	1799
% over limit	8.2	8.1	8.1	8.2	9.0	10.3	10.8
Avg Speeder	38.5	38.5	38.6	38.6	38.7	38.8	38.7
Avg Speed	10.4	10.3	10.1	10.1	9.6	11.8	12.8

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

Houghton Road N to S

Incoming

Summary Histogram Report Monthly Counts/Speed Avgs Weekly Counts/Speed Averages Speeder Report Charts: Average Weekly Speeds Charts: Average Weekly Volumes Charts: Daily Volumes Volume By Speed Histogram



PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 3

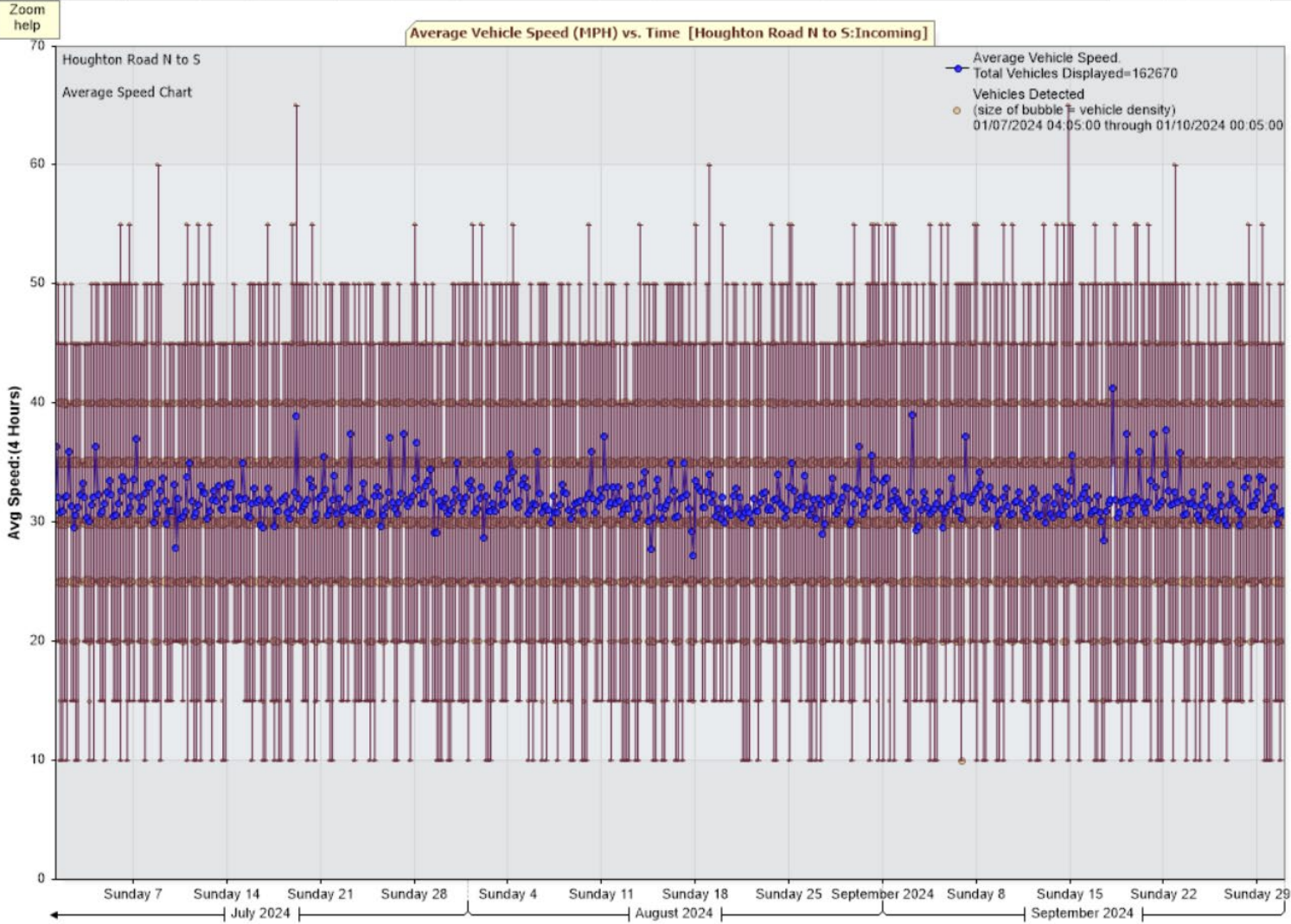
Houghton Road N to S

Incoming

Summary Histogram Report Monthly Counts/Speed Avgs Weekly Counts/Speed Averages Speeder Report Charts: Average Weekly Speeds Charts: Average Weekly Volumes Charts: Daily Volumes Average Speed Chart

Data Interval:

- 4 Hr
- 2 Hr
- 60 min
- 30 min
- 15 min
- 5 min
- Auto zoom



Schedule of Payments to be Authorised 13th November 2024

Payee	Details	Method	Gross Amount
Sarah Kyle	November Salary	BACS	£ 1,700.62
HMRC	PAYE November	BACS	£ 396.59
NEST	Pension November	DD	£ 136.61
A Kyle	November Salary	BACS	£ 396.60
Unity Bank	Monthly charge	DD	£ 23.40
Moore	Audit	BACS	£ 378.00
C Nicholson	Reimbursements	BACS	£ 36.29
Linstock WI Hall	Rental	BACS	£ 70.00
			£ 3,138.11
Bank Reconciliation			
Cash Book	Balance at 01.04.2024		£ 54,817.42
	Receipts to 31.08.24		£ 51,128.63
			£ 105,946.05
	Expenditure to 31.10.24		£ 30,821.07
			£ 75,124.98
Represented by:	Current A/C (Unity)		£ 1,327.63
	Savings A/C (Unity)		£ 72,792.20
	Balance at bank 31.10.24		£ 74,119.83
	plus cheques still to be deposited		£ 1,005.15
	less payments still to be made		£ -
			£ 75,124.98